

Millersburg Borough Council Minutes
June 12, 2019
Millersburg Borough Council Chambers

Call to Order – President Dietz called the Council meeting to order at 7:03PM with Cl’ms Boyer, Breach, Hoch, Hooper Ibberson and Rivera present. Mayor Ibberson (arrived at 7:33PM), Manager McGann and Secretary Jackson were also present. The invocation was given by President Dietz, followed by the Pledge of Allegiance.

Guests –David Straub and Joseph Gurnari, representing JH Williams, CPA; Rodney Collins, Teena Ness and Michael Kattner.

Approval of Minutes – Motion by Cl’m Breach, seconded by Cl’m Rivera to approve the minutes from the May 8 and May 22, 2019 meetings as presented. Motion carried.

Public Comment

President Dietz recognized David Straub and Joseph Gurnari who were present to review the 2018 draft financial statements. The main audit and single-audit on the State Street Storm Sewer Relocation project were both clean. Council was requested to approve the financial statements, sign the Management Representation letter and approve the Corrective Action Plan on the Single Audit Report. Following their presentation, both gentlemen left the meeting.

President Dietz recognized Rodney Collins of 590 Bowman Street, who was present to discuss use of his lot in the 600 block of Bowman Street. Mr. Collins reported that he is being harassed because he received a letter from the Borough Manager requiring him to remove a vehicle from his lot. President Dietz advised that the lot has a deed restriction stating that the only use for said lot is as a retention pond. Mr. Collins also reported that there are ten properties in the same development that are in violation of their deeds by having sheds. Further, he reported that he submitted 40 photos to Cpl. Wise showing uninspected cars and trailers located all over town and that nothing has been done about it. President Dietz responded that this matter will be looked into with the Police. Mr. Collins then left the meeting. Mayor Ibberson arrived at this time and President Dietz asked that he speak with Cpl. Wise about the pictures and status of any violations. Mayor Ibberson and Manager McGann will also work on updating various ordinances via additional clarification.

President Dietz recognized Teena Ness of 178 Pine Street who addressed Council regarding parking issues at Pine and West Streets. There was discussion about painting parking stalls, which is typically only done in metered areas. President Dietz advised Ms. Ness to take pictures of the incidents and stated that Council will try to monitor this matter. Manager McGann was also directed to take pictures for review at the June Committee meeting.

Financial Reports – Council reviewed the Financial Report. Motion by Cl’m Beach, 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 Breach 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

Pension Study – Council reviewed the costs associated with implementing optional benefits to the Non-Uniformed Employee plan. Motion by Cl’m Boyer, seconded by Cl’m Hooper to request that PMRS add the

disability benefit to the Non-Uniformed Employee Pension plan at the additional cost of \$3,426 per year. Motion carried with yes votes from Cl'ms Boyer, Breach, Dietz, Hoch, Hooper, Ibberson and Rivera. Cl'm Hooper left the meeting.

Wage Adjustment – Manager McGann reported that Branson Smith has successfully completed his probation period. Motion by Cl'm Boyer, seconded by Cl'm reach to award employee Branson Smith a 50 cents per hour raise retroactive to the first full pay following the end of his probation and another 50 cents per hour upon obtaining his pesticide applicator's license. Motion carried with yes votes from Cl'ms Boyer, Breach, Dietz, Hoch, Ibberson and Rivera.

Joint Council/Police Meeting – Cpl. Wise is unable to attend on any of the proposed dates. President Dietz directed Manager McGann to arrange some July dates.

Finance and Risk Management

Builder's Risk Insurance – Council considered purchasing coverage for the MYO Park Renovation project but opted to not pursue.

Shared Services Agreement – This agreement is between the Borough and Millersburg Area Authority and addresses equipment and personnel sharing between the two entities. Both entities' solicitors have reviewed the agreement. Motion by Cl'm Hoch, seconded by Cl'm Rivera to approve the agreement. Motion carried.

2018 Audit – Motion by Cl'm Breach, seconded by Cl'm Rivera to accept the draft copy of the 2018 financial statements and to place the appropriate legal notice in the Upper Dauphin Sentinel. Additionally, no corrective action is planned per the Single Audit on the State Street Storm Sewer Relocation project. Motion carried with yes votes from Cl'ms Boyer, Breach, Dietz, Hoch, Ibberson and Rivera.

Parks and Recreation

Riverfront Clean Up – Cl'm Boyer reported that the clean-up has not been done yet due to high water and directed Manager McGann to instruct the Public Works crew to proceed. Cl'm Boyer will contact Grosser's once all the debris has been added to the existing site.

Ms. Ness left the meeting.

LandStudies Proposal – Council reviewed Change Order #1, which addresses additional storm water management work. Motion by Cl'm Boyer, seconded by Cl'm Breach to pay the \$4,500 charge from the project funds. Motion carried with yes votes from Cl'ms Boyer, Breach, Dietz, Hoch, Ibberson and Rivera.

YSM Invoice – MYO Park Renovation Project – Council reviewed invoices in the amounts of \$5,694.80 and \$1,514.25. Motion by Cl'm Breach, seconded by Cl'm Rivera to pay the two invoices as presented and to request reimbursement from Dauphin County from the Gaming Grant. Motion carried with yes votes from Cl'ms Boyer, Breach, Dietz, Hoch, Ibberson and Rivera.

