

October 27, 2015
MILLERSVILLE BOROUGH COUNCIL MEETING MINUTES

The MILLERSVILLE BOROUGH COUNCIL MEETING was held on Tuesday, October 27, 2015 in the Millersville Borough Public Meeting Room located at 100 Municipal Drive, Millersville, Pennsylvania.

The meeting was called to order at 7:00 p.m. by Council Vice-President, Philip A. Lastowski followed by the pledge to the flag and a moment of silence.

COUNCIL MEMBERS

Michael C. Kirkham (absent)	Richard M. Moriarty, Mayor
Philip A. Lastowski	Linda J. Deal
Lynn M. Miller	James A. Stager
David T. Aichele	Daniel P. Ostrowski

OTHERS PRESENT

Edward J. Arnold, Millersville Borough Manager
John D. Rochat, Millersville Borough Chief of Police
Jessie L. Ebersole, Millersville Borough Finance Officer
Michael J. Weidinger, Planning Commission Chairman
James A. Kirk, Jr., Zoning Hearing Board Chairman
Steven A. DiGuiseppe, Millersville University
Haley Williams, Millersville University Student Advisor
Elaine J. Jones, LNP Media Group
Sam Bigler, 17 Wabank Road, Millersville
Richard & Elaine Rebman, 18 Pilgrim Dr., Millersville
Carol A. Thomas, 170 W. Charlotte St., Millersville

MINUTES

A motion to approve the minutes for the August 25, 2015 Council Meeting was made by Mr. Stager and seconded by Mrs. Deal. With no discussions the motion passed by a unanimous voice vote.

A motion to approve the minutes for the September 22, 2015 Council Meeting was made by Mr. Stager and seconded by Mrs. Miller. With no discussions the motion passed by a unanimous voice vote.

CITIZEN'S REQUESTS OR CONCERNS

Ms. Carol Thomas of 170 West Charlotte Street commented on how wonderful the Millersville Community Parade was. Council agreed and acknowledged that the thanks go to Mr. DiGuiseppe along with the other 120 volunteers.

Mrs. Elaine Rebman of 18 Pilgrim Drive voiced a neighborhood concern with the traffic speed on their street. She stated Pilgrim Drive over the years has become a thru-way for traffic going from Millersville Pike to Wabank Road. She asked if the Borough could place stop signs

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at Saint Regris Lane and/or a few speed bumps to slow traffic down. It was agreed that the Street Committee would look into methods to possibly slow vehicular traffic. Meantime the Mayor asked if the police department could have an officer patrol the area.

REPORTS OF COMMITTEES OR BOARDS

Mr. Lastowski reported on the Blue Rock Regional Fire District meeting held on Thursday, October 1st. He stated they have created a new website: www.bluerockfire.com where you can find information on the fire companies and view photos of our volunteers in action. The Fire Commission approved establishing a new program that will provide free physicals for the active volunteers. The physicals will be offered on a tiered age: from age 21 to 35 years old they may get one physical every five years, from 36 to 45 years old they may get a physical every two years, and from age 46 and over they may get a physical every year. The cost to the District is approximately \$66 per physical.

MAYOR'S REPORT

Mayor Moriarty mentioned that he is co-mentoring the Penn Manor Politics Club again this year. His goal is to increase the number of speakers to one every other week. This week he has Mr. Weidinger invited to speak on the roles of the Borough's Planning Commission and to speak on being a candidate for election to Borough Council. His other speaking invites include Manor Township Supervisor Amber Green, Judge Jeffery Wright, Magisterial District Judge Joshua Keller, Lancaster County Commissioner Scott Martin, State Senator Lloyd Smucker and Senator Bryan Cutler.

Mayor Moriarty as required by Borough Code has notified President of Council, Michael Kirkham and Borough Manager, Edward Arnold on his intention to start performing weddings. Borough Code allows the Mayor to perform weddings provided he maintains accurate accounts and provides Council quarterly reports of the fees received related to performing the ceremonies.

Mayor Moriarty reported on his attendance to the PML annual meeting held in State College and thanked Council for allowing him to participate in the discussions concerning our borough.

Chief Rochat commented on the busy weekend. He stated the parade went off as good as expected. It was also noted that they handled 62 calls on Saturday and that he had eight officers on duty.

MILLERSVILLE UNIVERSITY REPORT

Mr. DiGuseppe gave a special thank you to the entire borough operations which included the Streets and Police department personnel and Council members for the team effort in the Millersville Community Parade. He guessed they had 2300 participants in the parade and 150 vehicles to coordinate. He admitted there were some hectic moments before 9 a.m. due to Penn Manor High School hosting testing that morning. He mentioned this was a good year for fund raising; \$29,000 was raised, an increase of \$17,000 over last year. He has already started to plan next year and announced the date will be Saturday, October 22, 2016.

