

**November 24, 2020**  
**MILLERSVILLE BOROUGH COUNCIL MEETING MINUTES**

The MILLERSVILLE BOROUGH COUNCIL MEETING was held on Tuesday, November 24, 2020 in the Millersville Borough Public Meeting Room located at 100 Municipal Drive, Millersville, Pennsylvania.

The meeting was called to order at 7:02 p.m. by Council President Carrie Smith followed by the pledge to the flag and a moment of silence was then observed.

**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)  
Lieutenant Jeffrey Margevich, Millersville Borough Police Department  
Andrew Boxleitner, Millersville Borough Street Department Superintendent (via teleconference)  
Josele Cleary, Morgan, Hallgren, Crosswell & Kane, Borough's Solicitor  
Michael D. Walker, Millersville Borough Planning Commission Chair  
Gary G. Hess, Millersville Borough Planning Commission Secretary  
Michael J. Weidinger, Millersville Borough Planning Commission (via teleconference)  
Dr. Victor DeSantis, Millersville University (via teleconference)  
Mamie Covell, Millersville University Student Advisor (via teleconference)  
Claire DeVinney, Penn Manor High School Student Advisor  
Elaine Jones, LNP (via teleconference)  
W. David Sykes, 344 Valley Road, Millersville  
Sam Bigler, 17 Wabank Road, Millersville  
Jai Hauck, citizen  
Bryce G. Burkentine, Burkentine Builders  
Alex Piehl, Client Manager, RGS Associates  
Tony Dastra, 757 New Holland Ave/Lancaster City

**CITIZENS' REQUESTS OR CONCERNS**

None

**MINUTES**

A motion to approve the minutes for the September 22, 2020 Council meeting was made by Mrs. Gerber and seconded by Mr. Ostrowski. With no discussions the motion passed by a unanimous voice vote, with President Smith abstaining due to her absence.

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A motion to approve the minutes for the October 27, 2020 Council meeting was made by Mrs. Gerber and seconded by Mr. Ostrowski. With no discussions the motion passed by a unanimous voice vote.

**REPORTS OF BOARDS, COMMITTEES, AND COMMISSIONS**

Linda reported on the Blue Rock Regional Fire Commission meeting that was held via Zoom on Thursday, November 12, 2020. She noted that this meeting was moved back one week. And that a hybrid approach is being used for their meetings, with a combination of Zoom and in-person participation. There was a review of Financial Report for October 2020. Due to COVID they remain at 68% of their yearly expenditures. A copy of the Blue Rock Regional Fire District Master Plan was provided. It details the current situation and provides a three-to-five-year plan with ten-to-fifteen-year possibilities for volunteer fire protection. New masks are being purchased allowing the visibility of the mouth to help communicate with the hearing impaired.

**PERSONNEL ADVISORY COMMITTEE REPORT**

Mrs. Magni mentioned that the monthly Personnel Advisory Committee meeting was cancelled. However, there is a reappoint resolution for consideration.

Mrs. Magni made a motion to approve the Resolution to reappoint Scott A. Bailey as an alternate to the Zoning Hearing Board for another three-year term, ending 12/31/2023. Ms. Bellile seconded the motion. With no discussions the motion passed by a unanimous voice vote.

**RESOLUTION BOOK**  
**RESOLUTION NO. 2020-24**

**PUBLIC WELFARE AND PUBLIC WORKS ADVISORY COMMITTEE REPORT**

Ms. Hauck made a motion out of committee to approve signing the engagement letter with Siana Law for legal services in connection with police policy review. With no discussions the motion passed by a unanimous voice vote.

**FINANCE ADVISORY COMMITTEE REPORT**

Mrs. Gerber made a motion to approve the Ordinance to revise the Non-Uniform Employee Pension Plan. Mrs. Magni seconded the motion. With no discussions the motion passed by a unanimous voice vote.

**ORDINANCE BOOK**  
**ORDINANCE NO. 2020-03**

Mrs. Gerber made a motion to adopt the 2021 Annual Budget as presented. Ms. Hauck seconded the motion. With no discussions the motion passed by a unanimous roll call vote.

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The following are the individual fund budgets for 2021:

	Revenue	Expense
• General Operating Fund	\$ 3,969,674	\$ 4,215,274
• General Capital Reserve Fund	\$ 311,000	\$ 1,164,800
• Sewer Operating Fund	\$ 1,748,300	\$ 1,763,651
• Sewer Capital Reserve Fund	\$ 463,000	\$ 309,500
• Solid Waste Management Fund	\$ 473,810	\$ 516,439
• Highway Aid Fund	\$ 194,000	\$ 236,000
• Educational Service Agency Fund	\$ 33,020	\$ 33,000

Mrs. Gerber made a motion to approve the Resolution to levy taxes for 2021 at the same millage rate as 2020 (5.50 mills). Ms. Hauck seconded the motion. Mr. Ostrowski stated appreciation for all the work the committee and the staff did to put this budget together. He also mentioned that although there is no tax millage increase, the 2021 budget is being balanced by pulling out of fund balance reserve. With no discussions the motion passed by a unanimous roll call vote.

