

Millersburg Borough Council Minutes
March 13, 2019
Millersburg Borough Council Chambers

Call to Order – President Dietz called the Council meeting to order at 7:02PM with Cl’ms Boyer, Breach, Hoch, Ibberson and Rivera present. Manager McGann and Secretary Jackson were also present. The invocation was given by President Dietz, followed by the Pledge of Allegiance.

Guests – Scott Isenberg, Donald Wingard, Dylan Kessler, Courtney Oxenrider and Michael Kettner.

Adjournment of the February 13, 2019 Council Meeting – President Dietz reported that the February 13, 2019 Council meeting was adjourned to the Call of the Chair. There was not a quorum at the February 27, 2019 meeting. Motion by Cl’m Hoch, seconded by Cl’m Rivera to adjourn the February 13 meeting at 7:04PM on March 13. Motion carried.

Approval of Minutes – Motion by Cl’m Ibberson, seconded by Cl’m Rivera to approve the minutes from the February 13 and February 27, 2019 meetings as presented. Motion carried.

Public Comment

President Dietz recognized Scott Isenberg, who owns property at 443 Market Street. Mr. Isenberg advised the Council that a man with obvious mental health issues has been harassing members of Trinity UCC Church on Center Street on the past three Sunday mornings. State and local police have been called, but have only advised calling 911, if necessary. Mr. Wingard reported that he spoke with this gentleman’s caseworker to learn this individual’s placement history. Since the individual is seen by both Mr. Isenberg and Mr. Wingard as a possible threat to public safety, Council agreed to contact the Dauphin County Commissioners to explain this situation and to question the County’s involvement and responsibility. Additionally, Mr. Isenberg stated that there are multiple property maintenance issues in the 400 block of Market Street and requested investigation. Mr. Isenberg and Mr. Wingard then left the meeting.

Lion’s Club Check Presentation – Manager McGann, representing the Millersburg Lion’s Club, presented an oversized check in the amount of \$4,454.80 to President Dietz for this past season’s holiday lighting expenses. President Dietz asked that McGann relay his thanks to the Lion’s Club membership.

President Dietz welcomed the Millersburg High School students in attendance.

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

Committee Reports

Employee Relations

Pension Plans – This matter was tabled for discussion at the March Committee meetings. There are a number of questions pending answers from PMRS. Manager McGann has prepared a PowerPoint presentation for Council on the basics of the two plans.

Employee Manual Update – Personnel Files Policy – Council reviewed draft language for Sections 1001 and 1002. Solicitor Kerwin has approved the amended language. President Dietz directed McGann to forward the amendment to the Police Bargaining Unit via email, with their response requested by April 8, 2019.

Finance and Risk Management

Fire Company Audit Committee Appointment – Motion by Cl'm Breach, seconded by Cl'm Ibberson to appoint Secretary Jackson to serve as the Borough's representative for the Fire Company's audit for 2018, on Borough time. Motion carried with yes votes from Cl'ms Boyer, Breach, Dietz, Hoch, Ibberson and Rivera.

Parks and Recreation

Riverfront Clean Up – Manager McGann reported that the High School Conservation Club will be cleaning up on March 27 and a second date TBD.

Borough Resolution No. 19-03 – Approval of Master Parks Plan – Motion by Cl'm Breach, seconded by Cl'm Boyer to approve Borough Resolution No. 19-03, approving the Master Parks Plan as provided by JMT. Motion carried.

JMT Final Invoice – Manger McGann outlined the remaining steps. Once the final invoice is paid to JMT and plans forwarded to DCNR, we will apply to get back \$1,950. We will also need to pay the interest we received on the grant funds back to DCNR. Motion by Cl'm Ibberson seconded by Cl'm Hoch to pay the invoice for \$3,900 and to follow the process as outlined by Manager McMann. Motion carried with yes votes from Cl'ms Boyer, Breach, Dietz, Hoch, Ibberson and Rivera.

Welcome Center Concession Stand Lease – Cindy Shiffer, of Sweet Treats, LLC, has signed the lease and has paid up front for 6 months' rent. Council has previously agreed to install a 3-bay sink and to customize the front serving window, once the Shiffers provide a design and estimate, both which need to be approved. Council has also agreed to install a 5" vent hole for air conditioning. Motion by Cl'm Breach, seconded by Cl'm Rivera to approve the lease, once Ms. Shiffer's certificate of insurance is received. Motion carried with yes votes from Cl'ms Boyer, Breach, Dietz, Hoch, Ibberson and Rivera.

Facility Use Agreement – Catfish Tournament – Ken Miller and Keith Casey have requested the use of MYO Park on July 20 and 21 for a catfishing tournament. The requirement for a certificate of insurance and the user fee are both waived. Motion by Cl'm Byer, seconded by Cl'm Ibberson to approve the agreement as presented. Motion carried.