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Mr. DiGuseppe announced some upcoming events; Family Weekend will be held Saturday, November 7, 2015 which includes some morning activities and a football game. He noted the University is working with the Borough on Veterans Day Ceremonies and Cost of Freedom Forum, a day long list of events to celebrate Veterans Day on November 11th. The events will start at 10:30 a.m. in Freedom Memorial Park and end with a 7:00 p.m. keynote speaker, Mr. Kenneth Leland of the USMC at Gordinier Hall. He further announced the Winter Undergraduate Commencement will be held Sunday, December 13th starting at 2 p.m. in Pucillo Gym with State representative and Millersville University alumnus, Jordan Harris speaking at the graduation ceremony. Also announced is the 43rd Millersville Turkey Trot as traditional held on Thanksgiving Day, November 26th starting at 8:40 a.m. with a 1K Children's Fun Run followed by a 5K Run at 9 a.m. Mr. DiGuseppe stated that students with intellectual disabilities are already experiencing an inclusive educational program and thanks to a \$2.36 million grant from the U.S. Department of Education more colleges and universities across the Commonwealth will be able to replicate MU's program. This five-year grant will improve post college employment opportunities for students in the current program and serve as a model to develop similar programs. He also announced the governor has signed Senator Smucker's legislation clarifying campus police jurisdiction. The law (Act 41 of 2015) redefines the definition of "grounds" by adding that "all highways, traffic ways and bicycle and pedestrian facilities that traverse or abut all lands and buildings owned, controlled, leased or managed by the State System of Higher Education". He stated multiple campus security and safety reports are now available on the Millersville University Police website.

Ms. Williams announced that the Millersville University Student Athlete Advisory Committee raised a record-breaking \$5,000 for Make-A-Wish Foundation. The Marauders and their fans that produced the \$5,000 in donations have landed Millersville the opportunity to reveal a wish to a Make-A-Wish child in 2015-2016. She also announced that the NCAA Regional Advisory Committee's initial NCAA Division II Atlantic Region ranked Millersville Marauders as the top spot for Field Hockey. The Field Hockey team has an overall 16-1 season record to date. Ms. Williams also recognized the MU's Women's Golf team for capturing their first PSAC Conference Crown and commented that this team is only six years old. Ms. Williams stated at a meeting of the PASSHE Board of Governors, Millersville University's request to offer its third doctoral degree for Doctor of Nursing Practice was approved. Classes are to begin in the summer of 2016.

PENN MANOR HIGH SCHOOL REPORT

None

FINANCE COMMITTEE REPORT

Mr. Lastowski in keeping with our Council's past procedure passed the gavel to Council Secretary, Mrs. Linda Deal in order to make the motions coming out of the Finance Committee meeting.

Mr. Lastowski made a motion out of committee to accept the September, 2015 Financial Reports as presented to the committee by Borough Manager, Edward Arnold. With no discussions the motion passed by a unanimous voice vote.

Mr. Lastowski made a motion out of committee to approve the budget adjustment to transfer \$8,500 from the part-time patrolman wages to minor equipment in the police department

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budget. The transfer amount to minor equipment is for the purchase of a Sentry Video Surveillance System for \$6,250 and \$2,250 for an additional security camera for the front parking lot. With no discussions the motion passed by a unanimous voice vote.

Mr. Lastowski made a motion out of committee to approve the distribution of the annual contributions to the three community service providers; the Lancaster County Library in the amount of \$2,500, Millersville Meals on Wheels in the amount of \$250 and the Lancaster Emergency Medical Services Association in the amount of \$1,500. With no discussions the motion passed by a unanimous voice vote.

Mr. Lastowski made a motion out of committee to mail the annual letter of donation appeal, in the lieu of taxes, to all non-profit organizations located in the Borough. Mrs. Miller made a comment that the receipt of payments in lieu of taxes is pathetic. Mr. Aichele suggested we solicit for an actual percentage of their annual taxes in the letter. With no further discussions the motion to send the letter passed by a unanimous voice vote.

Mr. Lastowski made a motion out of committee to advertise the Borough's 2016 General Purpose Tax Millage Ordinance of 6.2 mills along with the public inspection notice. Mr. Arnold mentioned after multiple discussions with department supervisors to further reduce budget costs, the increase presented is 8.4% or approximately \$60 more per year for the average residential homeowner. He stated the major increase is the diminishing of zoning and building construction permits due to Millersville University's dormitory project coming to completion. The other major increase is the police pension obligation. Mr. Arnold added that there will be no increase to the sewer, trash and recycling, or fire services. With no further discussions the motion passed by a unanimous voice vote.

Mrs. Deal passed the gavel back to Vice President, Philip Lastowski.

