

August 13, 2024

MILLERSVILLE BOROUGH COUNCIL MEETING MINUTES

The MILLERSVILLE BOROUGH COUNCIL MEETING was held on Tuesday, August 13, 2024 in the Millersville Borough Public Meeting Room located at 100 Municipal Drive, Millersville, Pennsylvania.

The meeting was called to order at 6:00 PM by Council Vice President (VP) Phyllis Giberson. The meeting began with a pledge to the flag as well as an observed moment of silence.

COUNCIL MEMBERS

Marianne Kerlavage - absent
Phyllis Giberson
Mary Ann Gerber
Linda Bellile

David T. Aichele, Mayor
Darlene Eager
Joseph Lane
Michael Kaufhold

OTHERS PRESENT

David Rhodes, 25 Wabank Road, Millersville
Sam Bigler, 17 Wabank Road, Millersville
Phil Gerber, 122 Village Drive, Millersville
Richard Frantz, 55 North Duke Street, Millersville
Ed and Stephanie Hersh, 72 Blue Rock Road, Millersville
Dorothy Imel, 1902 Blue Ridge Drive, Lancaster
Karen Delong, 126 N. George Street, Millersville
David Sykes, 344 Valley Road, Millersville
Nancy Adams, GHD Engineers
Ryan Corsello, GHD Engineers
Sean Krump, Community Development Program Manager, Lancaster Redevelopment Authority
Kyle Miller, Borough Streets Superintendent
Les McMullen, Borough Sewer Superintendent
Luke Pennington, Borough Finance Officer
Rob Moyer, Borough Code Enforcement/Zoning Officer & BCO
Emma Danae Droz, Borough Part-Time Administrative Coordinator
Rebecca DeSantis-Randall, Borough Manager

MAYOR'S PRESENTATION OF SERVICE RECOGNITIONS

Mayor Aichele presented certificates recognizing the service of Borough employee Julie Fry and officers Spencer Rios, Jason Flood, Jason Turner, Alan Anderson. The Mayor also presented a framed certificate recognizing the upcoming retirement of police secretary Dorothea Young and thanked her for her 23 years of service to the Borough.

APPROVAL OF MINUTES

Council Member (CM) Kaufhold made a motion to approve the July 23, 2024 minutes. CM Bellile seconded the motion. The motion passed with a unanimous vote.

CITIZEN REQUESTS OR CONCERNS: None

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FINANCE ADVISORY COMMITTEE MEETING

The Finance Advisory Committee tabled its agenda items due to lack of quorum.

PERSONNEL ADVISORY COMMITTEE MEETING

CM Eager did a roll call of the members of the committee, in which all four members were present (CMs Eager, Bellile, Kaufhold, and Gerber).

CM Eager brought forward the first item on the Personnel agenda, which was a continuation of the discussion concerning crossing guard vacancies. CM Eager discussed the three current options under consideration, which were to hand the responsibility of the crossing guards from the Police Department to the Penn Manor School District, to subcontract out crossing services, or to hire a school bus for the Borough. CM Eager stated that there was a meeting scheduled for Friday, August 16 with the School District Superintendent to continue discussion of the available options. The committee discussed that, if using a bus was the solution, a bus would be for the entire Borough, thereby alleviating the need for crossing guards altogether, and that supply of a bus would be the responsibility of the School District. There was also discussion about recourse for the individuals who had threatened the lives of the crossing guards and students.

With no further agenda items and no further questions, CM Eager closed out the Personnel Committee meeting.

PUBLIC WORKS AND PUBLIC WELFARE ADVISORY COMMITTEE

VP Giberson did a roll call of the members of the committee, in which all four members were present (CMs Giberson, Bellile, Kaufhold, and Eager).

Council President (CP) Joseph Lane joined the meeting at 6:11 PM.

CM Giberson opened the committee meeting with review of the monthly Code Enforcement Report for June and July. With no questions from the Committee, CM Eager made a motion to approve the June and July Code Enforcement Report. CM Kaufhold seconded the motion. The motion passed with a unanimous vote.

The second item on the PW&PW agenda was a presentation of the Vacant Property Reinvestment Program by Sean Krumpe, Community Development Program Manager of the Lancaster Redevelopment Authority (RDA). Mr. Krumpe explained the process by which blighted properties may be submitted by the Borough to the Lancaster RDA for rehabilitation, with an emphasis on working with property owners to complete rehabilitation rather than relying solely on eminent domain, and that all proposed redevelopment of blighted properties would be subject to Council approval. Council asked Mr. Krumpe questions relating to locating property owners.

The third item on the PW&PW agenda was presentation of the Borough's Sewer Rate Study by Nancy Adams and Ryan Corsello of GHD Engineers. The presentation focused on a model created by GHD in order to calculate new sewer rates within the Borough for a ten-year

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period. The study presented three sewer rate scenarios for the Borough: maintaining the existing flat rate that had been in place since 2007, a minimum calculated rate under which revenue and expenses would zero out, and adjusted rates that would build towards a target revenue of \$350,000 to \$500,000 per year to build into a capital reserve fund. Under the adjusted model, there would be an increase of about 12.5% in the sewer rate every two years starting in 2025.

