

**October 26, 2010**  
**MILLERSVILLE BOROUGH COUNCIL MEETING MINUTES**

The MILLERSVILLE BOROUGH COUNCIL MEETING was held on Tuesday, October 26, 2010 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  
Philip A. Lastowski  
Linda J. Deal  
Lucinda L. Ridley

**OTHERS PRESENT**

Edward J. Arnold, Millersville Borough Manager  
Jessie L. Ebersole, Millersville Borough Staff  
John D. Rochat, Millersville Borough Chief of Police  
Steven A. DiGuiseppe, Millersville University  
Amanda Reilly, Millersville University Student Advisor  
Kaitlyn Rodgers, Millersville University Student Advisor  
Michael J. Weidinger, Planning Commission Chairman  
Edward R. Saylor, Planning Commission Vice Chairman  
Gary G. Hess, Planning Commission  
James A. Kirk, Jr., 436 Herr Ave., Millersville  
Marilyn W. Sachs, 109 E Charlotte St., Millersville  
John Hogan, Hogan & Herr / The Village at Funks' Farm  
Jim Dougherty, Lancaster Public Library Trustee  
Lissa Holland, Mountville Area Library Branch Manager  
William Deihm, Eagle Disposal of PA, Inc.  
Don Isabella, York Waste Disposal

**MINUTES**

A motion to approve the minutes for September 28, 2010 Council Meeting was made by Mr. Kirkham and seconded by Mr. Gardner. With no discussions the motion passed by a unanimous voice vote.

A motion to approve the minutes for October 12, 2010 Council Meeting was made by Mr. Gardner and seconded by Mr. Kirkham. With no discussions the motion passed by a unanimous voice vote, with Mr. Lastowski and Mrs. Deal abstaining.

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**CITIZEN'S REQUESTS OR CONCERNS**

Mr. Jim Dougherty representing the Lancaster Public Library gave a brief presentation for the funding request for 2011. He noted the severe State budget cuts to public library funding which is their single largest funding source and stated their utilization of services are at its highest. In difficult economic times their services that support job searches, literacy, pre-K to collegiate education and entrepreneurial efforts are used more. He provided Millersville Borough data on the number of cardholders (1,590), items lent (18,309) and the 2010 per capita contribution (25 cents) received. Mr. Dougherty recognizes the presence of the Millersville University library but specifically asks for Council's support of the public library system in the amount of \$1.00 per capita. Mr. Bailey affirmed Council will take this under consideration.

Mr. John Hogan representing the development of the Funks' Farm distributed a letter dated October 26, 2010 to Council requesting consideration for providing sewer service to the Village at Funks' Farm. In his letter he pointed out the benefits to the Borough, such as the existing sewer manhole adjoining the project on South Duke Street, the capacity in the system thus allowing the sewer plant to function more efficiently, and the collection of tapping fees and usage charges. In Mr. Hogan earlier meeting with the Wastewater Committee and again tonight he agreed to reimburse the Borough for costs involving our engineer and solicitor.

**REPORTS OF COMMITTEES OR BOARDS**

Mr. Lastowski reported that the Fire Companies would meet this Thursday to appoint their representative for the Blue Rock Regional Fire Commission and then there will be discussions to set meeting dates and times.

**MAYOR'S REPORT**

Mayor Moriarty reported on the monthly police report as having higher, higher and highest activity in averages over the last seven years. For instance there were 203 calls for service in September. Chief Rochat stated his appreciation for the cooperation from Dr. Breaux and her staff on following through with disciplinary action against any students in which he has had issues.

**MILLERSVILLE UNIVERSITY REPORT**

Mr. Steven DiGuseppe reported on upcoming events this week and next. He mentioned Homecoming Weekend and the Millersville Community Parade was a success, although admits there is always room for improvement. He again thanked the Borough for their support and cooperation, mentioning Council's members Phil Lastowski, Mike Kirkham and Phil Gerber who volunteered, as well as the Police department, Street's personnel and Fire company for their efforts that day. Next year's date will be Saturday, October 29, 2011 with a salute to Millersville's 250<sup>th</sup> Anniversary.

