

June 23, 2020

MILLERSVILLE BOROUGH COUNCIL MEETING MINUTES

The MILLERSVILLE BOROUGH COUNCIL MEETING was held on Tuesday, June 23, 2020 in the Millersville Borough Public Meeting Room located at 100 Municipal Drive, Millersville, Pennsylvania.

The meeting was called to order at 7:13 p.m. by Council President Carrie Smith followed by the pledge to the flag and a moment of silence was then observed. She recognized the late call-to-order due to technical difficulties and announced those in attendance by either video or telephone.

COUNCIL MEMBERS

Carrie L. Smith	David T. Aichele, Mayor
Lauren E. Hauck (via teleconference)	Brooke G. Magni (via teleconference)
Linda L. Bellile (via teleconference)	Mary Ann Gerber (via teleconference)
Daniel P. Ostrowski (via teleconference)	Jenna L. Erb (via teleconference)

OTHERS PRESENT

John D. Rochat, Borough Manager & Millersville Borough Chief of Police
Jessie L. Ebersole, Millersville Borough Finance Officer (via teleconference)
Andrew M. Boxleitner, Millersville Borough Street Superintendent (via teleconference)
Steven A. DiGuissepe, Millersville University (via teleconference)
Mamie Covell, Millersville University Student Advisor (via teleconference)
Elaine Jones, LNP
Kenneth Eckert, 104 Circle Road, Millersville
David Sykes, 344 Valley Road, Millersville
Ian Rawhauser, 61 Pilgrim Drive, Millersville
Robert R. Cooper (via teleconference)
Dale Miller (via teleconference)
Diane Duell (via teleconference)

CITIZENS' REQUESTS OR CONCERNS

Ms. Duell understanding there was a Black Lives Matter march held in Millersville, asked if they knew who organized the march and if they asked for a permit. President stated the Mayor and two Council members participated in the march. Mayor Aichele stated the organizers did reach out to the Borough and the University in regards to holding the march in the Borough.

Mr. Sykes inquired on the status in the feasibility of getting water meter readings from the City in order to be able to charge people a better use for sewer and his other concern was with re-negotiating our trash hauler contract to allow yard waste to be one of the three allowable bags. Chief Rochat suggested putting Mr. Sykes's second concern on the Public Welfare and Public Works Advisory Committee's agenda next month, as the Borough will be starting the RFP (request for proposals). He also noted that Mr. McMullen had inquired on the feasibility of getting water meter usages for all residents in the Borough from the City of Lancaster. The City of Lancaster would require us to pay for software upgrades to extract the usages and that there would be an on-going related fee. President Smith stated this concern would be revisited on the Public Welfare and Public Works Advisory Committee agenda next month also.

June 23, 2020
MILLERSVILLE BOROUGH COUNCIL MEETING MINUTES

PLANNING COMMISSION VACANCY

President Smith explained that the Borough had advertised the vacancy on the Borough's Planning Commission and noted the receipt of four applicants. In alphabetical order they are Mr. Eckert, Mrs. Hauck, Mr. Rawhauser, and Mr. Sykes. President Smith announced that each applicant would be given three minutes for a brief presentation.

Mr. Ken Eckert introduced himself as a life-long resident of Millersville. He noted he attended both Penn Manor High School and Millersville University. He stated that he loves Millersville and would like to be more involved. He noted his background in construction and provided examples of the large-scale construction sites that he feels provides hands-on experience. He also noted he served as a Lancaster City police officer for three years giving him the experience of reading and understanding laws and codes. He currently volunteers with the Millersville Lions Club and serves as President of the Millersville Lions Club Pool Committee. He again stated he would like to give back to the community and thanked everyone for their time.

Mrs. Lauren Hauck noted as many already know, she is a current member of Council and was the prior Chair of the Borough's Planning Commission. She noted she stepped down as a member of the Planning Commission thinking her role on Council would create a conflict of interest. However, through new Council member training she became aware that it is in many cases beneficial to hold both positions. It leads to improved communications between the commission and council. She went on to note that she holds a master's degree in landscape architecture from the University of Pennsylvania. She noted her work experience, seven years for AECOM as a designer where she led and contributed to a variety of large-scale landscape architecture and urban design projects. In addition, she served a one-year term as a Commissioner on the City of Seattle's Design Commission, advising the Mayor, City Council and City departments on design projects and policies that shape the public realm. She feels her time on the City of Seattle's Design Commission, her career as a landscape architect, and the prior Chair of the Borough's Planning Commission uniquely qualifies her to fill the vacancy. She thanked everyone for their consideration.

