

**December 13, 2011**  
**MILLERSVILLE BOROUGH COUNCIL MEETING MINUTES**

The MILLERSVILLE BOROUGH COUNCIL MEETING was held on Tuesday, December 13, 2011 in the Millersville Borough Public Meeting Room located at 100 Municipal Drive, Millersville, Pennsylvania.

The meeting was called to order at 7:00 PM by the Council President, Scott A. Bailey, followed by the pledge to the flag. A moment of silence was then observed.

**COUNCIL MEMBERS**

Scott A. Bailey  
Michael C. Kirkham  
Jack W. Gardner  
J. Philip Gerber

Richard M. Moriarty, Mayor (absent)  
Philip A. Lastowski  
Linda J. Deal  
Marilyn W. Sachs

**OTHERS PRESENT**

Edward J. Arnold, Millersville Borough Manager  
John D. Rochat, Millersville Borough Chief of Police  
Jessie L. Ebersole, Millersville Borough Staff  
Michael J. Weidinger, Planning Commission Chairman  
Edward R. Saylor, Planning Commission Vice Chairman  
Steven A. DiGuiseppe, Millersville University  
Kaitlyn Rodgers, Millersville University Student Advisor  
Jim Kirk, 436 Herr Avenue, Millersville  
Robin Seaman, Millersville

**MINUTES**

None

**CITIZEN'S REQUESTS OR CONCERNS**

Mr. Kirk from 436 Herr Avenue discussed the results and comment on the speeding issue on his street. He is not convinced that the efforts taken by the Police department is enough. He suggests taking a pro-active approach to this concern by reassignment of Police staff. He believes the University should step up with policing on University property and that the Borough should not be a major force there.

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**REPORTS OF COMMITTEES OR BOARDS**

Mr. Lastowski reviewed the progress of the Blue Rock Regional Fire Commission meeting held this month. The operations agreement between the Fire Commission and the Blue Rock Fire Rescue is finalized. The Fire Commissioner reported on the gas explosion review which resulted in the Commission giving the Fire Commissioner full authority over emergency events immediately instead of waiting until January 1<sup>st</sup>. The inter-municipal agreement is still under review with Manor Township and the personnel policy is still being finalized by the Commission's attorney, Wanda Ware.

**MAYOR'S REPORT**

None

**MILLERSVILLE UNIVERSITY REPORT**

Mr. DiGuiseppe announced winter recess begins December 18<sup>th</sup> with Commencement being held on Sunday at 2 PM. Spring sessions will resume on January 23<sup>rd</sup>. He gave mention of a big speaking event being held, Martin Luther King celebration with Reverend Jesse Jackson coming on January 24<sup>th</sup>.

**MILLERSVILLE 250<sup>th</sup> REPORT**

Mr. DiGuiseppe announced that all the calendar events are done. Finalizing of the funds are wrapping up with discussions of a special memorial to be designed for in the Borough Park. Mr. DiGuiseppe gave thanks to all of Council and Borough staff for their support, guidance and attendance to the events.

**WASTE WATER COMMITTEE REPORT**

None

**FINANCE COMMITTEE REPORT**

Mr. Lastowski made a motion to advertise the Creek Drive Pump Station upgrade project. Mr. Gerber seconded the motion. Mr. Bailey asked the amount of the Sewer Capital Budget item. Mr. Arnold stated the budget is \$800,000 but anticipates the bids to be come in less. With no further discussions the motion passed with a unanimous roll call vote.

