

May 26, 2020
MILLERSVILLE BOROUGH COUNCIL MEETING MINUTES

The MILLERSVILLE BOROUGH COUNCIL MEETING was held on Tuesday, May 26, 2020 in the Millersville Borough Public Meeting Room located at 100 Municipal Drive, Millersville, Pennsylvania.

The meeting was called to order at 7:03 p.m. by Council President Carrie Smith followed by the pledge to the flag and a moment of silence was then observed. She noted those in physical attendance and asked everyone communicating by video or telephone to mute themselves until they wanted to speak.

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
Lieutenant Jeffrey Margevich, Millersville Borough Police Department
Jessie L. Ebersole, Millersville Borough Finance Officer (via teleconference)
Andrew M. Boxleitner, Millersville Borough Street Superintendent (via teleconference)
Steven A. DiGuseppe, Millersville University (via teleconference)
Mamie Covell, Millersville University Student Advisor
Lucas Charles, Penn Manor High School Student Advisor (via teleconference)
Elaine Jones, LNP
Scott Bailey (via teleconference)
Neil Lamborn (via teleconference)
Mitchell Sweigart (via teleconference)
Maggie Weidinger (via teleconference)
Melissa Ostrowski (via teleconference)
Robert R. Cooper (via teleconference)
Cara Haines (via teleconference)

CITIZENS' REQUESTS OR CONCERNS

President Smith started by reading an email from Mr. Bailey, residing at 61 West Frederick Street. His question: "Since it is practical to provide the public access to public meetings necessary for public oversight via teleconference/video conferencing technologies, why has Council chosen not to provide such oversight to their committee meetings?" President Smith noted she had responded to Mr. Bailey by email stating she would bring forth a proposal on how they can conduct committee and council meetings under Act 15 of 2020 at Tuesday's council meeting (tonight). She proposed moving forward committee meetings will accept written comments that will be read into the record, provide access to the video conference for residents and that no live commenting will be allowed. For borough council meetings the proposal is to accept written comments that will be read into the record, provide access to the video conference

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for residents and allow live commenting during the Citizen's portion of the agenda. She went on to note that the guidelines under Act 15 of 2020 for Planning and Zoning meetings are different. Mr. Ostrowski stated that the proposal is very reasonable with maybe one recommendation, at committee advisory meetings if residents wanted to have live dialogue with a committee, could it be possible to arrange for that in advance? He noted that sometimes it is necessary for a resident to have a discussion and not just present information in written form. President Smith asked for Council's feedback on the requirement of a password to attend the Borough's meetings. She established password procedures based on a webinar she attended on video conferencing security. Mr. Ostrowski voiced his concern that the password should be a borough administrative function and not an elected official. It was mutually agreed that a password requirement would continue with the Chief administering the password. Mr. DiGuseppe suggested that Council review webinars put out weekly from the legal counsel of the Pennsylvania Office of Open Records and offered to share the link. Mrs. Brooke asked for Council to consider a timeline for putting notices of all meetings on social media. She suggested at least 72 hours for the public to see the notice and gather their thoughts for submittal.

President Smith read the email from Neil Lamborn, residing at 442 Penn View Drive. He wanted to make a public comment on the closure of the Freedom Memorial Park and requested that it be opened immediately. He stated other local municipalities have either opened or never closed their recreational facilities, while our park remains closed. He is first disappointed in the closure of the park initially and secondly is disappointed with the continuation of the park being closed. President Smith responded to Mr. Lamborn by email stating Council would be addressing re-opening the Park at Tuesday's meeting (tonight) and is hopeful that Council will approve the plan.

MINUTES

A motion to approve the minutes for the April 14, 2020 Council meeting was made by Mrs. Gerber and seconded by Ms. Bellile. With no discussions the motion passed by a unanimous voice vote.

ORDINANCE AND RESOLUTION TAX PAYMENT PENALTY

Mr. Ostrowski made a motion to adopt the ordinance to authorize Council to establish penalties for payment of delinquent real estate taxes by Resolution or Ordinance. Mrs. Gerber seconded the motion. Chief Rochat explained that passing the ordinance and the resolution will extend the base period until November 30th. With no further discussions the motion passed by a unanimous voice vote.

