

March 26, 2024

MILLERSVILLE BOROUGH COUNCIL MEETING MINUTES

The MILLERSVILLE BOROUGH COUNCIL MEETING was held on Tuesday, March 26, in the Millersville Borough Public Meeting Room located at 100 Municipal Drive, Millersville, Pennsylvania.

The meeting was called to order at 7:01 PM by Council President Joseph Lane, followed by a pledge to the flag as well as an observed moment of silence.

COUNCIL MEMBERS

Marianne Kerlavage
Phyllis Giberson
Mary Ann Gerber
Linda Bellile

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

OTHERS PRESENT

Steve Giberson, 332 Manor Ave, Millersville
Phil Gerber, 12 Circle Road, Millersville
Dorothy Imel, 1902 Blue Ridge Drive, Lancaster
William Hess, 33 Pilgrim Drive, Lancaster
John Michener, West Charlotte Street, Millersville
Richard Frantz, 55 North Duke Street, Millersville
Sam Bigler, 17 Wabank Road, Lancaster
Evan Graybill, no address given
David Sykes, 344 Valley Road, Millersville
Carol Thomas, 170 W Charlotte Street, Millersville
Lauren Dissinger, 429 Spring Drive, Millersville
Rob Moyer, CCIS
Sue McCullough, Millersville Borough Receptionist & Recycling Coordinator
Les McMullen, Millersville Borough Sewer Superintendent
Kyle Millers, Millersville Borough Street Superintendent
Rebecca DeSantis-Randall, Millersville Borough Manager

APPROVAL OF MINUTES

Council Member (CM) Kerlavage made a motion to approve the March 12, 2024 minutes. CM Gerber seconded the motion. The motion passed with a unanimous vote.

CITIZEN REQUESTS OR CONCERNS

Evan Graybill read a prepared letter from Daryl and Julie Enck, 345 Barbara Street, related to the short-term rental ordinance proposal. The letter stated their support for the allowing short-term rentals and fair regulations. Mr. Graybill also spoke for himself about his request to also allow short-term rentals in the Borough.

COMMITTEE ASSIGNMENTS

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CM Giberson brought forward a number of items out of the Public Welfare and Public Works committee. A motion was made by CM Giberson to approve the February Codes Report, which was seconded by CM Kerlavage and approved by all. A vote on the approval of the "Stormn Lancaster" race was tabled due to a few questions related to the participants of the race, which the Council wanted clarification on before voting. A discussion out of committee about the removal of the small patch of grass in the Circle Road cul-de-sac was briefly reviewed. A motion to approval the removal of this grass was made by CM Bellile, seconded by CM Kerlavage, and approved by all. CM Giberson brought forward the committee's discussion of the short-term rental ordinance, but requested it be tabled until the committee could further discuss the ordinance before a vote.

CM Giberson called on Sewer Superintendent McMullen to review the discussion of three sewer related items at the Public Works committee meeting. He stated that the sewer tapping fee has not been increased since 2021 due to the capital construction costs of updates to the plant. Now that the Borough has paid that debt, the Borough has the opportunity to adjust the tapping fee again. The Borough's sewer engineer, GHD, prepared the calculation report, which shows the current tapping fee of \$5342.00, the new rate increasing by \$793, making the new tapping fee \$6135.00. A motion to authorize the preparation and advertising of an ordinance to change the tapping fee was made by CM Giberson and seconded by CM Bellile. This was unanimously approved. Superintendent McMullen also discussed the Borough's request to do a sewer rate study, as the Borough's sewer rate has not been changed since 2004. This study would be conducted by the Borough's sewer engineer, GHD. A motion was made by CM Kerlavage to approve the study request. This was seconded by CM Giberson and approved by all. Finally, Superintendent McMullen brought forward a request to approve an annual biosolid management service agreement with Denali Water with the Consumer Price Index (CPI) adjustment of an additional \$41.88, per our contact guidelines. This agreement approval motion was made by CP Lane, seconded by CM Giberson, and approved by all. Superintendent McMullen, as a follow up on the Charlotte Street project, let Council know the date of completion would likely be pushed back slightly to allow for a nicer finish on the paving.

CM Bellile gave the report for the Personnel Committee. Personnel requested approval of the application of William Hess for the Zoning Hearing Board. This was unanimously approved.

RESOLUTION NO. 2024-05

Appointment of William Hess to Zoning Hearing Board

Personnel requested approval of the application of Ed Hersh for the Zoning Hearing Board alternate position. This was unanimously approved.

RESOLUTION NO. 2024-06

Appointment of Ed Hersh to Zoning Hearing Board (alternate)

CM Bellile asked Borough Manager DeSantis-Randall to review the discussion of the part-time administrative coordinator position. Manager DeSantis-Randall reviewed the need for the position, including needing additional help to cover the front reception needs due to increased traffic, and for added help with tasks like council minutes, clerking, website support, and record retention. The job description was reviewed by the committee. This request was unanimously approved out of committee. CM Gerber stated that while she has advocated for the additional of

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Manager DeSantis-Randall also reminded Council that there is only one meeting in the month of April due to election day falling on the second meeting date of the month.

PRESIDENT'S REPORT

None

UNFINISHED BUSINESS

None

EXECUTIVE SESSION

None

ADJOURNMENT

CM Bellile made a motion to adjourn. CM Kerlavage seconded the motion. The motion passed with a unanimous vote. The meeting adjourned at 8:01 PM.



Rebecca DeSantis-Randall
Borough Secretary

RADR