Mr. Ian Rawhauser noted he and his family have lived in Quaker Hills for approximately five years. For eleven years he has been working for a non-profit real estate development company in Lancaster. He currently holds the position of Assistant Director of Real Estate Development with Housing Development Corporation MidAtlantic. In those years he has personally been responsible for the development of around 1100 multi-unit apartments in approximately a dozen municipalities in Pennsylvania and Delaware. He stated he is very familiar with the process and would take great care in making sure the Borough would be making the right decision. He believes having a developer's perspective would be very beneficial. He is also part of the County Coalition for Sustainable Growth and carrying out the vision in the County's Places2040 Comprehensive Plan. He stated he is excited for the opportunity to serve.

Mr. David Sykes stated his interest in the position. He has lived in Millersville most of his life and is a graduate of Penn Manor High School. He has a BS degree from York College in Police Science and spent three years in the Army as a military police officer. He has an honorable discharge with commendations. He recently retired from the Pennsylvania Liquor Control Board having worked over 33 years. As many of you know he has been attending most of the council and committee meetings which shows a responsible and sincere desire to be a voice of good in the borough. He also thanked everyone.

Mr. Ostrowski mentioned this vacancy was created due to the previous member moving out of the borough and that it is only effective through October 31st of this year. Ms. Bellile made a motion to appoint Mrs. Hauck to fill the vacancy, seconded by Mrs. Gerber. Ms. Bellile

June 23, 2020

MILLERSVILLE BOROUGH COUNCIL MEETING MINUTES

commented that every one of the candidates are excellent. Mr. Ostrowski agreed and continued to add to the conversation that there is someone not on Council, Mr. Rawhauser, that has excellent qualifications. Further conversations on the possibility of having an alternate position on the Planning Commission led to Ms. Bellile rescinding the motion to appoint Mrs. Hauck. Mr. Ostrowski then made a motion to appoint Mr. Rawhauser to fill the vacancy, seconded by President Smith. By roll call vote, the motion do not pass. Ms. Bellile proceeded to make the motion again to appoint Mrs. Hauck to fill the vacancy on the Planning Commission with the term ending date of October 31, 2020. Mrs. Magni seconded the motion. The motion passed with a 3 to 2 roll call vote, with Mrs. Hauck abstaining.

RESOLUTION BOOK
RESOLUTION NO. 2020-12

MINUTES

A motion to approve the minutes for the May 26, 2020 Council meeting was made by Mrs. Hauck and seconded by Mrs. Gerber. With no discussions the motion passed by a unanimous voice vote.

REPORTS OF BOARDS, COMMITTEES, AND COMMISSIONS

Ms. Bellile reported the Blue Rock Regional Fire Commission held a meeting via Zoom on Thursday, June 4, 2020. There was no financial report provided. She mentioned to reduce costs, Manor Township did preliminary work for the paving project at the Highview Station. She also mentioned that there are no medical calls being run at this time due to COVID-19 exposure. But that training is continuing through the option of Zoom meetings with a limit of thirty participants.

PERSONNEL ADVISORY COMMITTEE REPORT

Mr. Ostrowski made a motion out of Committee to appoint James Delle to fill the vacancy on the Historic Commission with a term ending date of February 24, 2025. With no discussion the motion passed by a unanimous voice vote.

RESOLUTION BOOK
RESOLUTION NO. 2020-13

Mr. Ostrowski mentioned an alternate member opening on the Civil Service Commission and welcomed anyone from tonight's meeting to consider filling the position. Mr. Eckert volunteered. Mr. Ostrowski made a motion, seconded by Ms. Bellile to appoint Mr. Eckert to fill the vacancy of an alternate member of the Borough Civil Service Commission with a term ending date of December 31, 2026. With no discussion the motion passed by a unanimous voice vote.

RESOLUTION BOOK
RESOLUTION NO. 2020-14

June 23, 2020
MILLERSVILLE BOROUGH COUNCIL MEETING MINUTES

Mr. Ostrowski stated they will have an executive session tonight to discuss a personnel issue and contract negotiations.

