

Millersburg Borough Council Minutes
April 11, 2018
Millersburg Borough Council Chambers

Call to Order – President Dietz called the Council meeting to order at 7:10PM with CI’ms Boyer, Breach and Ibberson present. Solicitor Kerwin arrived at 7:30PM. Manager McGann and Secretary Jackson were also present. The invocation was given by President Dietz, followed by the Pledge of Allegiance.

Guests – Troy A. Enders, David B. Furman, Jr., John R. Heckert, Brian S. Hoch and Jessica N. Martin.

Approval of Minutes – Motion by CI’m Breach, seconded by CI’m Ibberson to approve the minutes from the March 14 and March 28, 2018 meetings as presented. Motion carried.

Public Comment – President Dietz announced that Public Comment would be temporarily suspended as Council awaited Solicitor Kerwin’s arrival.

Financial Reports – Council reviewed the Financial Report. Motion by CI’m Boyer, seconded by CI’m Ibberson to accept the Financial Report as presented. Motion carried. President Dietz directed Secretary Jackson to contact PSAB to question the increase in the Borough’s unemployment compensation rate. Council also reviewed the Capital Improvement report. Motion by CI’m Ibberson, seconded by CI’m Breach to approve the Check Detail Report as presented. Motion carried with yes votes from CI’ms Boyer, Breach, Dietz and Ibberson.

Public Comment – President Dietz recognized Troy Enders, Jessica Martin, David Fuhrman and John Heckert who all were present regarding the Millersburg Area Ambulance Association. Mr. Enders and Ms. Martin are former employees of the MAAA and both voiced various complaints, including terminations, resignations, actions against by-laws and HIPAA violations. Both reported lack of coverage and staffing with individuals allegedly incompetent to answer calls. They also reported that their complaints have gone to the Emergency Health Services Federation via letter. Solicitor Kerwin advised the group that he was summoned to the Council meeting to listen only and not to make any recommendations. Motion by CI’m Breach, seconded by CI’m Ibberson to direct Solicitor Kerwin to draft a letter expressing Council’s concern to the Federation. Motion carried. President Dietz suggested that Enders and Martin also make their complaints known to both Upper Paxton Township and Millersburg Area School District Athletic Department. Solicitor Kerwin, Enders, Martin, Heckert and Fuhrman then left the meeting.

Committee Reports

Employee Relations – President Dietz reported that there will be an executive session later in the meeting.

Finance and Risk Management

Swinging Bridge Insurance Coverage – Council reviewed Manager McGann’s report which indicates \$200,000 worth of property insurance through EMC would cost \$1,459, excluding flood insurance. Council took no action since they felt that flood damage was the most likely exposure. McGann is working on obtaining two quotes on maximum capacity and will have the associated study costs available for discussion at the upcoming Committee meetings.

2017 Audit – Secretary Jackson requested direction on when to schedule J.H. Williams representatives to review their draft financial statements with the Council. Council agreed that they should be invited to the June Committee meeting.

Parks and Recreation

2018 Ferry Boat Rates – Council reviewed the proposed rates for the upcoming season. The rates included across the board increases and the Operations Manager provided the Board’s reasoning for the increases. Motion by Cl’m Breach, seconded by Cl’m Ibberson to approve the rates for 2018 as presented. Motion carried.

Facility Use Agreement – Health Kids Running Series – The organization requests the use of MYO Park for a children’s running series on Sundays from April 8 to May 6, 2018. Motion by Cl’m Breach, seconded by Cl’m Boyer to approve the agreement as presented and to waive the user fee. Motion carried.

Facility Use Agreement – Little League Baseball – The organization requests the use of Seal Park baseball field for games and practices from April 14 to October 31, 2018. Motion by Cl’m Boyer, seconded by Cl’m Ibberson to approve the agreement as presented and to waive the user fee. Motion carried.

Facility Use Agreement – Teener Baseball – Manager McGann reported that no agreement has been received to date. The organization is requesting that football practices be held at the Reamer lot due to wear and tear on the MYO field. McGann will contact the football organization to discuss the change.

Facility Use Agreement – Girls Softball – The organization requests the use of Bradenbaugh Park softball field for games and practices from April 1 to July 31, 2018. Motion by Cl’m breach, seconded by Cl’m Ibberson to approve the agreement as presented and to waive the user fee. Motion carried.