RESOLUTION BOOK  
RESOLUTION NO. 2020-25

Mrs. Gerber made a motion to approve the Resolution eliminating Police Officers' contributions to the Police Pension Plan for 2021. Mrs. Erb seconded the motion. With no discussions the motion passed by a unanimous voice vote.

RESOLUTION BOOK  
RESOLUTION NO. 2020-26

Mrs. Gerber made a motion to approve the Blue Rock Regional Fire District 2021 Budget as presented. Ms. Bellile seconded the motion. With no discussions the motion passed by a unanimous voice vote.

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

Mrs. Gerber noted that they received thank you letters from the Library and LEMSA for our annual contribution.

MAYOR'S REPORT

Mayor Aichele thanked Council for agreeing to hire Siana Law to revise the department's Use of Force policies.

Lt. Margevich gave the police report for the month of October. He stated there were 353 Calls for service, 3 ordinance complaints, 3 DCR's issued, 12 criminal arrests (all adult), 5 Part I Offenses with a 20% Clearance rate, 21 Part II Offenses with an 80.9% Clearance rate, 64 total traffic violations, 13 vehicle accidents, 203 parking tickets issued, and 4,320 miles patrolled.

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MILLERSVILLE UNIVERSITY REPORT

Ms. Covell reported the campus closure and move out took place in staggered shifts from November 18<sup>th</sup> through November 21<sup>st</sup>. After Thanksgiving recess, classes will resume remotely through the end of the semester on December 13<sup>th</sup>. As COVID-19 cases increase nationally, plans for Spring include providing primarily online/remote instruction. On-campus housing is open for the Spring semester using a one-student per bedroom model. They will continue to wear face masks, use good hand washing and disinfecting procedures, and adhere to social distancing requirements.

Dr. DeSantis mentioned the Pennsylvania State Athletic Conference Board of Directors voted to cancel the remainder of the Fall regular season and championship competition. They also voted to cancel the Winter sports. The good news is that they will continue to allow the Spring sports to continue as planned, starting practices after January 20<sup>th</sup>. They are adding Women's Swimming and Women's Cross Country to the Spring schedule. Dr. DeSantis went on to mention that the University now has seven temperature scanners for students, employees, and visitors to use across campus. As of this past Friday, they received from the PA Department of Health, approximately 2000 rapid COVID test kits that they will use for the returning students this Spring semester. Chief Rochat asked how many active cases they currently have. Dr. DeSantis replied that at the end of last week they had 17 (1 on campus in isolation and 16 in private residents) plus an additional 4 being added this afternoon.

PENN MANOR REPORT

Miss DeVinney reported that Penn Manor closed for the week of November 16<sup>th</sup> and will remain closed until December 4<sup>th</sup>.

BOROUGH MANAGER REPORT

None

PRESIDENT'S REPORT

President Smith thanked the Wastewater Treatment Plant Superintendent, Mr. McMullen for giving a comprehensive tour to some Council members. She was most appreciative of the wonderful tour and she highly recommends it to others. She reminded Council that the next Council meeting will be held on December 8<sup>th</sup>.

UNFINISHED BUSINESS

President Smith started the discussions by stating that there is no formal submission for the development at Rt 741 and Rt 999. There will be no votes taken tonight. The Borough has put together a "Frequently Asked Questions related to the potential Millersville Town Center Development at Rt 741 and Rt 999" that is being shared with the public. The guests are here to present and review their potential plan and to get further feedback from Council.