PUBLIC WELFARE AND PUBLIC WORKS ADVISORY COMMITTEE REPORT

Mrs. Hauck made a motion out of committee to extend the Borough's disaster emergency declaration by the resolution presented effective immediately and with an extension date of the Borough Council meeting of July 28, 2020. Mrs. Hauck read the revision; "Be it Further Resolved, we direct that all council, committee, board, and commission meetings be conducted in a manner that adheres to Act 15 of 2020 requirements." Discussions were made on whether to open the Borough Offices when the County goes Green. Ms. Bellile stated that just because we go Green, does not mean the virus is over. Chief stated that state and local governments were not explicitly required to suspend in-person operations under the business closure orders. However, they were advised to curtail in-person operations to the extent practicable and follow COVID-19 mitigation guidance provided by the Department and the CDC. Mr. Ostrowski suggested we change the language in the resolution to give control to Chief Roachat on when to open the office for in-person operations. Based on everyone's agreement, Mrs. Hauck modified the motion to state the extension of the disaster emergency declaration until July 28th at 7 p.m., modifying the paragraph that addresses holding meetings that adhere to Act 15 of 2020 as well as the paragraph authorizing the Borough Manager to make the decision of Borough office and hours of operation. Mr. Ostrowski seconded the motion. Mrs. Magni asked for at least 48 hours' notice of posting all meetings on the website and Facebook. With no further discussions the motion passed by a unanimous voice vote.

RESOLUTION BOOK
RESOLUTION NO. 2020-15

Mrs. Hauck made a motion out of committee to waive all rental inspections until Lancaster is in the Green phase. Mrs. Gerber asked to clarify that this means we are forgiving the action of inspections. Mrs. Hauck stated that the Zoning and Code Enforcement Officer will not make up those inspections from March until we go Green. With no further discussions the motion passed by a unanimous voice vote.

FINANCE ADVISORY COMMITTEE REPORT

Mrs. Gerber made a motion out of committee to approve any elected official's attendance to the Lancaster County Borough's Association quarterly meetings for the remainder of 2020. With no discussions the motion passed by a unanimous voice vote.

Mrs. Gerber made a motion out of committee to approve any elected official's attendance to any PSAB webinars for the calendar year 2020. With no discussions the motion passed by a unanimous voice vote.

Mrs. Gerber made a motion to approve any elected official's attendance to any PSAB on-line training programs for the calendar year 2020. Mrs. Hauck seconded the motion. With no further discussions the motion passed by a unanimous voice vote.

Mrs. Gerber made a motion out of committee to approve the May 2020 monthly financial statements as presented. With no discussions the motion passed by a unanimous voice vote.

June 23, 2020

MILLERSVILLE BOROUGH COUNCIL MEETING MINUTES

Mrs. Gerber reviewed the suggestions from the Auditors presentation of the Borough's financial statements. One issue has been referred to the Personnel Advisory Committee and that is a policy regarding the Borough Manager's vacation and sick days. One issue has already been handled in that Chief Rochat is also the Borough Manager, so any purchase orders for the police department expenditures will be made by Lt. Margevich. The two remaining issues Cyber Security Training for staff members and a written credit card policy will be handled by Chief Rochat.

Mrs. Gerber discussed the Borough's Certificate of Deposit investments that will be coming to maturity next month. To the extent possible, they will be re-invested. Also, annually the Borough pulls money from the Rutter (Park) fund but have decided to delay doing that now that the market seems to be doing better. She also mentioned the Borough's intent to continue participation in the County's CDBG program for the years 2021 through 2023.

Chief Rochat mentioned the CDBG award in the amount of \$200,000 for the West Frederick and South Duke Street infrastructure project could not be extended but was re-processed for their fiscal year 2020 CDBG allocation of public improvements. The plan will be presented to the County Commissioners for approval at their July 1st meeting.

MAYOR'S REPORT

Mayor Aichele commented that the May Monthly Police Report had nothing that stands out. He again wanted to say how proud he is of our Officers that participated in the march that took place in the Borough as well as the assistance they received from Millersville University and Manheim Township Officers. He commented that they did a fantastic job to allow the people to peacefully walk. He is working on providing letters of thanks. Mrs. Magni thanked the Mayor for his speech, and she commented that she heard nothing but wonderful things about the Officers that were there. Mrs. Hauck asked if there is a going to be a statement put out on the website and/or Facebook addressing the Black Lives Matter movement and taking a stance on being an open and inclusive Borough. Mayor stated he is working on that and will share it with Council first.

