

**Millersburg Borough Council Committee of the Whole
Minutes
January 23, 2019
Millersburg Borough Council Chambers**

Present: Committee Chairs Chris Dietz, Dave Rivera, Gary Ibberson, Brent Boyer and Joy Breach. Borough Manager Chris McGann was also present.

The meeting came to order at 6:58 p.m.

Dauphin County Premier Project Awards

The Premier Project Award was shown to Committee members. Chairman Dietz thanked Chairwoman Breach and Manager McGann for attending the awards ceremony and asked to have the Upper Dauphin Sentinel article from the event framed and posted.

Ordinance Revisions

McGann briefly noted the Ordinance revisions that he is working on with Mayor Ibberson. He further mentioned the possibility of completing the recodification process in 2020 and 2021 after Council is satisfied with the most current ordinance language.

Master Parks Plan Review

Committee members reviewed the final draft of the Master Parks Plan, as prepared by JMT. There was discussion on several points, but no changes to the draft were suggested. Manager McGann reported on two monetary offers for upgrades to Market Square/Veterans Park that could fund some of the proposed projects. The final Plan will need to be adopted by resolution. Committee members would like the public to have a final chance to review and comment. McGann was directed to post an electronic version of the plan on the Borough's website and announce its availability on the Facebook page and in the Sentinel. Final adoption and approval of the final invoice is expected at the March business meeting.

Seal Park Trust

There have been previous discussions of liquidating the Seal Trust and using the money for capital projects, such as those found in the Master Parks Plan and/or investing the money in order to benefit from interest payments. McGann was directed to consult Mayor Ibberson and Solicitor Kerwin regarding the proposal.

Concession Stand

So far, no proposals have been received. The deadline is Feb. 13, in advance of the business meeting.

Gazebo

Photos of the damaged and worn floor boards were reviewed. McGann reported that he is waiting for an estimate to have the floor boards professionally repaired. The same contractor will be quoting a price to install a second set of steps on the structure, as detailed in the Master Parks Plan. There was some discussion of using a plastic type of

board, but wood will be used. Chairman Rivera requested that the public works crew use adhesive bonding primer when painting the structure.

New Mower Purchase

There is \$9,000 budgeted this year for a new riding mower for the public works department. This will replace the Kubota tractor model. So far, quotes have been received for a John Deere mower. We are still waiting for quotes on Bad Boy, Ferris and Kubota brand mowers.

MYO Park Project

The Borough Engineer has reviewed the stormwater management plans developed by the consultants on the MYO Project. A conference call was held earlier this month and some recommended waivers to ordinance requirements are being developed. Council would need to formally approve the waivers. McGann has asked for the documentation in time for the February Business Meeting.

Seal Park Request

Chairman Dietz received a request to have stone placed on one of the informal paths on the west side of Seal Park. After discussion, it was decided that the proposal is not feasible. The grade is too steep, which would cause the stone to wash into the grass. Additionally, the trail would terminate in the grass rather than connect to the rest of the trail system in the park. Chairman Dietz will respond to the person who made the request.

Facility Use Agreements

Three facility use agreements for parks will be on the agenda for the Business Meeting.

2019 Paving Program

Committee members reviewed the proposal for paving the Borough's portion of Rising Sun Road as a joint project with Upper Paxton Township. The proposal would be to install a new wearing course and perform base repairs as needed. Repairs to the catch basins can be performed in-house. The Committee members would also like the Borough engineer to provide the usual services such as site visits and contract preparation. The project will require a Highway Occupancy Permit to tie into the state highway. Approval of the contract with Brinjac will be an action item for the Business Meeting.

Bowman Street Parking Situation

McGann showed a photo of the parking situation on Bowman Street. He recommended "no parking this side" for the north side of the street. Committee members took it under advisement, but no action is planned at this time.

Handicapped Parking Ordinance

The draft ordinance was reviewed by the committee. One outstanding question to be answered is whether a handicapped parking space would be specifically reserved for the person who requested (and paid for) the space at a residential property. Committee members were asked to continue to review the draft and Solicitor Kerwin will be asked to review the language.

LED Street Light Upgrade

Chairman Dietz and Manager McGann presented their research into the LED upgrade proposal. One point of discussion has been whether LED lights attract insects, particularly mayflies. Our electricity purchasing consortium representative has suggested color temperatures in the 2700K to 3200K range. According to an internet search, this would result in a yellowish light rather than a blue/white shade, which have higher color temperatures. The other major question was public reaction. After speaking with other municipalities that have converted to LEDs, there were a handful of isolated complaints, but most reaction was neutral to supportive. McGann was authorized to have further discussions with PPL. The following issues are to be addressed with PPL:

- Would it be possible to have different color temperatures in different parts of town? Perhaps the 2700K to 3200K could be used closer to the river, where mayflies are a concern, and higher temperatures could be used in the rest of the Borough?
- What options are available for the pole lights in the Square?

The Committee would like a formal vote at a Business Meeting before the project is finalized.

Facility Use Request – Cherry Blossom Festival

The festival is scheduled for May 4, 2019. One possible addition for this year is the inclusion of pony rides, provided by 4H. McGann is working on options to ensure that the rides can be provided safely.

Right to Know Request Form

McGann reported that a new form is being used, in keeping with recommendations from the Commonwealth's Office of Open Records.

HRG Supplemental Request

Committee members reviewed the request regarding additional funds for the State Street Storm Sewer project. Committee members were opposed to paying any additional funds and there is no money available anyway. McGann will draft an appropriate response and have Chairman Dietz review.

Pet Store Claim

Committee members reviewed a document that was received from Cathy's Critters regarding claims of lost revenue connected to the State Street Storm Sewer project. Solicitor Kerwin will be consulted on the matter and HRG will be asked to provide additional data regarding when access to the store was blocked.

Property Maintenance Deputy

Chairman Boyer announced that Donald "Skip" Wingard has agreed to work as a volunteer deputy to assist with the property maintenance program. Per the Property Maintenance Ordinance, Council consent is required to deputize a person. This will be an action item for the Business Meeting. McGann will draft a proposed list of duties for Mr. Wingard.

Public Works Building

Committee members discussed the proposed new public works building to replace the deteriorating building at the Pine Street lot. The Committee had previously weighed the option of rebuilding at Pine Street or relocating operations to the Keystone Street lot. Committee members ultimately settled on reusing the Pine Street lot with a budget in the \$200,000 to \$300,000 range. A land development review by the Dauphin County Planning Commission will be necessary. McGann will check if ADA-accessible restrooms will be required by the building codes. There was also a brief discussion on the future of the office space and garage area of the Borough Building at 101 West Street, but no formal plans were discussed.

The following items will be on the agenda for the Feb. 13 Business Meeting:

Parks: Concession Stand Proposals Review

Parks: Gazebo Repairs

Parks: Facility Use Request – High School Baseball

Parks: Facility Use Request – Healthy Kids Running Series

Parks: Facility Use Request – Little League

Parks: Stormwater Requirements Waiver – MYO Park Renovation Project

Property: Riding Mower Purchase

Streets: Brinjac Contract: 2019 Paving Project

Streets: Facility Use Request – Cherry Blossom Festival

Streets: Legal Notice: Ordinance No. _____ Handicapped Parking

New Business: Property Maintenance Deputy

There being no further business, the meeting adjourned at 9:45 p.m.

Respectfully Submitted,

Christopher M. McGann
Millersburg Borough Manager