

January 2, 2018

MILLERSVILLE BOROUGH COUNCIL MEETING MINUTES

The MILLERSVILLE BOROUGH COUNCIL REORGANIZATION MEETING was held on Monday, January 2, 2018 in the Millersville Borough Public Meeting Room located at 100 Municipal Drive, Millersville, Pennsylvania.

OATH OF OFFICE

The Oath of Office was administered to the re-elected Mayor Richard M. Moriarty by District Judge Joshua R. Keller.

The Oath of Office was then administered by Mayor Moriarty individually to the newly elected officials, Dianne M. Bates, Linda L. Bellile, Bruce A. Cantey, and Mary Ann Gerber and to the re-elected official Daniel P. Ostrowski. Mayor Moriarty welcomed everyone.

The meeting was called to order at 7:07 p.m. by Mayor Richard Moriarty followed by the pledge to the flag and a moment of silence was then observed.

COUNCIL MEMBERS

Daniel P. Ostrowski  
Lynn M. Miller  
Dianne M. Bates  
Bruce A. Cantey

Richard M. Moriarty, Mayor  
Scott A. Bailey  
Linda L. Bellile  
Mary Ann Gerber

OTHERS PRESENT

Edward J. Arnold, Millersville Borough Manager  
John D. Rochat, Millersville Borough Chief of Police  
Jessie L. Ebersole, Millersville Borough Finance Officer  
Honorable District Judge Joshua R. Keller and daughter  
David T. Aichele, 127 Landis Avenue, Millersville  
J. Philip Gerber, 10 Circle Road, Millersville  
Tracey Lynn Arriola, 10 Pilgrim Drive, Lancaster

CITIZEN'S REQUESTS OR CONCERNS

None

NOMINATIONS

Mayor Moriarty opened the nominations for Council President. Mr. Bailey nominated Mr. Daniel Ostrowski for the position of Council President and Mrs. Miller seconded the nomination. Hearing no other nominations, Mayor Moriarty closed the nominations. Having only one nomination on the floor Mayor Moriarty called for a voice vote for Mr. Ostrowski to serve as Council President. Unanimously the motion passed.

He congratulated Mr. Ostrowski on his election as President of Council and passed the gavel to President Ostrowski.

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President Ostrowski stated it is his pleasure to serve as President.

President Ostrowski opened the floor to accepted nominations for Vice President of Borough Council. Ms. Bates nominated Mrs. Lynn Miller as Council Vice-President. Mrs. Bellile seconded the nomination. With no further nominations Mrs. Lynn Miller was unanimously elected as Council Vice-President by voice vote.

President Ostrowski then called for nominations for Assistant Secretary. Mr. Arnold explained that the Borough Manager is typically appointed as Borough Secretary and Treasurer. The assistants are put in place to handle anything that may come up in the absence of the Borough Manager. The chief duties of these positions are handled by the staff. As examples he mentioned the collection and deposits of cash and payments and the reconciliation of both for Borough Treasurer and for the Borough Secretary, preparing the ordinances and resolutions and making sure they are properly signed and recorded. Mrs. Gerber with a second by Mrs. Miller nominated Ms. Bates for the position of Assistant Secretary. With no further nominations Ms. Bates was unanimously elected as Council Assistant Secretary by voice vote.

Per the recommendations of the Borough Solicitor due to the upcoming retirement of the Borough Manager, nominations were considered for an Assistant Treasurer. Mrs. Gerber with a second by Mr. Bailey nominated Mr. Cantey for the position of Assistant Treasurer. With no further nominations Mr. Cantey was unanimously elected as Council Assistant Treasurer by voice vote.

It was moved by Mrs. Miller and seconded by Mr. Bailey to appoint the Borough Manager, as the Borough Secretary and Borough Treasurer and to appoint Mr. Arnold as the interim Borough Manager effective January 6, 2018. The motion passed by a unanimous voice vote.

It was moved by Mr. Bailey and seconded by Mrs. Miller to retain the following professional service providers to the Borough: Borough Solicitor – Josele Cleary from Morgan, Hallgren, Crosswell & Kane; Borough Engineer – Robert A. Visniski from RAV Associates, Inc.; Borough Auditor – Tracey Rash from Maher Duessel; Labor Counsel – David R. Keller from Barley Snyder; Waste Water Treatment Plant Engineer – Chad M. Angle from GHD; Sewer Enforcement Officer – David L. Lockard; and Interim Borough Manager – Edward J. Arnold. Mr. Bailey questioned if the travel cost reimbursement for the Interim Borough Manager would be set at the IRS standard mileage rate. Mr. Arnold replied that it would. Mr. Arnold also elaborated that he would not be coming in eight hours a day and was thinking around three days a week. It was also confirmed that his attendance would be under the advisement of the Council President. With no further discussions the motion passed by a unanimous voice vote.