WASTE WATER COMMITTEE REPORT

None

PLANNING AND BETTERMENT COMMITTEE REPORT

Mrs. Deal asked Mr. Arnold to comment on the draft Downtown Overlay District document. He noted that the proposed overlay zoning district does not take any rights away from the existing borough zoning districts. The creation of this Downtown Overlay District offers an option to property owners going forward by allowing a different type of building plan and site layout that may provide better marketability. Mr. Arnold asked Council to review the draft Downtown Overlay District and if everyone is on-board, he would look for Council to authorize moving forward with incorporating this into the Borough's Zoning Ordinance. He reminded Council that changes to the Borough's Zoning Ordinance require numerous notifications, such as to the County Planning Commission, the LIMC and adjoining municipalities along with multiple advertising and a public hearing. Mr. Weidinger, Planning Commission Chairman commented that the Commission is a wonderful group of volunteers and that they have spent a lot of time and consideration in this project. He stated that the Downtown Overlay District document is as good as it can get and further stated that this zoning overlay should make properties within the downtown district more valuable. Vice President Lastowski thanked Mr. Weidinger, the Planning Commission, and all the Borough's Boards and Commissions members for their hard work and stated his appreciation for their valuable input throughout the years.

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Mayor Moriarty asked to provide an example of what we would suggest to a property owner if they came to us and asked how they fit into this. Mr. Weidinger explained that it is not our role to tell people what they should do with their property. He further stated that we have provided them or investors with the opportunity to development their properties with unity and hopefully get a return on their investment.

STREET COMMITTEE REPORT

Mr. Aichele made a motion to approve the use of public streets for the “Millersville Crop Walk” on Sunday, November 8th from approximately Noon to 5 p.m. Mrs. Miller seconded the motion. With no discussions the motion passed with a unanimous voice vote.

SAFETY COMMITTEE REPORT

Mrs. Miller made a motion out of committee to advertise the Disorderly Conduct Ordinance. Mayor Moriarty asked if the Committee had a chance to consider any of the numerous items he provided as possible inclusions to the ordinance. Mrs. Deal mentioned the committee did not review the list and asked that the Mayor resend the information. Mr. Arnold reminded Council that the inclusion of more items may be determined as significant changes to the ordinance and that will require re-advertising. With that being said, Mr. Ostrowski made a motion seconded by Mrs. Deal, to table the motion to advertise the Disorderly Conduct Ordinance. With no further discussions the motion to table passed with a unanimous voice vote.

PERSONNEL COMMITTEE REPORT

Mr. Stager mentioned that the AFSCME contract negotiations have come to an agreement and that the Committee will be prepared to bring the contract for action at the next Council meeting.

Mr. Stager made a motion out of committee to increase the Crossing Guards’ salary by 25 cents per hour for 2016 for those Crossing Guards that are not currently at the maximum salary range. He noted that half of this increase will be reimbursed by the Penn Manor School District. With no discussions the motion passed with a unanimous voice vote.

Mr. Stager made a motion out of committee to increase the Streets and Park Department part-time employees’ salary by 25 cent per hour for 2016. With no discussions the motion passed with a unanimous voice vote.

Mr. Stager made a motion out of committee to increase the Streets Department Superintendent’s salary by a ½% effective November 1st due to the intensive amount of work he has taken on regarding the Borough’s MS4 permitting. Mr. Arnold explained that the Municipal Separate Storm Sewer (MS4) Program requires municipalities to obtain permitting through the Pennsylvania Department of Environmental Protection. The Federal EPA and the Pennsylvania DEP have been pressing on local municipalities to strengthen their stormwater management. He further explained that under the MS4 Program we are required to incorporate minimum control measures (MCMs) into our stormwater management program. Some examples of MCMs are public education and participation, detecting illicit discharge and eliminating the source, construction site runoff control and good housekeeping for operations and maintenance. Each of

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these control measures are to have specific policies and procedures in place and be well documented. Mr. Arnold further stated that we have been able to absorb these additional procedures, policies and statues coming down from DEP with the same staff level. With no further discussions the motion passed with a unanimous voice vote.

PRESIDENT'S REPORT

None

BOROUGH MANAGER REPORT

Mr. Arnold reiterated Mr. DiGuissepe's report on the joint program with the University for the Veterans Day Celebration by stating that the day's events will begin in the Borough Park at 10:30 a.m. and welcomed everyone's attendance.

Mr. Arnold asked for Council's approval to sign a Release of Right of Way Grant with UGI. He explained that we had an old right of way agreement with UGI for lines that ran through the property near the water tower and maintenance building. These lines were relinquished when we built the new municipal building and at that time a new right of way grant was signed however the existing right of way grant was never terminated and the property never released. Mrs. Deal made a motion to allow the Borough Manager to sign the Release of Right of Way Grant with UGI. Mr. Stager seconded the motion. With no further discussions the motion passed with a unanimous voice vote.

EXECUTIVE SESSION

None

ADJOURNMENT

There being no further business to discuss, Mr. Ostrowski made a motion to adjourn the meeting at 8:37 p.m., seconded by Mrs. Miller.

Respectfully submitted,



Edward J. Arnold
Borough Secretary

EJA/jle