Millersburg Ferry Boat 2019 Rates – Council reviewed the rates provided. There are no changes from 2018. Motion by Cl'm Breach, seconded by Cl'm Hoch to approve the 2019 rates as presented. Motion carried.

Property

Manager's Office Mini-Split – Council reviewed a quote from Lehman's for a Fujitsu mini-split at \$2,952.49. This expense has been budgeted. Motion by Cl'm Rivera, seconded by Cl'm Hoch to approve the quote as presented. Motion carried with yes votes from Cl'ms Boyer, Breach, Dietz, Hoch, Ibberson and Rivera.

Public Safety – No report.

Streets

Stop Sign Repair – Cl'm Hoch requested that the stop sign on the northwest corner of Union and Walnut Streets be straightened. Manager McGann will advise the Public works crew.

2019 Paving Project Bid Notice – Council reviewed the draft notice. The main project will be Rising Sun Road. There are three alternates: the intersection of Rising Sun Road and Union Street, the 1000 block of Union Street and installation of ten catch basins at various locations. Motion by Cl'm Rivera, seconded by Cl'm Breach to advertise one time in the Upper Dauphin Sentinel with bid opening scheduled for April 24, 2019. Motion carried with yes votes from Cl'ms Boyer, Breach, Dietz, Hoch, Ibberson and Rivera. Since a portion of the project is within the Township, President Dietz directed Manager McGann to invite a representative from Upper Paxton Township to the bid opening. Upper Paxton Township has already been invited to attend the pre-bid meeting.

Borough Resolution No. 19-02 – PPL Agreement for LED Street Lights – This resolution provides for the furnishing of LED street lights. Manager McGann reported that the conversion is estimated to cost \$170. The six decorative lights in the Square will not be converted due to the cost. While minimal savings are expected, the lights should be much brighter than the current street lights. Motion by Cl'm Breach, seconded by Cl'm Rivera to approve Borough Resolution No. 19-02 and to authorize President Dietz to sign the agreement. Motion carried with yes votes from Cl'ms Boyer, Breach, Dietz, Hoch, Ibberson and Rivera.

Boyd Street Sinkhole Repair Quote – Council reviewed and discussed a quote for \$21,250 from Mr. Rehab, LLC to repair a sinkhole in the 300 block of Boyd Street. Council directed Manger McGann to get additional quotes for pipe replacement and paving.

Ms. Oxenrider and Mr. Kessler left the meeting.

Market Street Traffic Calming – Manager McGann reported that as discussed at the February Committee meeting, he has sent a letter to PennDOT but there has not yet been any response.

Economic Development – No report.

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

Gaming Grant Update – Manager McGann reported that the Borough, the Millersburg School District and the Millersburg Moose have all received grants. McGann also reported that he met with the School District and Moose to review the grant administration process with them.

CCIS Report – Manager McGann reported that Mr. Fegley will be issuing a number of citations for building code and property maintenance violations. We received our first property maintenance appeal; a hearing is scheduled for March 28. Solicitor Kerwin will be attending. President Dietz directed Manager McGann to refer the Mr. Isenberg's complaint about the 400 block of Market Street to Mr. Fegley for investigation.

Electronic Format for Council Meeting Packets – Manager McGann reported that he received a quote from a management software company for \$5,425 for the first year and \$3,600 for annual service thereafter. President Dietz suggested possibly doing this through the Borough's website and directed Manager McGann to work with Susquehanna Design & Printing.

Unfinished Business

Adoption of Borough Ord. No. 1-19 Police Deferred Retirement Option Program – This matter was tabled.

Adoption of Borough Ord. No. 2-19 Handicapped Parking – Council discussed changes to Sections 8 (locations to be set by Borough Resolution) and 9 #2 (applicant will "own" the spot). The updated language for these two sections will be reviewed at the March Committee meeting.

New Business

Restore PA – President Dietz reported on proposed legislation which will institute a severance tax on natural gas extraction for competitive grant funding for municipalities. The grants would cover storm sewer work, flood mitigation, etc. President Dietz suggested drafting a resolution in support of this concept. The matter was tabled until the March Committee meeting.

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

Organization Reports

Upper Dauphin COG – No report.

Millersburg Planning Commission – February meeting minutes were provided. Manager McGann reported that Duane Good was present to work on a story about the Borough's Premier Project Award and Kathy Wolfe's role.

Millersburg Area Pool Association – No report.

Millersburg Fire Company – December & January meeting minutes were provided.

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

Millersburg Ferry Boat Association – November and January meeting minutes were provided to all Council members.

Upper Dauphin Industrial Development Authority – There is still a vacancy. President Dietz directed Secretary Jackson to ask Jeff Engle if he has any suggestions.

Next Meeting – President Dietz announced that the next will be the Committee meetings on March 27th.

The meeting was recessed to the Call of the Chair at 9:42PM.

Respectfully submitted,

Ann Bowman Jackson
Borough Secretary