Facility Use Agreement – Health Kids Running Series – The organization requests the use of MYO and Riverfront Parks on Sundays, September 8 through October 6 from 4:00 to 6:00PM for the children's running series. Special requirements were reviewed. Motion by Cl'm Boyer, seconded by Cl'm Breach to approve the agreement as presented, with no user fee. Motion carried.

Facility Use Agreement – Motor Trend – The organization requests the use of Riverfront Park on June 20-23 for a television production. Special requirements were reviewed. Motion by Cl'm Hoch, seconded by Cl'm Rivera to approve the agreement as presented, with no user fee. Motion carried.

Property

Pine Street Property Update – Cl'm Rivera reviewed a proposed drawing of the new building and Council discussed various options. The next step is to obtain cost estimates.

Public Safety

Streets

MYO Compost Site – Cl'm Hoch stated that while using the site, he has seen trash, concrete and rock. Manager McGann stated that the crew will mount a trail camera.

Illegal Turns – Cl'm Hoch reported that he has seen a lot of illegal left turns from Walnut Street onto Union Street. The additional “No Left Turns” sign has not been put up yet. Police will be asked to monitor the area.

Union Street Shade Tree – Ken Miller would like to trim the shade tree in front of his business but Council expressed their concern over the appearance of the tree afterward. Motion by Cl'm Breach, seconded by Cl'm Ibberson to permit Mr. Miller to trim the tree and to reevaluate the situation then. Manager McGann requested that Council consider reconstituting the Shade Tree Commission. President Dietz directed him to put this matter on social media.

School Zone Signs – Manager McGann reported that we did not receive the ARLE grant for 2019 from Penn DOT. Council reviewed a quote from Atlantic Transportation Systems, Inc. for two solar-powered signs totaling \$15,830. Upper Paxton Township would be responsible to pay for one-half the quote since one of the signs is situated in the Township. Motion by Cl'm Hoch, seconded by Cl'm Rivera to pay one-half of the ATS quote. Motion carried with yes votes from Cl'ms Boyer, Breach, Dietz, Hoch, Ibberson and Rivera. President Dietz directed Manager McGann to also purchase two static “End School Zone” signs.

Economic Development – Cl'm Dietz had nothing to report.

Mayor's Report

Police Radio Band – Mayor Ibberson reported that the police radio band of frequency for Dauphin County is in jeopardy of being sold. This matter will be monitored.

Monthly Statistical Reports – In addition to what is captured on this report, Cl'm Boyer requested more detailed information, if possible, when our Police respond to drug related incidents.

Social Media Reports – Cl'm Breach requested that the Police stop posting details of drug overdoses on social media.

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

Unfinished Business

Right to Know Request – Cl'm Boyer updated the Council on his recent Right to Know request submitted to the PA State Police, in which he requested PSP's response time to an incident on West Union Street. The response from the PSP was that they are not able to provide that information to him. Cl'm Boyer expressed

his disappointment in the response stating that as community leaders, he feels we should know that information.

New Business

Mountain Ridge Metals Proposal – Council reviewed a proposal for 168 eight-foot poles and 10 fourteen-foot poles for the Christmas lighting display, for \$1,000, which is for material only. Labor would be donated. Motion by Cl'm Hoch, seconded by Cl'm Ibberson to approve the proposal contingent upon the Lions Club agreeing to pay for the expense. Motion carried with yes votes from Cl'ms Boyer, Breach, Dietz, Hoch, Ibberson and Rivera.

Sign Request – 625 N. Market Street – The zoning ordinance allows for a 2x2 square foot sign in a commercial zone. The business planning to move into the building is requesting permission to put up a 4x6 square foot sign. Motion by Cl'm Breach, seconded by Cl'm Ibberson to allow the request. The language in the zoning ordinance will be revisited.

PSAB Update – President Diet reported to the Council that PSAB has adopted legislation supporting Restore PA and PennDOT responsibility for stormwater maintenance expenses on State roads.

Communications – All communications were made available to Cl'ms. Manager McGann reported that PPL has agreed to install a shield on the streetlight at Charles and Stephanie Shadel's house on Moore Street to address their complaint regarding the new LED lights.

Organization Reports

Upper Dauphin COG – Cl'm Dietz reported that the May meeting was held at Mifflin Township. They are working on updating UDCOG's website.

Millersburg Planning Commission – Manager McGann reported that there was no quorum at the last meeting. The next meeting will be in August.

Millersburg Area Pool Association – No report.

Millersburg Fire Company – April meeting minutes were provided. President Dietz reported that we received a snack basket at the recent banquet.

Millersburg Area Authority – May meeting minutes were provided to all Council members.

Dauphin County Tax Collection Committee – March summary meeting minutes were provided. Secretary Jackson reported that the Committee met in May.

Millersburg Ferry Boat Association – February, March and April minutes were provided.

Dauphin Lebanon County Borough Association – President Dietz reported that the group passed a resolution supporting keeping EIT collections as-is rather than having the State take them over. The next meeting will be on July 23.

Zoning Hearing Board – Manager McGann reported that there have been no hearings.

Upper Dauphin Industrial Development Authority – No report.

Millersburg Civil Service Commission – No report.

Millersburg Borough Safety Committee – Manager McGann reported that the Committee watched a webinar on heat illness and summertime safety issues.

Next Meeting – President Dietz announced that the Council will meet next on June 26.

The meeting was recessed to the Call of the Chair at 10:07PM.

Respectfully submitted,

Ann Bowman Jackson
Borough Secretary