Mrs. Miller made a motion to adopt the resolution that appoints Mrs. Bellile to fill the vacancy on the Blue Rock Regional Fire Commission as the Borough's elected member with the term of office expiring December 31, 2019. Ms. Bates seconded the motion. With no discussions the motion passed by a unanimous voice vote.

RESOLUTION BOOK  
RESOLUTION NO. 2018-1

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**PRESIDENTS COMMENTS**

President Ostrowski stated it is his honor to serve as President and congratulated the other newly elected officials. He thanked Mrs. Miller to serve as Vice President, Ms. Bates as Assistant Secretary and Mr. Cantey as Assistant Treasurer.

President Ostrowski explained the consolidation being considered for the Borough's Standing Committees and the resolution required to reestablish the Standing Committees. He proceeded to clarify that the three new Standing Committees will be comprised of four members each, one to serve as Chair and another to serve as Vice Chair. Mr. Ostrowski mentioned that the previous Council had decided to delay a vote on this so that the new Council could weigh in on the formation. Mrs. Miller voiced her concern that having a four member committee is a majority of Council. Mr. Bailey made additional concerns that the concentration of people and money is a big chunk of Borough business and is the concentration of critical decisions under the proposed Administration and Finance Committee. He does recognize that this is an advisory committee to Council, so he is not sure of the down side other than it's probably a lot to ask of the individuals that will serve on that committee. Mrs. Gerber asked what the advantages are to re-organizing the Standing Committees. Mr. Arnold explained the efficiency of having one meeting as opposed to having two meeting in one evening. Currently one meeting starts at 6 p.m. and if there is not a lot of a discussion or actions you must wait for the second meeting to start at 7 p.m. Mrs. Gerber also inquired on how the members would be divided to serve on each of the three committees. Mr. Ostrowski replied that each Council member would be asked to serve on two committees. Ms. Bates gave comments on the consideration of having four advisory committees, splitting Administration and Finance into their own advisory committees. It was clarified that in order to move to four Standing Committees, a new ordinance would need to be advertised and passed. Mr. Ostrowski presented that Council could move ahead as the ordinance and proposed resolution are stated and re-visit down the road having four advisory committees or the re-working of the combination on three committees. Mr. Bailey made a motion to adopt the resolution that reestablishes the Standing Committees of Borough Council as Public Welfare Advisory Committee, Public Works Advisory Committee and Administration and Finance Advisory Committee with the recommendation that Council re-visit this reestablishment this year. Mrs. Bellile seconded the motion. With no further discussions the motion passed by a unanimous voice vote.

**RESOLUTION BOOK**  
**RESOLUTION NO. 2018-2**

President Ostrowski mentioned he would like to move forward on forming the committees and requested Council members to submit their interest to serve on the newly formed committees and provide details on their preferences to both him and Mrs. Miller.

**BOROUGH MANAGER REPORT**

Mr. Arnold asked Council to consider advertising the 2018 Meeting Notice that shows the remaining schedule for Borough's Council, (revised) Standing Committees, and the Boards and Commissions meetings. Mr. Bailey mentioned if Council could agree on the nights of the meetings, then we could move forward with the advertisement. They stated in agreement to have the Administration and Finance meeting be on the third Wednesday of the month, to have Public Welfare on the second Wednesday and Public Works on the second Thursday of the month.

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Mr. Bailey, seconded by Ms. Bates made such a motion. With no further discussions the motion passed by a unanimous voice vote.

Mr. Arnold mentioned that J. Philip Gerber declined to accept the elected position as the Tax Collector of Millersville Borough. Mr. Arnold explained that this opens the position for consideration of any interested resident to fill the vacancy. The Borough is required by Borough Code to wait 30 days in the event a local resident wants to pursue the position before considering appointing the Borough Manager to collect the taxes. Council may at its February meeting state the action that upon lapse of the 30 days the Borough Manager shall collect the taxes of the Borough.

**EXECUTIVE SESSION**

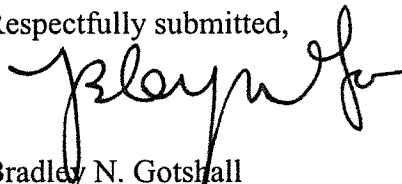
At 7:55 p.m. Council broke for a brief executive session for personnel interview discussions.

At the conclusion of the executive session, Council reconvened into regular session at 8:10 p.m. Mr. Bailey made a motion to make an offer to hire the candidate at a starting salary of \$88,000 to fill the vacancy of Borough Manager. Ms. Bates seconded the motion. With no further discussions the motion passed by a unanimous voice vote.

**ADJOURNMENT**

Having no other business, the meeting adjourned unanimously at 8:12 p.m.

Respectfully submitted,



Bradley N. Gotshall  
Borough Manager

BNG/jle