

**Millersburg Borough Council Minutes
December 12, 2018
Millersburg Borough Council Chambers**

Call to Order – President Dietz called the Council meeting to order at 7:06PM with Cl’ms Boyer, Breach, Hoch, Hooper, Ibberson and Rivera present. Mayor Ibberson, Manager McGann and Secretary Jackson were also present. The invocation was given by President Dietz, followed by the Pledge of Allegiance.

Guests – None.

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

Public Comment – none.

Financial Reports – Council reviewed the Financial Report. Motion by Cl’m Rivera, seconded by Cl’m Ibberson to accept the Financial Report as presented. Motion carried. The Capital Improvement Year to Date Report was also reviewed. Motion by Cl’m Rivera, seconded by Cl’m Ibberson to approve the Check Detail Report as presented. Motion carried with yes votes from Cl’ms Boyer, Breach, Dietz, Hoch, Hooper, Ibberson and Rivera.

Committee Reports

Employee Relations

2019-2022 Police Contract – President Dietz reviewed the changes in the new contract. The new term is January 1, 2019 through December 31, 2022. In early 2019, Council will be drafting a new Deferred Retirement Option Program Ordinance which will follow all PMRS requirements. Motion by Cl’m Rivera, seconded by Cl’m Hooper to approve the police contract for 2019 through 2022 as presented. Motion carried with yes votes from Cl’ms Boyer, Breach, Dietz, Hoch, Hooper, Ibberson and Rivera.

Finance and Risk Management

Insurance Renewals – Council reviewed the renewal rates for the Borough’s various coverages. One recommendation from our agent was to consider pollution coverage. Council agreed not to pursue because we are already storing chemicals properly and maintaining the MSDS book. The cost of this coverage is \$2,200.

Parks and Recreation

Swinging Bridge Update – Manager McGann reported that the bridge is repaired and opened.

Property

New Laptop for Manager – Manager McGann reviewed MIS’s quote for a new laptop, software, monitor and projector for \$1,600. His current laptop has been having issues due to its age. MIS will hold off invoicing until February or March 2019. Motion by Cl’m Rivera, seconded by Cl’m Hoch to approve MIS’s quote for \$1,600. Motion carried with yes votes from Cl’ms Boyer, Breach, Dietz, Hoch, Hooper, Ibberson and Rivera.

Public Safety – Cl’m Ibberson had nothing to report.

Streets

A & H Equipment Quote - Street Sweeper Rental – Manager McGann reviewed the quote to rent a street sweeper for the week of April 8-12, 2019 for \$2,600. This company is in Harrisburg, which is closer than our previous vendor. Motion by Cl'm Rivera, seconded by Cl'm Breach to approve the contract with A & H for \$2,600 for the street sweeper as quoted. Motion carried with yes votes from Cl'ms Boyer, Breach, Dietz, Hoch, Hooper, Ibberson and Rivera.

AJ's Truck & Trailer Center Inc. Invoice – Manager McGann reported that we had to get new mold boards for the 2011 truck. These boards hold the plow blades on and an existing one is bent. The invoice was for \$1,305.76. Motion by Cl'm Breach, seconded by Cl'm Rivera to pay \$1,305.76 to AJ's Truck & Trailer Center. Motion carried with yes votes from Cl'ms Boyer, Breach, Dietz, Hoch, Hooper, Ibberson and Rivera.

New Harrisburg Truck Body Company Invoice – Manager McGann reviewed the invoice for three sets of plow blades for the 2017 truck for \$1,232.44. Motion by Cl'm Hoch, seconded by Cl'm Rivera to approve paying \$1,232.44 to New Harrisburg Truck Body. Motion carried with yes votes from Cl'ms Boyer, Breach, Dietz, Hoch, Hooper, Ibberson and Rivera.

Ordinance for Handicapped Parking – President Dietz directed Manager McGann to have an ordinance drafted for the Council's January meeting. This ordinance will allow for on-street handicapped parking and set the requirements pertaining to same.

Center Street Water Issue – Manager McGann reported that we have been advised by Norfolk Southern Railroad that they are not responsible for the issue. The Public Works crew will be doing the patch work. PA One Call will be contacted regarding the underground AT&T fiber optic line. Norfolk Southern will be monitoring on-site for safety reasons. President Dietz directed McGann to contact PSAB to inquire about a borough's role in responding to One Call questions regarding storm sewer pipe locations.

Street Light Survey – Manager McGann reported that he will be doing an assessment of the Borough street lights and requested permission to work a short day in the office on the day he would be working at night. Council authorized his request. President Dietz directed him to wear his safety vest and to contact PPL to find out the recommended average distance between lights.

Economic Development

Shop Small Event – Cl'm Dietz reported that feedback from the participating businesses was very positive.

Mayor's Report – Mayor Ibberson reported that the Federal government has chosen Millersburg Borough as a small department to report to them. In order to participate, a \$6,000 grant is being sought to be able to cover Metro Technology's cost for the appropriate software. The November Police Department statistical reports were provided to all Cl'ms.

Manager's Report – Written report provided to all Cl'ms. Pothole Killers was invited to demonstrate their product. One homeowner in the 300 block of Moore Street complained that cars are throwing loose stone from the repair against his house.

Unfinished Business

Borough Ordinance No. 6-18 – Zoning Amendment – This amendment provides regulations for installation of mini cell towers, and revises language governing commercial signage, yard sales, ramps for handicapped accessibility and solar panels. Manager McGann reported that both the Millersburg Planning Commission and the Dauphin County Planning Commission have approved the draft. Motion by Cl'm Breach, seconded

by Cl'm Rivera to adopt Borough Ordinance No. 6-18 in light of there being no comments received at the public hearing. Motion carried.