Welcome Center Concession Stand – Manager McGann reported that he is expecting a proposal from an individual who is interested in renting. Last season’s tenant Tiffany Munro has not removed her personal items yet, including the vending machines. The deadline is April 15. Council directed Manager McGann to check with Solicitor Kerwin to see if the Public Works crew may remove the items after the deadline and store them in the Pine Street garage.

Property

Millersburg Reamer Property Update – Cl’m Boyer reported that the demolition is almost complete. An underground storage tank has been discovered. The job specifications state that Dauphin County will pay the expense to pump it however, the County is unwilling to do so. ADM Logistics quoted not to exceed \$1,200 to pump the tank. Motion by Cl’m Boyer, seconded by Cl’m Breach to pay up to \$1,200 to ADM Logistics to pump the tank with hopes to be reimbursed by Dauphin County. Motion carried with yes votes from Cl’ms Boyer, Breach, Dietz and Ibberson. Cl’m Boyer plans to attend the next Dauphin County Land Bank Authority meeting to pursue getting reimbursed. Motion by Cl’m Boyer, seconded by Cl’m Breach to invoice the Dauphin County Land Bank Authority for \$1,200 if and when they agree to pay for the expense. Motion carried.

ADM Logistics Invoices – Council reviewed a March 25 invoice for \$16,250 and an April 2 invoice for \$16,250, representing the second and third draws on the project. Motion by Cl’m Breach, seconded by Cl’m Ibberson to forward both invoices to Dauphin County for payment. Motion carried.

Daniel Miller House Update – Manager McGann reported that the furnace needed repaired recently at the tenant’s request. Currently, the water heater is leaking. Imhof’s quoted a new 2 gallon unit for \$500.57. Council directed Manager McGann to obtain prices on a 20-25 gallon unit.

Public Safety

Police Vehicle – Cl’m Ibberson reported that the new SUV is being detailed.

Streets

Borough Ordinance No. 2-18 – Street Closure Ordinance Legal Notice – Council reviewed the legal notice to advertise Borough Ordinance No. 2-18. This ordinance establishes procedure for closing public streets and penalties for unauthorized street closures. Motion by Cl'm Breach, seconded by Cl'm Ibberson to place the advertisement one time in the Upper Dauphin Sentinel with the intention of adopting the Ordinance at the May 9th Council meeting. Motion carried with yes votes from Cl'ms Boyer, Breach, Dietz and Ibberson.

Paving Project Pre-Bid Meeting – Manager McGann reported that Mid State Paving and New Enterprise are interested in bidding this project.

Economic Development – Cl'm Dietz reported that the Cherry Blossom Festival is set for May 5th. Council discussed the recent closures of businesses and the passing of a long-time business owner and agreed that as a Council they are doing the right thing by remaining positive.

Mayor's Report – March Police Department statistical reports were provided to all Cl'ms. Cl'm Ibberson reported that Mayor Ibberson will check with the officers to find out if they have had NARCAN training. Cl'm Ibberson further reported that the local District Justice does not support the police charges with reference to the problem of bicyclists travelling the wrong way on Borough streets. Cl'm Breach reported that Mark Himmelreich (owner of Big Himmy's) would like to work with Cpl. Wise on a bike rodeo and safety event.

Manager's Report – Written report provided to all Cl'ms.

Unfinished Business

Borough Ordinance No. 1-18 – Act 172 Volunteer Firefighter Tax Relief – This ordinance provides an earned income tax credit for qualified volunteer firefighters under Act 172. Application will be due to the Borough by December 1st each year.

Borough Resolution No. 18-09 – Act 172 Volunteer Firefighter Tax Relief Requirements – This resolution sets the qualification criteria for tax relief under Borough Ordinance No. 1-18. Motion by Cl'm Ibberson, seconded by Cl'm Breach to adopt Borough Ordinance No. 1-18 and to pass Borough Resolution No. 18-09. Motion carried.

Council Vacancy Letter of Interest – Council reviewed a letter of interest from David A. Rivera of 290 Union Street. Motion by Cl'm Ibberson, seconded by Cl'm Boyer to appoint David Allen Rivera to Council through the first Monday in 2020. Manager McGann will advise Mr. Rivera of Council's action. Additionally, guest Brian Hoch stated that he was present to observe the meeting proceedings and that he is interested in the other vacant seat. He will be submitting a letter of interest. Mr. Hoch then left the meeting.

New Business

Display Sales Christmas Bulbs – Council reviewed two quotes from Display Sales. One quote was for 300 bulbs for \$1,155 and the second quote was for 625 bulbs and 25 light strings for \$1,162. Motion by Cl'm Breach, seconded by Cl'm Boyer to purchase all items as quoted for a total of \$2,317 to be reimbursed by the Millersburg Lions Club. Motion carried with yes votes from Cl'ms Boyer, Breach, Dietz and Ibberson.