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Mr. Piehl from RGS Associates introduced Mr. Burkentine with several members of his team from Burkentine Builders, and Mr. Hagerman from Bennett Williams. The potential plan has been revised from the last presentation and it was noted that this version was presented to the Borough's Planning Commission in September. Mr. Burkentine provided a little background on his company and stated their willingness to work with the Borough and the community to make sure the plan is a correct fit. Mr. Piehl began his presentation on the conceptual redesigned plan, labelled as Millersville Town Center and located at the intersection of Rt 741 and Rt 999. There is approximately 50 acres on the East side and approximately 10 acres on the West side of Rt 741. He noted that the Borough Planning Commission's request was for them to work within the current zoning and the Traditional Neighborhood Overlay District. The re-design is a mix usage of single-family homes, townhouses, commercial development, and recreational space. A significant change from the original design is the entire 10 acres on the West side of Rt 741 which has been re-designed solely for recreation and parking. The commercial space was also re-designed. It is primarily designed at the intersection of Rt 741 and Rt 999 with the main entrance coming off Rt 999, heading southbound into the commercial development. To the South of the commercial space alongside Rt 741 are larger, elevator, apartment buildings. Moving to the East are 24-unit apartment buildings and along the North and East edge of the property is showing 33 single family homes. The remaining buildings are 70-unit apartments designed facing inter-streets and having alleys. He stated the wooded and wetland area, approximately 8 acres, would remain as green space. He noted the project would have considerable traffic studies and need improvements to the current vehicular corridors. He further recognized that the current zoning would have a need for adjustments/amendments to make this property a viable community development. When asked what percent of the units are intended to be rentals, they had no percentage to offer, however they stated that the majority of the units would be rentals. The single-family homes and the townhouses could be for sale – "individual fee-simple". Our Solicitor Ms. Cleary explained fee-simple means it is located on an individual lot. A fee-simple lot can be owned or rented and doesn't mean owner occupied plus if it is a condominium planned community, it may not be individual lots, but the individual units may be separately owned. What the Borough's ordinance currently requires is that all the dwellings in the TN Overlay be set up so that they can be separately owned. Either by being on individual lots or by being a part of a condominium planned unit. The developer's request is to explore the option to not be set up as individual ownership. Their main reason for wanting to have rental units is to maintain control over issues that tend to arise and to have a property management company service the grounds and/or a homeowners association established. Ms. Hauck asked to confirm the height of the apartment/townhouses. They are designed as three-story buildings but are requesting a building height revision to have pitched residential rooflines (a request to go from 40 feet to 45 feet). When asked Mr. Piehl provided the following details: the commercial development area is approximately 55,000 square feet of usage, the single-family attached townhouses have 82 units, the walkup 24-unit apartments would have 216 units and the elevator 70-unit apartments would have 210 units. An explanation for having so many units is when you are dealing with PennDOT on one street that you must do improvements on, the costs are extremely high. They have two PennDOT roadways and an under-served intersection that they know they will need to do improvements. So, in order to make it work, they will need density. Ms. Bellile stated her concern for the density, although she understands the theory, she would prefer a reduction in the 70-unit apartments and maybe more commercial. It was noted that currently the ordinance only allows 5% commercial, and the proposed plan is showing approximately 15% commercial. Ms. Hauck questioned why the interior street was not connected to Quaker Hills at Village Green Lane. The answer provided was that the initial survey of the property resulted in that area being wetlands and they would prefer not to disturb that area.

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Ms. Hauck believes it would be beneficial for Quaker Hills residents to have access to the commercial development without have to enter Rt 741 or Rt 999. The developer stated they could look more into making a connection and a walkway/trial into the community from Quaker Hills. Multiple council members agreed with continuing conversations, but each had stated the biggest concern is with the overall density. Ms. Brooke stated her concern is two-fold; how the high-density would affect the school district and potentially the Borough's public works and public safety staff. Ms. Cleary wanted Council to know that at some point what is going to have to happen is an amendment to the zoning ordinance. To get close to the rough concept of the plan, the 'Uses' must change because right now apartments are not allowed, restaurants are not allowed, drive-thru facilities are prohibited, and the townhouses have to be developed in such as individual lots and ownership are possible. Then you would need to get into the density changes that were discussed. There is also a number of design standards that would have to be changed. So, at some point you are going to have to make a decision on how that ordinance change is going to happen because you won't be able to have a full engineered plan that will tell you all the proposed impacts. It was agreed that future meetings would be held, and invites extended to the school district as well as Lancaster Housing Opportunity Partnership.

PERSONNEL ADVISORY COMMITTEE REPORT- (continued)

Mrs. Magni made a motion to approve the Resolution to reappoint James Sanchez to the Zoning Hearing Board for another five-year term, ending 12/31/2025. Mr. Ostrowski seconded the motion. With no discussions the motion passed by a unanimous voice vote.

RESOLUTION BOOK  
RESOLUTION NO. 2020-27

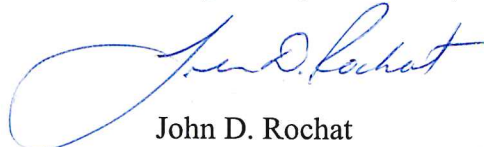
EXECUTIVE SESSION

None

ADJOURNMENT

President Smith wished everyone a Happy Thanksgiving and asked for a motion to adjourn at 8:57 p.m. Mr. Ostrowski made such a motion, seconded by Mrs. Erb.

Respectfully submitted,



John D. Rochat  
Borough Secretary

JDR/jle