

July 26, 2022

MILLERSVILLE BOROUGH COUNCIL MEETING MINUTES

The MILLERSVILLE BOROUGH COUNCIL MEETING was held on Tuesday, July 26, 2022, 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 Council President Lauren Hauck, followed by the pledge to the flag. A moment of silence was then observed.

COUNCIL MEMBERS

Lauren E. Hauck  
Christopher Hubbs  
Darlene Eager, absent  
Maggie Weidinger

David T. Aichele, Mayor  
Linda L. Bellile  
Mary Ann Gerber

OTHERS PRESENT

Greg Sahd, Millersville Borough Manager  
John Rochat, Millersville Police Chief  
Jeffrey Margevich, Lt. Police Chief  
Josele Cleary, Solicitor  
Sue Kornfeld, Millersville Borough Finance Officer  
Dorothy Imel, 1902 Blue Ridge Dr, Lancaster  
Phil Gerber, 12 Circle Rd., Millersville  
Sam Bigler, 17 Wabank Rd., Millersville  
Tony Hightower, Civil Service Commission, 210 New St., Millersville  
Melissa Ostrowski, Civil Service Commission, 413 Spring Dr., Millersville  
Stephanie Hersh, 72 Blue Rock  
David Sykes, 344 Valley Rd., Millersville  
Karen Delong, Park Commission, 126 N. George St., Millersville  
Andy Boxleitner, Street Department Superintendent

PRESENTATIONS BY MAYOR

Mayor Aichele honored Officer Jason Hottenstein on his retirement. He was awarded a plaque for his 25 years with the Borough. The Mayor also honored Lt. Jeffrey Margevich with a plaque for serving the Borough for 25 years.

President Hauck thanked both officers for their service to the Borough. She said the agenda needed a few additions because they were not on the posted version. She said she was looking for a motion to add the Planning Commission – Crossgates Phase II and Blue Rock Regional Fire District Commission to the Reports of Boards, Committees and Commissions. President Hauck also said we needed to add the Public Welfare and Public Works Advisory Committee: Discussion of Petition for Speed Humps and Stop Signs Along Pilgrim Drive and the Finance Advisory Committee: Approval of the June Financial Statements. Ms. Gerber made the motion and Ms. Bellile seconded. Ms. Cleary, Borough Solicitor, stated that you have to say why they were not on the initial posted agenda. She said the Act 65 of 2021, which requires you to post your agenda, requires that if you add items to your agenda, then you must state on the record why the items were not on it. It was her understanding that a preliminary draft of the agenda was

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uploaded, rather than the final draft, and that is why these changes were being made to it. That reason must be included in the minutes of this meeting to satisfy Act 65, and the amended agenda must be posted tomorrow to satisfy the Act. With no further discussions, the motion passed by unanimous vote.

EXECUTIVE SESSION

President Hauck asked for a motion to enter an Executive Session to discuss confidential matters. Ms. Bellile made the motion and Ms. Gerber seconded. With no discussions, the motion passed by unanimous vote at 7:06pm. She invited the Mayor and Borough Manager to remain in the room along with the Solicitor. The meeting reconvened at 7:33pm.

CITIZENS' REQUESTS OR CONCERNS

Melissa Ostrowski, 413 Spring Dr., Millersville, asked why the Executive Session was at the start of the meeting. She also inquired as to why when Council positions became vacant, why they were only advertised on the website. She suggested that they could advertise more publicly. Ms. Ostrowski thought that they could more actively broaden their reach. She stated that rather than sometimes rehiring former Council members, maybe they could hire new people of different age, race, gender or people who were part of the University. Ms. Ostrowski then thanked the police department for their continued prompt responses to phone calls regarding quality-of-life issues. She thanked them for taking the time to check on issues when requested. The Chief thanked Ms. Ostrowski, then mentioned to President Hauck that she might need to mention if action was taken during the Executive Session. President Hauck said that no action had been taken during the Session. She then responded to Ms. Ostrowski's question regarding the Executive Session, saying that there was an issue where the Solicitor needed to be present. She is paid hourly, which is why the Executive Session was held at the beginning of the meeting. President Hauck said that Ms. Ostrowski's comments regarding hiring of replacement Council members were valid. She stated that it is always preferred for Council to serve their full terms, but they would review more proactive options when those seats need to be filled.

