

June, 28 2022
MILLERSVILLE BOROUGH COUNCIL MEETING MINUTES

The MILLERSVILLE BOROUGH COUNCIL MEETING was held on Tuesday, June 28, 2022, in the Millersville Borough Public Meeting Room located at 100 Municipal Drive, Millersville, Pennsylvania.

The meeting was called to order at 7:00 p.m. by Council President Lauren Hauck, followed by the pledge to the flag. A moment of silence was then observed.

COUNCIL MEMBERS

Lauren E. Hauck
Lynn M. Miller
Linda L. Bellile
Mary Ann Gerber

David T. Aichele, Mayor
Christopher Hubbs
Darlene Eager
Maggie Weidinger

OTHERS PRESENT

Sue McCullough, Millersville Borough Receptionist
Sue Kornfeld, Millersville Borough Finance Officer
Mike Tuscan, Millersville Borough Code Enforcement/Zoning Officer
Andy Boxleitner, Street Department Superintendent
David Sykes, 344 Valley Rd, Millersville
Dorothy Imel, 1902 Blue Ridge Dr, Lancaster
Phil Gerber, 12 Circle Rd, Millersville
Steve and Phyllis Giberson, 332 Manor Ave, Millersville
Melissa Hohman, 50 Glen Oaks Dr., Lancaster
Don and Tina Sheaffer, 437 Brookview Dr, Millersville
Sam Bigler, 17 Wabank Rd, Millersville
Elaine Walmer, 616 Brentwood Dr, Lititz
Vanessa Acosta, 3303 Lynn Lane, Millersville
Clarisse Bell, 823 Tanglegate Pl, Millersville
Ed Harsh, Brenner St, Millersville

MINUTES:

A motion was made by Ms. Gerber to approve the June 14, 2022 minutes. Ms. Bellile seconded. With no discussions, the motion passed by unanimous voice vote.

CITIZENS' REQUESTS OR CONCERNS

Melissa Hohman, 50 Glen Oaks Dr, discussed neighborhood complaints in Quaker Hills of glass left in the street after trash pickup. She also asked why the meetings were no longer being streamed online by video. Sue McCullough suggested that citizens call the office as soon as trash problems are seen so they may be addressed promptly. President Hauck said that due to changing staff, we were unable to keep current with online streaming. She said that it was a top priority that the new Borough Manager would be addressing. President Hauck said that to her knowledge, there had been staffing issues with local trash companies that could be causing the trash pick up issue. She stated that the glass is a major concern and would be addressed as well.

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Dorothy Imel, 1902 Blue Ridge Dr, had a question regarding Commonwealth Code for Codes and Zoning. She wanted to know if they would only come into the office when called, or if they would be in the borough office on a schedule. Ms. Miller replied that they would be in the borough office on the same days as the new Borough Manager, Tuesday, Wednesday and Thursday. They would be doing a combination of rental inspections and be available on site to answer questions about zoning etc.

REPORTS OF BOARDS, COMMITTEES, AND COMMISSIONS

Ms. Bellile reported that a meeting for the Blue Rock Regional Fire Commission was held on Thursday, June 2, 2022 at the Millersville station. The financial report was reviewed. Some large vehicle maintenance bills will be due soon. Due to grant money, the budget remains in good shape. They are currently looking at a design for a "model station" and property values are being assessed for a long-range plan. One new worker's compensation claim came in. The replacement trailer that was ordered in the fall of 2021 has no date for arrival. A command vehicle is scheduled to be replaced this year. Because of low inventory, we can expect delivery in 2023. Station 903 still has bats. Previously in the attic, they are now in the basement. This station is located near the landfill. They are currently working with LCSWMA to resolve this issue. New tablets were purchased to replace the original laptop computers from 2012.

Ms. Gerber reported that the Zoning Hearing Board reorganized. The Chairperson is now Lindsay Gerner and the Vice Chairperson is James Kirk.

PERSONNEL ADVISORY COMMITTEE

Ms. Miller said that Commonwealth Code is already in Millersville, as well as the county and beyond, doing commercial inspections. This is due to our Zoning officer, Mike Tuscan, retiring. She stated that we are doing this to allow the new Borough Manager to be involved in the decision-making process. He can decide whether we should replace, outsource, or have a hybrid of both for this position. Commonwealth Code is currently doing rental and residential inspections for Mt. Joy and Middletown. Ms. Miller said that Ms. Gerber had spoken with the people from Middletown and they were very pleased with the work that Commonwealth is doing. Once changes in the contract are approved by our solicitor, we will hire them on a short-term basis to do the residential part of zoning and code work. Ms. Miller made a motion to approve a contract with Commonwealth Code. Ms. Gerber seconded. With no discussions, the motion passed by unanimous vote.