MILLERSVILLE UNIVERSITY REPORT

Ms. Covell stated the Millersville University Campus Recreation Department joined the trend by offering eSports as an intramural for the first time in April. ESports is short for electronic games, or video games. The department offered eSport intramurals for Millersville students, faculty and staff for Rocket League, FIFA, NBA 2K, Madden and Super Smash Bros. Those offerings will continue this Fall. Millersville University has decided to extend the policy for an optional SAT or ACT test for another year, through 2021. Millersville is committed to providing students access to an affordable, high-quality education. Extending this policy to make the tests optional aims to make higher education attainable to more students during this time. In the absence of SAT or ACT scores, greater emphasis will be placed on the GPA and class rank, when made available, of incoming students. In March, the PSAC and NCAA made a decision that rocked athletes across the nation. For teams at Millersville, camps and clinics, a primary source of fundraising for scholarships and program operations were also canceled. One specific athlete, Aliyah Striver was set to represent Millersville University in the shot put at the NCAA Division II Indoor Championships but one day before her first appearance the event was canceled. However

June 23, 2020

MILLERSVILLE BOROUGH COUNCIL MEETING MINUTES

recently, the United States Track and Field and Cross Country Coaches Association decided to recognize its indoor All-Americans and Ms. Striver was included on that list.

Mr. DiGuissepe reported that a new Fall 2020 website has all the updates for the Fall, noting the re-opening of Campus will be August 24th. He mentioned the Fall semester academic instruction will be provided in a hybrid modality, which includes in-person, online and multi-modal instruction. Students will be welcomed back to campus in both on-campus housing and Student Lodging, Inc. housing. Dining will be open on campus with social distancing modifications and more options for grab-and-go meals. He stated everyone in our community must adapt to the new normal of wearing face masks, use of good hand washing and disinfecting procedures, and adhering to social distancing requirements. He went on to state that they will not take a Fall break this semester to minimize travel from and back to the Campus. He noted that classes will run straight through from August 24th through Friday, November 20th and that Thanksgiving recess will run November 25th through November 29th. Classes will resume remotely on November 30th with the final two weeks of the semester, including finals, delivered remotely. Millersville President Daniel A. Wubah has announced an extension of the "Imagine the Possible" fundraising campaign to support student success. The "Imagine the Possible" campaign is the first fundraising campaign in the history of the University focused entirely on students. As of June 2020, the campaign is more than \$44.8 million in support. While the impact on students has been tremendous already, the expansion of the "Imagine the Possible" campaign has the ability to benefit every student seeking support especially during this difficult time. To date, through the campaign, generous donors gave over \$14.3 million in new scholarship funds for students, over \$4.6 million in funds to support Marauder Athletics and over \$25.9 million to support student experiences like student faculty research, study abroad, internship stipends, and funds to support unique student learning experiences at the brand new Lombardo College of Business. The length and goal for the extension will be determined at a later time.

PENN MANOR REPORT

None

BOROUGH MANAGER REPORT

Chief Rochat mentioned he had nothing further to report.

PRESIDENT'S REPORT

President Smith mentioned she will be attending a full day virtual conference hosted by the Pennsylvania Municipal League with a theme on sustainable communities.

NEW BUSINESS

Mrs. Hauck, on behalf of the Park Commission wanted to publicly thank the Millersville Lioness Club for their donation of eight rose bushes and the labor to install them in our Freedom Memorial Park.

June 23, 2020

MILLERSVILLE BOROUGH COUNCIL MEETING MINUTES

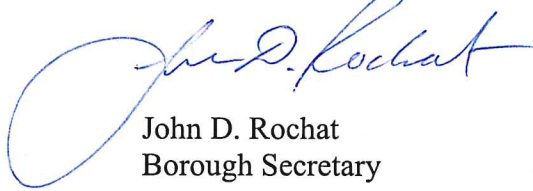
EXECUTIVE SESSION

Council broke for an executive session at 8:47 p.m. to discuss a personnel issue and contract negotiations. President Smith stated that there would be no action coming out of the executive session. She invited the Mayor and the Borough Manager to attend and asked everyone else to sign off.

ADJOURNMENT

Out of executive session and having no further business to discuss, Mr. Ostrowski made a motion to adjourn the meeting at 9:00 p.m., seconded by Ms. Bellile.

Respectfully submitted,

A handwritten signature in blue ink, appearing to read "John D. Rochat", is written over the typed name and title.

John D. Rochat
Borough Secretary

JDR/jle