REPORTS OF BOARDS, COMMITTEES, AND COMMISSIONS

PLANNING COMMISSION - STEERING COMMITTEE

The developer for Crossgates Phase II (Bellaride) was introduced by President Hauck. Dave Bitner, of RGS Associates, spoke at length about the preliminary plan from last year that had approval in October or November. He also discussed waivers and various issues about meeting Liquid Fuels criteria, as well as what had been approved and not approved. President Hauck said the Planning Commission did conditionally approve this plan. Ms. Weidinger said that there were 11 items in a motion related to Bellaride at Crossgates, which she proceeded to read. The 11 motions are attached to these minutes. She stated that there would be two motions that needed votes. The first is on items 1-3 in the beginning of the attached motion. Ms. Gerber seconded. With no discussions, the motion passed by unanimous vote. The next motion is for items 1-11 and was also made by Ms. Weidinger. This was seconded by Ms. Gerber. With no discussions, the motion passed by unanimous vote. Ms. Weidinger then made an additional motion to accept a waiver for a requested relief for modification to provide slant curbs in lieu of

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vertical curbs per the Planning Commission's recommendation. Ms. Gerber seconded. With no discussions, the motion passed by unanimous vote.

BLUE ROCK REGIONAL FIRE COMMISSION

Ms. Bellile gave a report for the Blue Rock Regional Fire District Commission. A meeting was held on Thursday, July 7, 2022 at the Washington Boro station. A moment of silence was held for volunteer Heather Gower, who passed away in a tragic motorcycle accident. The Financial Report was reviewed. Midway through the budget year, they are in good shape. The draft for 2023 Financial Report will be prepared for the August meeting. \$12,000 in grant money was received and another \$3,000 is expected. A concept drawing is being developed for a potential future station. Appraisals for property values are being obtained. The replacement trailer that was ordered in the fall of 2021 was received and does not have the correct specs. The replacement boat arrived and is being prepared for service. A buyer is purchasing the trailer. The driver's form and accident form are being revised.

PERSONNEL ADVISORY COMMITTEE

Ms. Gerber stated that due to the loss of a part time officer, the Personnel Committee approved the hiring of John Michener as a part time police officer. Because the police have been short staffed and this was an emergent need, she asked for a ratification out of committee of the Personnel Committee's approval of John Michener. With no discussions, the motion passed by unanimous vote. Her second item was a motion to appoint Phyllis Giberson to fill the Council vacancy. Ms. Weidinger seconded the motion. With no discussions, the motion passed by unanimous vote. In addition, they had approved the hiring of a full time Streets Department person previously. Mr. Boxleitner, Streets Department Supervisor, said that the individual they were possibly interested in hiring, Austin Swarner, needed to give notice at his current employment and complete a few requirements if he were to take the position. Ms. Gerber made a motion to hire Mr. Swarner. Ms. Bellile seconded. With no discussions, the motion passed by unanimous vote.

PUBLIC WELFARE AND PUBLIC WORKS ADVISORY COMMITTEE

Ms. Bellile said that there had been discussions about putting a speed hump on Pilgrim Drive in Quaker Hills. Complaints about speeding have been made since 2018. Two studies have now been conducted in that location, and it was determined that it is not a speeding issue, but an issue of volume. Substantially more cars are going through that area in 2022. Information would be distributed to everyone who had signed a petition to put a speed bump in that area.

FINANCE ADVISORY COMMITTEE

Ms. Weidener made a motion to approve the June Financial Statements out of committee. With no discussions, the motion passed by unanimous vote.

MAYOR'S REPORT

Chief Rochat gave the Police Report for the month of June. There were 286 calls for service, 2 ordinance complaints, 1 Disruptive Conduct Report, 14 criminal arrests: 5 adult and 9 juvenile.

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There were 11 Part I Offenses and 6 cleared, with a clearance rate of 54.5%. There were 24 Part II Offenses and 19 cleared, with a clearance rate of 79.2%. Total traffic violations – 30, speeding violations – 11, other traffic citations – 19. There were 5 vehicle accidents and 51 parking tickets issued. Vehicle miles patrolled were 3,442 and bicycle miles were 20.56. President Hauck asked if there was a trend in what type of crime was most prevalent this year. Chief said that it was larceny. He also discussed the 50<sup>th</sup> Millersville Turkey Trot Race. The approved route is yet to be determined. The Turkey Trot will be on Thanksgiving morning, November 24<sup>th</sup>, 2022 from 9-11am. The University and Penn Manor have been notified.