Mr. DiGuseppe gave a status report on the ongoing search for the University's Police Chief, currently interviewing candidates.

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Mayor Moriarty acknowledged on behalf of Council an appreciation for Mr. DiGuiseppe's involvement and leadership in the Millersville Parade. He stated Steve demonstrates year-in and year-out an initiative to make this a first class event that brings in thousands of people to the community. He is thankful for his hard work and all he does for the Borough of Millersville.

**WASTE WATER COMMITTEE REPORT**

Mr. Gardner made a motion to allow communications with our Solicitor, to be reimbursed by Hogan & Herr, in order to craft an agreement whereby Millersville Borough will serve the sewer services for the development of the Village at Funks' Farm. Mr. Kirkham seconded the motion. It was noted that Mr. Hogan agreed to follow the engineers' requirements and that Mr. McMullen, Sewer Superintendent is in agreement and recognizes the Wastewater Treatment plant is capable of taking on the capacity. It was further discussed after being recommended by the Borough Manager that we would not set up an escrow but instead would bill Mr. Hogan on a progression basis. With no further discussions the motion passed with an unanimous roll call vote.

**FINANCE COMMITTEE REPORT**

Mr. Lastowski made a motion out of committee to approve the budget adjustments for the General Operating Fund, Sewer Fund and the Sewer Capital Fund. These adjustments were the result of the Finance Committees request to purchase 2011 budgeted items with the 2010 anticipated excess in order to relieve pressure from the 2011 budget. With no discussions the motion passed with an unanimous voice vote.

Mr. Lastowski made a motion out of committee to advertise the 2011 tax millage ordinance which states an increase from 4.85 mills to 5.24 mills. Mr. Lastowski stated the Borough has been operating at the same 4.85 mills for the last three years even though the costs of municipal services have steadily increased. Mr. Gerber had a request for further discussions of a particular line item in the General Capital Reserve Fund. Mr. Bailey stated this line item would not affect the proposed millage rate, however assured that there is time to review any line item and encourages Council to scrutinize the budgets between now and when we approve the budget. Mr. Arnold went over a few highlights for the 2011 budgets. He stated the expenditures reflect a 5.5% increase over 2010. The average residential property which is assessed at \$123,440 would under this proposal experience a \$4.01 per month increase in their tax bill. Mr. Kirk expressed his opinion that this is the time when Council should require the department Managers to reduce the budget by a certain dollar. Mr. Bailey stated Council has taken a much more active role over the last couple of years in financially managing and getting involved directly in budgeting. Mr. Bailey continued stating what we are seeing now is a diminishing ability to reduce the budget further without having to change the services that are currently provided to the Borough. Mr. Kirkham gave note that 70% of our General Operating budget is labor and fringe benefits which means in order to sufficiently reduce the budget service personnel would need to be cut. Mr. Weidinger asked what the amount is in the 2011 proposed budget for the Blue Rock Fire Rescue. Mr. Arnold replied that the total contribution in the General Operating budget is \$55,000, an increase from \$25,000 in 2010. Also noted is an

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additional \$20,000 in the General Capital Reserve toward a new fire vehicle. With no further discussions the motion passed with an unanimous roll call vote.

Mr. Lastowski made a motion out of committee to award the Borough's waste and recyclable materials collection bid to the lowest qualified bidder, Eagle Disposal of PA, Inc. in the amount of \$86.10 per unit contingent on the receipt of a performance bond. The other bids presented were York Waste Disposal at \$89.40, Edie Waste Inc. at \$92.98, Penn Waste Inc. at \$94.20, Waste Management at \$103.20 and Lebanon Farms Disposal at \$111.60 per unit. Mayor Moriarty asked the current amount the Borough pays for this service. Mr. Arnold stated \$98.52 per unit, over a ten dollar per unit savings. With no further discussions the motion passed with an unanimous voice vote.