ORDINANCE BOOK
ORDINANCE NO. 2020-01

Mr. Ostrowski made a motion to adopt the resolution to establish penalties for payment of delinquent real estate taxes for calendar year 2020. Mrs. Hauck seconded the motion. With no discussions the motion passed by a unanimous voice vote.

RESOLUTION BOOK
RESOLUTION NO. 2020-10

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REPORTS OF BOARDS, COMMITTEES, AND COMMISSIONS

Ms. Bellile reported the Blue Rock Regional Fire Commission held a meeting by zoom on Thursday, May 14, 2020. They approved the financial report. The bid to remodel the Millersville Station to have two live-in's downstairs came back too high and they will continue to look for local contractor(s). Cleaning the polling places due to COVID-19 was a topic of concern. Later information from the election board showed that polling places can get reimbursed up to \$300. She stated that there will be no member's banquet, so they are sending out gift cards instead. She mentioned no firefighters have had the coronavirus but there was one scare and a quarantine. She stated there has been a lot of push back on the protocols taken.

PERSONNEL ADVISORY COMMITTEE REPORT

Mr. Ostrowski mention the committee did meet however there were no motions. He stated they have discussed the on-going Non-Uniform contract negotiations and that there will be an executive session tonight to bring Council up to date.

PUBLIC WELFARE AND PUBLIC WORKS ADVISORY COMMITTEE REPORT

Mrs. Hauck presented the proposal that was circulated to re-open Freedom Memorial Park. Due to safety concerns they cannot recommend re-opening the park all at once but would like to open portions of the park as quickly as possible. The proposal suggests following the guidelines of the Pennsylvania Recreation & Park Society's reopening guidelines and the State's color phase designation for Lancaster County. She mentioned under the current red phase our walking path can be open and if we move to the yellow phase next week, the restrooms can be reopened. The playground equipment, pavilions and the gazebo will remain closed and signage will be placed at the park entrances. She also mentioned oversight will continue by the Street Superintendent, herself as Chair of Public Welfare and Public Works Advisory Committee, and the Borough Manager. President Smith did mention that this proposal was in consultation with the Park Commission and that they agreed and noted they will continue to be consulted. President Smith asked for a motion to approve this proposed process of moving forward. Mrs. Gerber made such a motion, seconded by Ms. Bellile. Mr. Lamborn in voicing his concern for wanting the park opened is for the use of the ballfield in a non-organized team fashion. A few of his daughter's friends would like to play on the ballfield and stated that he believes they can easily practice the social distancing guidelines. Mrs. Weidinger stated that she believes the walking trail should have been open all along. Closing the walking path was a big deal to a lot of people. She also asked if reopening the park can happen tomorrow before the signage is put up. Mrs. Brooke stated her apprehension to reopening the park without the proper signage. It was asked and answered by Mr. Boxleitner, Street Superintendent on how soon the signage can be in place; he thought within two or three days. Mr. Ostrowski voiced his concern that this whole process is unnecessarily complicated. His point is that Council did not vote to close the park, that was legitimately done under the emergency declaration, and that we are still under that declaration. He continued stating that by voting on these guidelines, we are unnecessarily complicating the process. However, if it does pass, he would hope that the folks involved in the advisory group are less apt to re-close the park then borough management was because he felt it was a very, very bad decision. With no further discussions the motion passed by a 6 to 1 voice vote, with Mr. Ostrowski abstained.

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Mrs. Hauck noted the changes made to the proposed resolution that will extend and revise the Borough's emergency disaster declaration. Mrs. Erb made a motion 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 June 23, 2020. Ms. Bellile seconded the motion. With no discussions the motion passed by a unanimous voice vote.