Ms. Miller discussed how we recently had our part time front office clerk resign recently. After advertising the position, we found Tina Sheaffer to fill the position. Ms. Miller made a motion out of committee to officially affirm the resignation of the former clerk. With no discussions, the motion passed by unanimous vote. Ms. Miller then made a motion to hire Tina Sheaffer as a part time clerk in the front office. Mr. Hubbs seconded the motion. With no discussions, the motion passed by unanimous vote.

Ms. Miller mentioned that we had previously voted on hiring Greg Sahd as Borough Manager. He is starting on July 5, 2022. Ms. Miller said that, per Pennsylvania state regulations, we needed to officially appoint him as Borough Manager, Secretary, Treasurer, Tax Collector and Open Records Officer. She made a motion to appoint him as Borough Manager, Secretary,

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Treasurer, Tax Collector and Open Records Officer. Mr. Hubbs seconded the motion. With no discussions, the motion passed by unanimous vote.

PUBLIC WELFARE AND PUBLIC WORKS ADVISORY COMMITTEE REPORT

Ms. Bellile stated that a meeting was held on June 16, 2022. She said that there was a discussion regarding Crossroads Phase II Construction. She then introduced Andy Boxleitner, Street Department Superintendent. Mr. Boxleitner said that there had been an issue with the original plans that came in. A hammerhead, which is a type of cul-de-sac, had needed approval, but it was not going to be liquid fuels eligible. It could be approved, but the road would have to stay private. If they wanted to be approved for dedication, they would need the cul-de-sac to be 80' x 100'. They did come back with their final plan, which did have the correct measurements. Mr. Boxleitner stated that he would be doing a full review with RAV. He said he did think it would end up being liquid fuels eligible after review.

FINANCE ADVISORY COMMITTEE

Ms. Weidinger made a motion out of committee to approve the May 2022 Financial Statements. With no discussions, the motion passed by unanimous vote. She also made a motion out of committee to approve the resolution for the sale of 187 W. Fredrick St. She mentioned that the original plan had been to buy that house to tear it down and do construction on the road. The plan with the road has since changed, thus the need to auction the house. There was approval in 2021 by Council to auction the property. It has an auction date of August 11th, 2022 with Matthew Sherk as the auctioneer. There will be an open house a few weeks prior to the auction date, but the Borough Manager would be coordinating that with staff. This resolution was to get the sale advertised. With no discussions, the motion passed by unanimous vote.

Ms. Weidinger stated that Les McMullen, Sewer Department Superintendent had met with the committee regarding the 2022 Sewer Budget. There was a \$1.2M project that is not going to be completed. He wanted to take money from that project and add 20% because all the costs have gone up on projects he is working on. This adjustment would give us a net increase that we will put back in the sewer fund. The sewer fund is separate from the rest of the general fund and can only be used on sewer projects. The remaining funds will go into the sewer budget for next year when the cancelled project is actually done. Ms. Weidinger then made a motion out of committee to adjust the 2022 Sewer Budget. With no discussions, the motion passed by unanimous vote.

MAYOR'S REPORT

Mayor Aichele honored Mike Tuscan, the Codes and Zoning Officer who was retiring, with a plaque to honor his service with Millersville Borough. He had worked here since 2012.

Lt. Margevich gave a report for the police department activities for the month of May. Mayor Aichele discussed the deadline for accepting new police officer applicants, which would be that following Monday. President Hauck asked Lt. Margevich about adding cyclists to the police force due to the price of fuel. Lt. Margevich said we had the grant for that and our primary bicycle police officer was retiring to work as the School Resource Officer. He stated that we did need bikes.

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PENN MANOR REPORT

None

MILLERSVILLE UNIVERSITY REPORT

None

BOROUGH SECRETARY REPORT

None

PRESIDENT'S REPORT

President Hauck discussed Lynn Miller's retirement from Council and accepting her resignation. She said she was grateful for her leadership and commitment to Millersville Borough. Ms. Miller had rejoined council in a time of need and assisted in many changes and improvements made in the Borough in 2022. She thanked her for her decades of work in the Borough. President Hauck then made a motion to accept her resignation as of June 30, 2022. Ms. Gerber seconded the motion. With no discussions, the motion passed by unanimous vote. President Hauck said that Ms. Gerber would now be the Personnel Chair in place of Ms. Miller. They would be accepting resumes through July 13, 2022 to the borough office for the Council Chairperson position.

UNFINISHED BUSINESS

None

EXECUTIVE SESSION

None

ADJOURNMENT

Ms. Hauck made a motion to adjourn the meeting. Ms. Weidinger seconded the motion. With no discussions, the motion passed by unanimous vote. The meeting adjourned at 7:32.

Mary Ann Gerber

Mary Ann Gerber
Borough Secretary

MAG/slk