Mr. Lastowski made a motion out of committee to approve the budgets for 2012. Mr. Arnold presented highlights on the revenues and expenditures of the general operating budget. The revenues reflect a shortfall of \$115,000 to cover the 2012 operating expenses. This is a temporary shortage of earned income revenue that is expected to happen in 2012 due to PA Act 32 changes. In the past the earned income revenue was received based on estimated projections and actual received reconciliations. Starting in 2012 the revenue will be received after the actual amounts are collected. This transitional cash flow period will show

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approximately \$115,000 less being received in the calendar year 2012. This temporary loss will be pulled from the general operating fund balance. Other revenue highlights represent the poor economic conditions that continue; low transfer tax and historic low interest earnings. Summarizing the revenues includes an increase in property taxes from a millage rate of 5.24 to 5.45. Moving into the expenditures, Mr. Arnold discussed the major net increase which is the result of the regional fire service merger in the net amount of \$69,000. This equates to approximately \$60 per year to the average residential homeowner. Mr. Weidinger questioned whether the fire services are an obligation or a contribution, and if it is a true obligation requests the language in the budget to be reflective. He also requested a link be posted on the Borough's website to the Blue Rock Fire District 2012 budget. Mr. Arnold continued with the presentation of the 2012 expenditures noting that labor and labor related expenses make up 70% of the total borough's expenditures. He also showed the expenditures by departments and stated the staffing level has remained the same, 12 fulltime police and 15 fulltime non-uniform employees. The sewer operating and solid waste budgets were presented with no increase to the rates for service. Sewer remains at \$115 per quarter and Solid Waste at \$55 per quarter. A notable reduction in expenses to these funds is due to the pooled electricity contracts that were renewed. He noted in the Sewer Capital budget two major projects will carry forward, Creek Drive Pump Station upgrade and the West Frederick Street infrastructure improvements, as these will not complete until next year. Mr. Arnold touched on current legislation that will help municipalities operate, i.e. prevailing wage limits, bidding requirements and advertising cost. Mr. Lastowski thanked the Borough Manager, the Police Chief and the Department Superintendents for being fiscally responsible and working hard to maintain costs without cutting services provided to the citizens. With no further questions the motion passed with a unanimous roll call vote.

The following recapitulates the individual fund budgets for 2012:

|                                   | Revenue      | Expenses     |
|-----------------------------------|--------------|--------------|
| • General Fund                    | \$ 2,907,486 | \$ 3,022,486 |
| • General Capital Reserve Fund    | \$ 5,000     | \$ 114,200   |
| • Sewer Fund                      | \$ 1,621,610 | \$ 1,617,696 |
| • Sewer Capital Reserve Fund      | \$ 627,029   | \$ 2,155,888 |
| • Solid Waste Management Fund     | \$ 422,000   | \$ 401,145   |
| • Highway Aid Fund                | \$ 142,928   | \$ 68,000    |
| • Educational Service Agency Fund | \$ 28,025    | \$ 27,800    |

Mr. Lastowski made a motion out of committee to approve the tax millage ordinance increasing the tax millage rate from 5.24 to 5.45 mills for 2012. With no discussions the motion passed with a unanimous roll call vote.

ORDINANCE BOOK  
ORDINANCE NO. 2011-7

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PLANNING AND BETTERMENT COMMITTEE

None

STREET COMMITTEE

Mr. Kirkham made a motion out of committee to advertise the ordinance to amend the one-way streets within the Borough. The changes are to delete the one-way street regulation of High School Avenue from Model Avenue to East Frederick Street traveling North, and establish one-way street regulations on Ann Street from South George Street to East Frederick Street traveling East, on East Frederick Street from South George Street to High School Avenue traveling East and on High School Avenue from Ann Street to Model Avenue traveling North. Chief Rochat mentioned parking issues on South Prince Street that has arisen from the no parking on the grass. Mr. Kirkham made an amendment to the motion to add this area to the advertisement. Mr. Gerber seconded the motion. With no further discussions the motion to advertise, including the amendment passed with a unanimous voice vote.

Mr. Kirkham made a motion out of committee to adopt the revised Snow Removal Policy. With no discussions the motion passed with a unanimous voice vote.

SAFETY COMMITTEE REPORT

None

Chief Rochat mentioned the monthly Police report reflected another active month with 89 speeding tickets, 99 other traffic citations, and 12 motor vehicle accidents. Mr. Kirk asked if any of the speeding tickets were on Herr or Landis Avenue. Chief did not have the breakdown of the speeding tickets but will provide the information.