Mr. Lastowski made a motion out of committee to approve the annual mailing of the in-lieu-of-taxes letters to the non-taxable property owners. With no discussions the motion passed with an unanimous voice vote.

**PLANNING AND BETTERMENT COMMITTEE**

None

**STREET COMMITTEE**

Mr. Kirkham mentioned the recent Liquid Fuels Audit was performed resulting in no findings.

Mr. Kirkham made a motion to allow the purchase orders for two utility vehicle replacements to occur provided there are no costs to the Borough in 2010. Mr. Gerber seconded the motion. With no discussions the motion passed with an unanimous voice vote.

**SAFETY COMMITTEE REPORT**

None

**PERSONNEL COMMITTEE**

Ms. Ridley reviewed discussions of the Manager's annual wage schedule with respect to COLA and performance reviews and presented an Employee Compensation Schedule for consideration. The levels are comparable to those seen in similar municipalities and the scale shows a 3% difference between levels. The bolded amounts represent the current pay for each of the Manager's positions. The compensation schedule was established to have a more appropriate schedule that could be followed if the Supervisor/Manager maintains a good rating on their evaluation. The intention is they would continue at that their level with any additional adjustment for merit as Personnel would deem appropriate. Mr. Arnold reaffirmed that the compensation schedule was not intended to be used as the schedules are for the union contracted employees where each year they advance to the next level automatically. He also stated that the scale should be adjusted annually by cost of living even if wage considerations were not given. Mr. Bailey stated he did not understand conceptually how this scale would work and believed this was not the direction of the previous committee. He believes the original intentions were for an entire movement toward appropriate evaluations with merit wage compensation being based on the indications of the evaluation. Mr. Kirkham made a motion to table further discussions until more details could be received to understand the background of the Employee

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Compensation Schedule. Mr. Gerber seconded the motion to table. With no further discussions the motion to table passed by a 6 to 1 voice vote, with Ms. Ridley opposed.

Ms. Ridley stated she would wait to bring the motion out of committee to consider the Managerial pay changes until all Council members have the foundation understood.

Ms. Ridley made a motion, seconded by Mr. Gerber, to approve Doris J. Chretien to fill the vacant crossing guard position with a starting salary of \$10 per hour as set by the Educational Service Agency in 2008. It was noted that Mrs. Chretien was a crossing guard with the Borough in the late 1980's. With no discussions the motion passed with an unanimous voice vote.

Ms. Ridley made a motion to appoint Mrs. Linda Deal to the Planning Commission for another four year term ending October 31, 2014. Mr. Gardner seconded the motion. With no discussions the motion passed with an unanimous voice vote, with Mrs. Deal abstained.

Ms. Ridley made a motion to appoint Mr. Gary Hess to the Planning Commission for another four year term ending October 31, 2014. Mr. Gardner seconded the motion. With no discussions the motion passed with an unanimous voice vote.

Ms. Ridley made a motion to appoint Mrs. Lynn Miller to the Historic Commission for a five year term ending February 24, 2015. Mr. Gardner seconded the motion. It was noted that Mrs. Miller is replacing Mr. Ted Risser. With no further discussions the motion passed with an unanimous voice vote.

Ms. Ridley announced the remaining vacancies on the following Boards and Commissions of having one for each of the Zoning Hearing Board as of December 31, 2010, Park Committee as of December 31, 2010, Educational Service Agency as of January 1, 2011 and the Vacancy Board as of January 1, 2011.

**PRESIDENT'S REPORT**

None

**BOROUGH MANAGER'S REPORT**

None

**EXECUTIVE SESSION**

After a ten minute recess, Council broke for an executive session at 8:50 PM to discuss the legal issue of the property at 132 Landis Avenue.

**ADJOURNMENT**

With no action necessary out of the executive session; Mr. Kirkham made a motion seconded by Mr. Gardner, to adjourn the meeting at 9:27 PM. The motion passed with a unanimous voice vote.

Respectfully submitted,

Edward J. Arnold  
Borough Secretary

EJA/jle