RESOLUTION BOOK
RESOLUTION NO. 2020-11

Mrs. Hauck asked for Mr. Ostrowski to elaborate on his letter encouraging Lancaster County to move to yellow phase. Mr. Ostrowski corrected that his letter to the Governor is not for moving to yellow but more to moving the State to a more functioning economy in a timeline faster than the County is. He mentioned the letter was constructed as an alternative to the other municipalities' sample resolutions that the Committee did not fully support. He went on to explain the depth of his letter and made a motion to ask for the Mayor to sign the letter on behalf of Council and have it mailed to our State representatives. Hearing no second to the motion, President Smith surveyed for Council's opinion to support. The letter was recognized as well written, but most of Council voiced that they did not wish to support the letter at this time. Mr. Ostrowski stated his belief that their decision does not support the views of the Borough residents and that the impact of this pandemic is going to be felt longer, farther, and deeper than is necessary due to the economic devastation. It was then decided that this issue would be put on the next Committee meeting agenda for further consideration.

Mrs. Hauck asked the Borough Manager, Chief Rochat to summarize the Comcast ordinance and agreement. He stated that Cohen Law Group negotiated and drafted the agreement with Comcast for the Borough's cable franchise agreement and that our Solicitor has reviewed and advertised the ordinance being considered. His summary noted that the agreement is a 10-year agreement with a franchise fee compensation of 5% of the gross revenue to be paid to the Borough quarterly. Mrs. Hauck made a motion to adopt the Ordinance authorizing execution of the cable franchise agreement with Comcast. Mrs. Brooke seconded the motion. With no further discussions the motion passed by a unanimous voice vote.

ORDINANCE BOOK
ORDINANCE NO. 2020-02

Mrs. Hauck made a motion to award the asphalt paving bid to the lowest bidder, Highway Materials Inc. in the amount of \$148,358. Mrs. Hauck seconded the motion. It was noted that the concerned for the repair to curbs were addressed. Mrs. Brooke thanked Chief Rochat and President Smith for sending the second letter to the Quaker Hills Community. It was well received, and the additional communication was appreciated. President Smith recognized that it was Mr. Ostrowski that originally raised the question of financial concern due to COVID-19. With no further discussions the motion passed by a unanimous voice vote.

Mrs. Hauck made a motion to approve the Public Welfare and Public Works Advisory Committee meeting minutes for May 21, 2020, seconded by Mrs. Erb. With no discussions the motion passed by a unanimous voice vote.

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FINANCE ADVISORY COMMITTEE REPORT

Mrs. Gerber mentioned that the committee had a busy week. They first met with Mr. Werley from Thomas J. Anderson & Associates, Inc. and Mr. Herb representing Morgan Stanley regarding the Borough's pension plans, the Police Pension Plan and the Non-Uniform Pension Plan. They also held the monthly Financial Advisory Committee meeting where the Borough's Auditor, Mrs. CruverKibi from Maher Duessel presented the 2019 year-end audited financial statements and supplemental information.

Mrs. Gerber made a motion, seconded by Mrs. Hauck to approve the April 2020 monthly financial statements as presented. With no discussions the motion passed by a unanimous voice vote.

Mrs. Gerber made a motion to approve the payment of the Borough's Minimum Municipal Obligation for 2020 in the amount, for both plans, of \$620,692. Mrs. Gerber mentioned making this payment into the Pension Plans early was the advice recommended by the Mr. Werley. Mrs. Erb seconded the motion. Chief Rochat noted that this is the amount that was budgeted in 2020. With no discussions the motion passed by a unanimous voice vote.

Mrs. Gerber made a motion to accept and approve the Financial Statements and Supplementary Information for year ended December 31, 2019 with Independent Auditor's Report. President Smith noted there were a few recommendations for policies and procedures that will be taken up at the next Finance Advisory Committee meeting. With no discussions the motion passed by a unanimous voice vote.

Mrs. Gerber made a motion to approve the Finance Advisory Committee meeting minutes for May 20, 2020 and the Police Pension Fund Committee meeting minutes for May 19, 2020. Mrs. Erb seconded the motion. With no discussions the motion passed by a unanimous voice vote.

