

Millersburg Borough Council Committee of the Whole
Minutes
August 22, 2018
Millersburg Borough Council Chambers

Present: Committee Chairs Chris Dietz, Dave Rivera, Brian Hoch, Gary Ibberson, Brent Boyer, Nichole Hooper, and Joy Breach. Mayor Rick Ibberson and Borough Manager Chris McGann were also present.

The meeting came to order at 8:05 p.m.

Compensatory Time Policy

Manager McGann reported that the policy is nearly complete, but we are waiting for a final piece of input from Solicitor Kerwin. The outstanding question is what would happen in the event that an employee exceeds the number of comp time hours that may be “banked.” Chairwoman Hooper noted that the Commonwealth’s policy is that comp time hours must be used within 120 days or the hours are paid out. Once the Solicitor’s input is received, McGann will send the proposed policy to Chairwoman Hooper for final review. The intent is to take final action on adoption at the September Business Meeting.

Shared Services Agreement

The Committee reviewed Manager McGann’s proposed agreement among the Borough, Upper Paxton Township and the Millersburg Area Authority. The draft has been approved by the Borough Solicitor. McGann explained that the agreement formally specifies that the employees of any of the three entities are performing official job functions in the event that there is a written request for assistance from another entity. The effect is that the Borough’s Worker’s Compensation coverage would apply even when employees are working for another entity following a formal request for assistance. The agreement also discusses which entity would cover damage to borrowed equipment. The Committee would like our insurance agent to review the language covering property/inland marine/auto coverages. McGann asked the Committee members to do a final review of the language as well. If there are no further concerns, the draft will be circulated to the Authority and Township early next week.

Facility Use Agreement – Political Rally

The Patty Smith for PA campaign has requested the use of Veterans Park for a political rally and ice cream social. McGann ask for direction on a user fee. Since the event would require reserving the park, the Committee agreed to a fee of \$55. A park reservation fee is also to be added to the fee schedule for 2019. The agreement will be an action item for the Business Meeting.

Seal Park Vandalism

The Committee discussed a recent case of vandalism at Seal Park. Most of the graffiti was remediated, but there is still a faint remnant of some spray paint on one piece of playground equipment. The committee directed McGann to contact the original supplier to see if touch up paint is available. Failing that, there was discussion of either taking the

piece to an auto body shop or replacing the piece entirely. The Committee further authorized a reward of \$250 for information leading to an arrest and conviction. Per Borough Ordinance, the cost of a reward would be added to the restitution request. There was also a discussion of the schedules of Borough police and the possibility of installing security cameras. Chairman Boyer requested a breakdown of recent vandalism incidents and whether local police were on duty at the times the incidents occurred.

Police Department Facebook Page

Chairwoman Breach raised a concern about a recent post on the police department's Facebook page regarding an incident involving a drug overdose and the use of Narcan. After discussion, the Committee members and Mayor Ibberson concluded that the page should not be used for routine incident reports, but these reports should still be provided to the media. Instead, the page is to be maintained for use in emergencies and higher profile cases. McGann was directed to work with Mayor Ibberson on a policy revision governing the page.

Compact Car Parking Ordinance

During the business portion of the meeting, Council received a message from a Market Street business owner objecting to the recent Ordinance regarding compact car parking. After extensive discussion about the pros and cons, Committee members could not reach a consensus on whether or not to repeal the Ordinance. During any Business Meeting, a motion could be made to start the process to repeal the Ordinance. There was also a discussion on the best ways to enforce speeding on Market Street, which appears to factor into the safety aspect. Specifically, the intent of the ordinance is to give drivers better lines of sight for drivers pulling on to Market Street. The safety hazard would be mitigated if drivers on Market Street would slow down. It was noted that local police in Pennsylvania may not use radar, but the enabling legislation has made it further in the General Assembly this year than similar bills in past legislative sessions.

Center Street Signage

The Committee directed McGann to have signage installed on the 200 block of Center Street at the theater/church parking lot. The signage is to indicate the legal direction of travel for vehicles exiting the lot.

Mayor Ibberson left the meeting at 9:20 p.m.

River Street Signage

McGann circulated a proposed design for signage to be posted along River Street in areas where on-street parking is allowed. The signs are courtesy notices asking people to park boat trailers at the Reamer lot rather than areas where residents usually park. The design was approved and the signs are to be 12"x12".

Sidewalks

A letter to the editor appeared in yesterday's edition of the Upper Dauphin Sentinel concerning sidewalks and general property maintenance. The editor of the newspaper invited the Borough to respond. Chairman Dietz and McGann drafted a response, which

also appeared in the newspaper. To address the issues raised in the letter, McGann provided to Committee Members a proposed plan of action for tackling the issue. It was agreed that addressing the large number of deteriorated sidewalks in the Borough will be a large undertaking and likely a multi-year process. It was also noted that sidewalk repair and restoration can be a heavy financial burden on property owners and that one Borough-owned sidewalk needs replaced. Chambersburg Borough is going through a similar sidewalk improvement project and McGann will contact the Borough Manager there to discuss their progress and whether they would have done anything differently. McGann also raised the possibility of asking our parking meter attendant if he would be willing assist with enforcement of sidewalks that are not cleared after snowstorms during the winter. Committee members agreed to the idea and McGann will discuss the option with Mayor Ibberson.

The following items will be on the agenda for the Sept. 12 Business Meeting:
Employee Relations – Compensatory Time Policy Revision
Parks: Facility Use Agreement – Patty Smith for PA

There being no further business, the meeting adjourned at 10:20 p.m.

Respectfully Submitted,

Christopher M. McGann
Millersburg Borough Manager