Zoning Hearing Board Appointment – Council reviewed an email from Brian Musa who is resigning from the Zoning Hearing Board due to moving out of the area. Motion by Cl'm Breach, seconded by Cl'm Ibberson to accept Mr. Musa's resignation. Motion carried. Council directed Manager McGann to post the vacancy on the Borough's Facebook page and website. Motion by Cl'm Breach, seconded by Cl'm Ibberson

to expand the advertisement for adoption of Borough Ordinance No. 2-18 to include notice of the Zoning Hearing Board vacancy. Motion carried with yes votes from Cl'ms Boyer, Breach, Dietz and Ibberson.

Seasonal Ordinance Reminder – Council directed Manager McGann to write a press release for the Upper Dauphin Sentinel reminding Borough residents of our ordinances regarding grass height and vegetation and tree limb restrictions. The reminder is also to be put on Facebook and the Borough's website

Police Coverage Discussion – Cl'm Boyer related a recent experience he had which necessitated calling for assistance from the Borough Police. Their timely response to the call reaffirmed for him the need for local coverage. Council agreed to proceed by placing an ad for part-time police on the Borough's website. Council also authorized Manager McGann to research the COPS grant as an alternative.

Communications – All communications were made available to Cl'ms. There was nothing requiring Council action.

HRG – CDBG-DR Storm Sewer Relocation Project – Council reviewed and discussed three written status updates on the project which is now underway.

Organization Reports

Upper Dauphin COG – President Dietz reported that the March meeting was hosted by Berrysburg Borough. They worked on suggested topics for future meetings and discussed ways to increase participation. The next meeting will be on April 19th.

Millersburg Planning Commission – Manager McGann reported that the Annual Report to Council has been completed. McGann reviewed the highlights with the Council. Gerry Duke, Dauphin County Planning Commission Director, was the featured speaker at the April meeting. His presentation was on the role of the Planning Commission. Cl'm Breach requested more research on small cell tower health effects; Manager McGann will follow up.

Millersburg Pool Association – Manager McGann reported that he showed the JMT proposed concept for the field between the pool and the High School to Kathy Weiss, Pool Manager. She had no objections and added that the pool could use a higher fence.

Millersburg Fire Company – Cl'm Ibberson had nothing to report. The Council received the auditor's letter for year 2016. There were no findings or recommendations.

Millersburg Area Authority – March minutes were provided to all Cl'ms.

Dauphin County Tax Collection Committee – Secretary Jackson reported that the March meeting was cancelled due to snow and the next meeting will be in May.

Millersburg Ferry Boat Association – February meeting minutes were provided to all Cl'ms. The Ferry Boat Asso. received a tourism award.

Dauphin Lebanon County Boroughs Association – President Dietz reported that the Association will meet on April 24th at Perkins.

Zoning Hearing Board – Manager McGann reported that there were no hearings held.

Upper Dauphin Industrial Development Authority – Solicitor Engle provided an agenda from the recent meeting; minutes were not yet available.

Millersburg Civil Service Commission – No report.

JMT (Master Parks Plan) – Manager McGann reported that the local study group met recently. Concept drawings of Seal, Market Square and Bradenbaugh Parks were provided by JMT. President Dietz reported that he and Manager McGann will be attending the upcoming School Board meeting to present the concept of the field at the pool to get the Board’s feedback.

Millersburg Borough Safety Committee – Manager McGann reported that there was no meeting.

Next Meeting – President Dietz announced that the next meeting will be on April 25th.

President Dietz called an executive session at 10:15PM to discuss an employee relations matter. Part way through the executive session, Manager McGann and Secretary Jackson were excused. President Dietz called the meeting back in to regular session at 10:30PM with McGann and Jackson returning to Council Chambers.

Public Works Hire – Motion by Cl’m Breach, seconded by Cl’m Ibberson to extend an offer of employment to Branson Smith at \$15 per hour with the possibility of an additional 50 cents per hour with a positive 60 day review, to begin on April 30th, all contingent upon successful pre-employment testing. Manager McGann shall make the offer and a decision is to be given by April 16th. Motion carried. Council directed Manager McGann to send letters to the other applicants advising them of Council’s decision.

The meeting was recessed to the Call of the Chair at 10:40PM.

Respectfully submitted,

Ann Bowman Jackson
Borough Secretary