CMs Kaufhold asked whether the 12.5% would keep Millersville in line with neighboring municipalities pricing for sewer rates, which Ms. Adams confirmed it would. CM Eager asked about the potential impact of one or more new developments in the municipality, and Ms. Adams answered that the model assumed minimum growth, but that developments could result in lowering rates due to higher customer base. Mayor Aichele asked how often other municipalities changed rates, and Ms. Adams stated about every 2-3 years.

Borough Sewer Superintendent Les McMullen affirmed the need to move forward with the rate changes in order to support the financial needs of the Wastewater Treatment Plant, and that adjustments to the model could be made in the future as new development begins. Borough Manager DeSantis-Randall further added that the rate model provided the Borough with a calculation for the future which could be used to adjust the rate schedule, and that the model not only would help preparing the Borough's 2025 Budget but also a five-year Capital Improvement Plan (CIP). She also noted that the change would take effect January 1, 2025.

CM Eager made a motion to approve of the creation of appropriate documentation in order to implement a sewer rate change for the Borough. CM Kaufhold seconded the motion. The motion passed with a unanimous vote.

The fourth item on the PW&PW agenda was discussion of the Pavilion "A" Naming and proposed Borough Naming Policy. Karen DeLong, chair of the Park Commission, presented the potential naming policy which included opportunity for public weigh-in, criteria for naming requests, and an application process. The objective of the policy would provide a regular process for future naming opportunities. The Committee discussed concerns relating to the 3-year waiting period for naming after deceased individuals, making an exception for John Herr, and the expiration of naming applications after a 90-day period. The discussion was tabled until the next committee meeting.

The fifth item on the agenda was review of the Borough's RV Ordinance. Manager DeSantis-Randall and Code Enforcement/Zoning Officer Rob Moyer discussed code enforcement issues they were facing due to the ambiguous language of the ordinance. After discussion, the committee agreed to continue the conversation with written recommendation of changes from Borough Manager DeSantis-Randall and Borough Code Enforcement/Zoning Officer Moyer at the next meeting.

With no further agenda items and no further questions, CM Giberson closed out the PW&PW Committee meeting.

MAYOR'S REPORT:

Mayor Aichele reminded those in attendance that National Night Out had been rescheduled for Tuesday, August 20, 2024.

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BOROUGH MANAGER'S REPORT

Manager DeSantis-Randall brought forward a request for approval to advertise the Collection of Refuse and Recycling Contract request for bids. A motion to approve this request for bids was made by CM Bellile, seconded by CM Giberson, and approved by all.

Manager DeSantis-Randall brought forward a second request by Millersville University for a temporary street closure of E. Frederick Street on Saturday, September 21st for a Homecoming Block Party. After brief discussion, a motion to approve the request for temporary street closure was made by CM Bellile, seconded by CM Kaufhold, and approved by all.

Manager DeSantis-Randall brought forward a third request to consider awarding the University Drive Stream Restoration Project to Flyway Excavating at the contract price of \$165,935.00. A motion to approve the award was made by CM Giberson, seconded by CM Eager, and approved by all.

Manager DeSantis-Randall brought forward a fourth request to approve of the hiring of Jennifer Slover for the position of Police Secretary I with a start date of August 19th. A motion to approve this hire was made by CM Bellile, seconded by CM Eager, and approved by all.

Manager DeSantis-Randall then discussed the recommendation of the Pennsylvania State Association of Boroughs that the Borough formally post its Public Comment Guidelines on its website and in the Public Meeting Room. There were no questions from Council.

Manager DeSantis-Randall gave a brief project update on the ADA Ramp Replacement Project, stating that the project was on schedule to be completed before the start of the school year the next week.

Manager DeSantis-Randall finally reminded Council that Saturday in the Park was coming up on September 14, 2024 in Freedom Memorial Park and asked those present to attend.

PRESIDENT'S REPORT:

CP Lane brought forward discussion of the use of the Borough facilities by outside organizations. Council discussed potential acceptable and unacceptable uses of the Borough facilities, including uses related to politics, fundraising, food and drink, education, and elected officials. Discussion also included adding formal recognition of the Millersville Historical Society's use of the Borough facilities.

CP Lane also brought forward discussion of the Borough's 9/11 Memorial Showcase and the future use of the Borough Office display case. Council discussed that the piece of the World Trade Center would remain on display but considered options for alternate use of the display case including splitting it between the Borough Office and the Millersville Historical Society or adding an additional display case for the Historical Society's use.

Discussion concluded with the plan to draft resolutions to formally recognize the Historical Society's use of the Borough Facilities, to clarify use of the facilities by outside organizations, and to clarify use of the display case for Council's further review.

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UNFINISHED BUSINESS: None

CITIZEN REQUESTS OR CONCERNS

Richard Frantz, 55 N. Duke Street, spoke about improving safety for the crossing guards by adding cross walks, having crossing guards wear cameras, and adding police presence.

Dave Rhodes, 25 Wabank Road, spoke about his idea of adding cardboard dumpster at the Borough Offices in order to add revenue to the Borough and reduce waste. Council noted that we already have a hauler contract that handles cardboard.

EXECUTIVE SESSION: None

ADJOURNMENT

CM Giberson made a motion to adjourn. CM Kaufhold seconded the motion. The motion passed with a unanimous vote. The meeting adjourned at 7:47 PM.

Rebecca DeSantis-Randall
Borough Secretary

RADR/edd