MILLERSVILLE UNIVERSITY REPORT

None

PENN MANOR REPORT

None

BOROUGH MANAGER'S REPORT

President Hauck welcomed Greg Sahd as the new Borough Manager of Millersville Borough. Mr. Sahd discussed the failing sound system in the council meeting room and starting streaming meetings to the public online. He had three audio visual professionals coming in to give proposals and bids within the next two weeks. Mr. Sahd also discussed the sale of the borough-owned property, 187 W. Frederick St. The auction is set for August 11, 2022, with the viewing of the property on August 4<sup>th</sup> from 2-4pm. He said he had received phone calls from people unable to make the August 4<sup>th</sup> viewing. He showed 2 people the home that day and would be showing it to 7 more prior to the viewing date.

PRESIDENT'S REPORT

President Hauck discussed the restructuring of committees due to the appointment of Phyllis Giberson to Council. Ms. Giberson would be on the Public Works and Finance Advisory Committees. Ms. Weidinger would move from the Public Works to the Personnel Committee.

UNFINISHED BUSINESS

President Hauck stated that with the unfinished business regarding Lafayette Place, we had received guidance from our solicitor. No action is needed at this time.

ADJOURNMENT

A motion was made by Mr. Hubbs for adjournment. Ms. Weidinger seconded the motion. With no further discussion, the motion passed with unanimous vote. The meeting adjourned at 8:05pm.

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Respectfully Submitted,

A handwritten signature in black ink, appearing to read "Greg Sahd". The signature is written in a cursive style with a large initial "G".

Greg Sahd  
Borough Manager

GAS/slk

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**MOTIONS RELATING TO BELLARIDE AT CROSSGATES**

I move that the appropriate officers of the Borough be authorized to execute the following documents relating to the Final Subdivision & Land Development Plan for Bellaride at Crossgates (Phase II) prepared by RGS Associates, Project No. 2020743-008, dated February 23, 2022, last revised June 17, 2022, which such documents are in a form acceptable to the Borough Solicitor:

1. Storm Water Management Agreement and Declaration of Easement between Murry Development Corporation and the Borough.
2. Agreement Providing for Grant of Pedestrian Easement between Murry Development Corporation and the Borough.
3. Agreement relating to the extension of the sewer system between Murry Development Corporation and the Borough.

I move that Borough Council grant approval of the Final Subdivision & Land Development Plan for Bellaride at Crossgates (Phase II) prepared by RGS Associates, Project No. 2020743-008, dated February 23, 2022, last revised June 17, 2022, subject to compliance with the following conditions, and further authorize execution of such plan by the appropriate officers of the Borough and release of such plan for recording when all of the conditions are satisfied:

1. Compliance with all of the outstanding issues in the review letter from the Borough Engineer dated July 2, 2022.
2. Execution and recording of a Storm Water Management Agreement and Declaration of Easement, Agreement Providing for Grant of Road Maintenance Easement, Agreement Providing for Grant of Pedestrian Easement and Agreement Providing for Grant of Utility Easements between Murry Development Corporation and the Borough, with any necessary or desirable joinders by the Crossgates Homeowners Association, Inc., in a form acceptable to the Borough Solicitor with all exhibits acceptable to the Borough Engineer.

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3. Execution of an agreement concerning the extension of the sewer system between Murry Development Corporation and the Borough in a form acceptable to the Borough Solicitor.

4. Execution of a developer's agreement by Murry Development Corporation in a form acceptable to the Borough Solicitor.

5. Evidence that the Sewer Dedication and Easement Agreement between Student Lodging, Inc. and Murry Development Corporation in a form acceptable to the Borough Solicitor has been fully executed and recorded.

6. Finalization of the conveyance of sewer lines on the property of Student Lodging, Inc., identified as Lancaster County Tax Account No. 440-52997-0-0000, from Student Lodging, Inc, to the Borough including the execution and recording of an Agreement Providing for Grant of Utility Easements and the execution of a Bill of Sale in a form acceptable to the Borough Solicitor.

7. Confirmation in a form acceptable to the Borough Solicitor that the Crosswinds Homeowners Association, Inc., shall assume responsibility for maintenance of all areas not contained within residential lots and maintenance of all storm water management facilities and sidewalks and trails and sidewalk shown on the Plan.

8. Receipt of evidence that Manor Township has approved the installation of the storm water management facility within its borders.

9. Receipt of evidence that the public water service provider has approved the design of the public water facilities.

10. Posting of financial security to secure completion of the required improvements in an amount acceptable to the Borough Engineer and in a form acceptable to the Borough Solicitor.

11. Reimbursement of all attorneys' fees and engineering fees incurred by the Borough in connection with the review of the Plan, preparation or review of documents, meetings with representatives of the Developer, and similar matters.