MAYOR'S REPORT

Mayor Aichele asked Lt. Margevich to comment on the April Monthly Police Report. He kept it brief by noting the department has remained healthy and fully staffed. Some stats have dropped, naturally, from people staying at home. He did note that they have seen an increase in domestic disturbances, alcohol related activities, and emotionally disturbed persons.

Mayor Aichele asked Mamie Covell to stand for the taking of her constitutional oath of office. She did solemnly swear to support, obey, and defend the Constitution of the United States and the Constitution of the Commonwealth and to discharge her duties with fidelity.

Mayor Aichele congratulated Mr. Charles and thanked him for all the service he has provided during his time with us. He stated we will miss him and his insight that was brought to Council. He then read the Certificate of Recognition. Mr. Charles thanked Mayor and Council.

MILLERSVILLE UNIVERSITY REPORT

Ms. Covell first thanked Mayor Aichele for swearing her in. She then reported Millersville University continues to offer additional resources and programs throughout the summer sessions to students, faculty, staff, and alumni, as well as the community-at-large. Classes continue between May and August virtually online and the campus facilities remain closed until further notice. On May 9th nearly 1,200 undergraduate and graduate students became alumni. While the Spring 2020 Commencement was far from typical, in true Marauder fashion, they found many ways to celebrate this important milestone for their graduates. The student Acapella group dedicated a song to the graduates online, the Alumni sent in recorded messages of well-wishes and

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encouragement for the newest alums, and many students posted photos of their own celebrations online using the hashtag #villegrad20. She went on to mention a new Bachelor of Science degree in Information Technology has been approved at Millersville University and that two of the introductory courses for this major will be offered next fall. Also, the Department of Wellness and Sport Sciences announced a new program, a B.S. in Sport Administration. This program is a close collaboration between the Department of Wellness and Sport Sciences and the Department of Management and Marketing. The B.S. in Sport Administration includes four separate options: Sport Business, Sport Coaching, Management minor and a Marketing minor. She announced a request for supplies needed to make masks. With Pennsylvania Governor Tom Wolf's order to wear masks, Millersville University staff and students are hard at work sewing them for essential staff and visitors to the campus. While many masks have been made, supplies are running short. There is an immediate need for clean, dense weave 100% cotton fabric (i.e., quilting fabric), thread of any color, and 1/4 inch or 1/8 inch flat or corded elastic. The materials may be dropped off 8 a.m. - 4:30 p.m. at the Gordinier Dining Hall loading dock on campus. Lastly reported, that for the first time ever, Millersville University has received the gold classification for being Military Friendly from Victory Media. This is the eighth year in a row MU has been designated Military Friendly but the first time to rank in the top 10 to earn the gold classification. The Military Friendly School designation is used as a resource for veterans who want to make the best decision for their post-military career. Only the top 20 percent of colleges, universities and trade schools in the country are given this prestigious designation.

Mr. DiGuseppe stated that over the past few weeks two task forces have been working hard to develop plans for re-opening our campus. The Re-Opening Task Force is a subgroup of the Incident Response Team that is developing health and safety protocols when state and local officials move Lancaster County into the yellow phase. The Innovations Task Force was charged with developing new ideas and thinking boldly about teaching and learning models for the Fall semester and beyond. President Wubah will work closely with his Cabinet and the Incident Response Team to unveil the plans and guidelines from the two task forces in the weeks ahead. We also have an aggressive outreach effort planned for roll-out, including videos on return-to-work procedures, a new website with re-opening information and FAQs, as well as informative print and email communications. He went on to state that nearly every aspect of normal life has been affected by the coronavirus. The students felt the enormity of the impact, for example many lost their on-campus jobs, they had to move home or with friends, and some did not have the tools or resources needed for remote learning. The EPPIIC Student Compassion Fund was established and has recently awarded more than \$23,000 to help students with rent, groceries, laptops, and other immediate needs. Generous alumni, staff, faculty, fellow students, and community members have contributed almost \$40,000 to date. In addition, the Millersville Foundation voted recently to increase scholarship dollars for next year. With this increase, the foundation will award approximately \$60,000 more in scholarships, funds for academic programs and student/faculty research. Mr. DiGuseppe announced that Dr. Samuel Lombardo and his wife Dena have been supporters of Millersville University for many years. Their first major gift to MU was in 2015 when they gave \$1.2 million to make the Lombardo Welcome Center a reality. On May 6, 2020 they announced a \$3 million gift for the Lombardo College of Business. With other gifts throughout the years, it brings their total giving to Millersville University to \$5 million. The gift will be used where it is most needed in the Lombardo College of Business, for student scholarships, faculty development, equipment, and internships. Dr. Lombardo is a well-known insurance entrepreneur and the chairman and CEO of The Benecon Group, which specializes in developing innovative and effective employee benefit solutions.