PERSONNEL COMMITTEE

Mrs. Sachs made a motion to reappoint Betty J. Finney to the Civil Service Commission for another six year term expiring on December 31, 2017. Mr. Gardner seconded the motion. With no discussions the motion passed with a unanimous voice vote.

Mrs. Sachs made a motion to appoint Scott A. Bailey to fill the vacancy on the Civil Service Commission with the term expiring on December 31, 2013. Mr. Gerber seconded the motion. Mrs. Deal made a comment that an interview of Mr. Bailey was not held. With no further discussions, Mr. Kirkham called for the vote. The motion passed with a unanimous voice vote, with Mr. Bailey abstained.

Mrs. Sachs made a motion to reappoint Kevin F. Weber to the Park Committee for another three year term expiring on December 31, 2014. Mr. Kirkham seconded the motion. With no discussions the motion passed with a unanimous voice vote.

Mrs. Sachs made a motion to reappoint James A. Delle as the Borough's representative to the LIMC Greenway and Park Advisory Board for another three year term expiring on December 31, 2014. Mr. Gardner seconded the motion. With no discussions the motion passed with a unanimous voice vote.

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Mrs. Sachs made a motion to reappoint Philip A. Lastowski to the Blue Rock Regional Fire Commission for a two year term expiring on December 31, 2013. Mr. Gardner seconded the motion. With no discussions the motion passed with a unanimous voice vote.

Mrs. Sachs made a motion to amend the Police Chief's Contract. Mr. Gardner seconded the motion. Mr. Arnold explained that Chief Rochat offered to modify his contract for the year 2012 by agreeing to pay \$2,000 toward the annual cost of his vehicle. Mr. Kirkham requested that the Personnel Committee revisit the Contract before the 90-day notice clause next year. With no further discussions the motion passed with a unanimous voice vote.

Mr. Bailey stated the last attempt in finalizing the negotiations with AFSCME representatives before the year end was unsuccessful. He stated his belief that these are valuable employees; that they do a great service to the community and are at this point, well compensated. The last offer presented by the Personnel Committee was declined and further negotiations will continue with the new council.

**PRESIDENT'S REPORT**

Mr. Bailey in looking back over his term of service commented on the hard work this Council has done. He stated the fiscal responsibility and oversight shown by this board is more aggressive and thorough than any other organization that he's been involved with. He expressed his appreciation for all that has been done and he is proud to have served with each member. In recognition of the two members leaving Council, Mr. Jack Gardner and Mrs. Marilyn Sachs he presented a small token of appreciation and thanked them for dedicating their time to the community. For those remaining on Council he requested them to stay vigilant.

Mr. Kirkham presented Mr. Scott Bailey with a small token of appreciation and thanked him for his service as President and for all that he has done in serving the community. Mrs. Sachs stated her amazement on the amount of time and dedication she has witnessed during his term. She especially thanked him for attending all the meetings and stated appreciation for the exceptional job he has done which has benefited the community.

Mr. Gardner stated he has been a member of Council for 26 years and has enjoyed it. He hopes that the future Council members will continue for more than one term. Mr. Kirkham thanked Mr. Gardner for all his years of service and stated the Borough certainly appreciates everything he has done.

**BOROUGH MANAGER'S REPORT**

Mr. Arnold requested Council to consider the advertisement of the reorganizational meeting to be held on January 3<sup>rd</sup> at 7 PM. The advertisement will also include the first Planning and Historic Commission meetings of the new year, January 4<sup>th</sup> and 9<sup>th</sup> respectfully.

Mr. Lastowski, seconded by Mr. Kirkham, made such a motion. With no discussions the motion passed with a unanimous voice vote.

**EXECUTIVE SESSION**

After a brief recess, Council broke for an executive session at 8:45 PM to discuss a legal matter relating to the elected tax collector.

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ADJOURNMENT

With no action necessary out of the executive session; Mrs. Sachs made a motion, seconded by Mrs. Deal to adjourn the meeting at 9:05 PM. The motion passed with a unanimous voice vote.

Respectfully submitted,



Edward J. Arnold  
Borough Secretary

EJA/jle