2019 Budgets – President Dietz reported that the General Fund budget total is \$1,345,470.56; the Liquid Fuels budget totals \$114,191.67 and the Capital Improvement budget totals \$29,761. Motion by Cl'm Breach, seconded by Cl'm Rivera to approve the 2019 proposed budgets at the stated amounts. Motion carried with yes votes from Cl'ms Boyer, Breach, Dietz, Hoch, Hooper, Ibberson and Rivera.

Borough Ordinance No. 7-18 – 2019 Tax Levies – This ordinance sets the 2019 real estate tax at 5.70 mills (an increase of .25 mills over 2018) and the fire protection tax at .80 mills (an increase of .05 mills as per the contract for services). Motion by Cl'm Ibberson, seconded by Cl'm Rivera to adopt Borough Ordinance No. 7-18. Motion carried with yes votes from Cl'ms Boyer, Breach, Dietz, Hoch, Hooper, Ibberson and Rivera.

Borough Resolution No. 18-19 – 2019 Fee Schedule – Council reviewed the proposed fee schedule for 2019. Motion by Cl'm Hooper, seconded by Cl'm Rivera to approve Borough Resolution No. 18-19, establishing the various fees for 2019. Motion carried.

2019 Wage Certifications – Council reviewed the wage certifications for both the non-uniformed employees and police. Motion by Cl'm Hooper, seconded by Cl'm Rivera to approve the wage certifications, effective December 23, 2018. Motion carried with yes votes from Cl'ms Boyer, Breach, Dietz, Hoch, Hooper, Ibberson and Rivera.

State Street Storm Sewer Project – Application for Payment #8 – Regarding Application for Payment #7, President Dietz reported that Upper Paxton Township has agreed to the 60/40 split for the extras to be paid by the municipalities. Additionally, Dauphin County has sent an agreement regarding their payment of the \$73,550 in expenses.

Council reviewed HRG's latest accounting. The Borough's portion, payable to Farhat Excavating, is \$28,819.27. Manager McGann reported that the Township has already approved their portion. Motion by Cl'm Boyer, seconded by Cl'm Breach to pay \$28,819.27 to Farhat. Motion carried with yes votes from Cl'ms Boyer, Breach, Dietz, Hoch, Hooper, Ibberson and Rivera.

HRG Invoices – Council reviewed three invoices totaling \$56,408.10 and stated their intent to pay per the 60/40 split. Motion by Cl'm Rivera, seconded by Cl'm Ibberson to withhold payment of the Borough's portion of \$33,844.86 until Upper Paxton Township has had their questions and concerns satisfactorily addressed by HRG or until the Council meets again and can revisit the issue. Motion carried with yes votes from Cl'ms Boyer, Breach, Dietz, Hoch, Hooper, Ibberson and Rivera.

New Business

Legal Notice for 2019 Meeting Schedule – Council reviewed the draft legal notice as presented. Motion by Cl'm Breach, seconded by Cl'm Rivera to place the notice of 2019 Borough Council and Planning Commission meetings one time in the Upper Dauphin Sentinel. Motion carried with yes votes from Cl'ms Boyer, Breach, Dietz, Hoch, Hooper, Ibberson and Rivera.

Solicitor's Invoice for Services – Council reviewed Solicitor Kerwin's invoice for services. Motion by Cl'm Boyer, seconded by Cl'm Rivera to pay \$9,125 to Terrence J. Kerwin as invoiced. Motion carried with yes votes from Cl'ms Boyer, Breach, Dietz, Hoch, Hooper, Ibberson and Rivera. President Dietz directed Manager McGann to note in his budget file for 2020 that we increase the legal services line item by \$2,000.

Act 172 Volunteer Firefighter Tax Relief Eligibility List – Council reviewed the list of active firefighters and officers eligible for an earned income tax credit for year 2018 as provided for under Borough Ordinance No.

1-18. The list was prepared and submitted by Chief Doug Snyder. Motion by Cl'm Breach, seconded by Cl'm Hooper to approve the list as presented. Motion carried.

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

Organization Reports

The following appointments were proposed for the noted Boards and Commissions:

- Millersburg Planning Commission - 4 year term - Gary Ibberson
- Millersburg Area Authority - 1 year term (remainder of Bradley Boyer's term) - Bennett Boyer
- Millersburg Area Authority - 5 year term - James Schlegel
- Civil Service Commission - 6 year term - Gary Ibberson`
- Zoning Hearing Board - 2 year term - Alphus Klinger
- Zoning Hearing Board - 3 year term - Dennis Maloskey
- Upper Dauphin Industrial Development Authority - 5 year term - David Hawley
- Property Maintenance Appeals Board - 2 year term - Frederick Bednar
- Property Maintenance Appeals Board - 3 year term - Erick Wolochuk

Motion by Cl'm Hoch, seconded by Cl'm Rivera to approve all appointments as presented and to establish the ending date for Zoning Hearing Board members as December 31 of the appropriate year. Motion carried.

Millersburg Planning Commission – Manager McGann reported that he will be suggesting that they focus on 2007 Joint Comprehensive Plan, with regard to recommendations and undone projects.

MYO Park Renovations Project - Council agreed to have Brinjac Engineering review the stormwater plan for the MYO Park Renovations Project even though it is also being done by LandStudies. The estimated time is two hours at Brinjac's contracted rate.

Next Meeting – President Dietz announced that the next will be on January 9, 2019.

Motion by Cl'm Breach, seconded by Cl'm Ibberson to adjourn the meeting at 8:35PM. Motion carried.

Respectfully submitted,

Ann Bowman Jackson
Borough Secretary