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He went on to announce that tuition at Millersville University and its 13 sister Universities will not increase for the second year in a row, as colleges statewide look to ease the burden on students during the economic downturn brought on by the coronavirus pandemic. The Pennsylvania State System of Higher Education's board of trustees approved the tuition freeze recently. Other Pennsylvania Universities, such as Penn State and Temple, have also agreed not to increase tuition next year. For the past few years, the online Emergency Management Master's Degree at Millersville University has consistently been ranked one of the best nationally. The program recently received two additional awards; it has been identified as one of the most affordable by Best Colleges Online and it also ranked 14th in the nation by Securitydegreehub.com.

PENN MANOR REPORT

Mr. Charles reported that recently 40 Seniors were honored with athletic awards and 115 Seniors were honored at the annual Senior Award ceremony. Both events were hosted virtually and over \$100,000 in scholarship money was awarded between the two nights. A big thank you to the Penn Manor Education Foundation, the Alumni Association and various local businesses that made these events possible. He wanted to extend a thank you on behalf of the Senior class to all the local businesses and organizations that took part in celebrating the graduating seniors this year. He gave an update on the construction project, as it has been on-going throughout the pandemic, noting considerable progress on the STEM and auditorium buildings. He stated Penn Manor's commencement ceremony will be very different this year. Seniors had the opportunity to be filmed on a make-shift stage at Comet Field. Each student was filmed in their cap and gown and will be used for the virtual commencement ceremony. Different backdrop areas were setup for photo opportunities for each family which was pretty nice. The videoed commencement will be streamed on the same night as original scheduled for graduation, this Thursday night. The video can be viewed from the Penn Manor High School website. Mr. Charles noted that this is last Borough Council meeting, from being sworn in by Mayor Moriarty, to watching his resignation, to witnessing new Council members, and attending meetings virtually during a pandemic, there has never been a dull moment. He stated, "I have grown as a student, citizen, and person with the lessons I have learned, and they will not ever be forgotten." It has been a privilege and saddens him that he can not be here in person to shake hands. He thanked everyone for their leadership and for showing him what it means to serve our community.

President Smith thanked Mr. Charles for being a great representative and as others, stated they see great things in his future.

BOROUGH MANAGER REPORT

Chief Rochat mentioned Mr. Boxleitner, Street Superintendent celebrated his 25th year of service to the Borough.

PRESIDENT'S REPORT

President Smith mentioned she will be attending a PML audio update from the intergovernmental affairs office on on-going support for State and local governments. She asked for comments on what action everyone would like to see with the holding of meetings since we

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will be in the yellow phase. She is happy to continue doing the meetings through RingCentral. Mrs. Gerber stated she would prefer to dial-in. President Smith stated that if people want to show up in person, they can, and we will have safety protocols in place or if people wish to dial-in they can continue to do so as well.

NEW BUSINESS

None

EXECUTIVE SESSION

Council broke for an executive session at 9:11 p.m. to discuss the personnel contract negotiations. President Smith stated that there would be no action coming out of the executive session. She then asked all those not participating in the executive session to sign off.

ADJOURNMENT

There being no further business to discuss, Mr. Ostrowski made a motion to adjourn the meeting at 10:04 p.m., seconded by Ms. Bellile.

Respectfully submitted,


John D. Roachat
Borough Secretary

JDR/jle