

**MARY ANN GERBER**  
*Council President*

**REBECCA A.  
DESANTIS-RANDALL**  
*Borough Manager*



100 Municipal Drive  
Millersville, PA 17551  
www.millersvilleborough.org

**DAVID T. AICHELE**  
*Mayor*

## COMMITTEE MINUTES

**COMMITTEE:** Personnel Advisory Committee

**PLACE:** Millersville Borough Public Meeting Room

**DATE:** 2/14/2024 **TIME:** 6:00 PM **CHAIRPERSON:** Darlene Eager

**MEMBERS PRESENT:** Linda Bellile, Michael Kaufhold, Marianne Kerlavage

**OTHERS PRESENT:** Ken Eckert, Phyllis Giberson, Andy Boxleitner, David Sykes, Tony Hightower, Mary Lyons, Joseph T. Lane, Rebecca DeSantis-Randall

**CALL TO ORDER: 6:00 PM**

### COUNCIL ACTION ITEMS:

1. Reappointment of Vickie Usciak to Zoning Hearing Board – new expiration is 12/31/28.
  - **Motioned by Linda Bellile, Seconded by Marianne Kerlavage – 4 Yays – PASSED out of Committee.**
2. Reappointment of Cindy Bigler to Education Service Agency – new expiration is 1/1/27.
  - **Motioned by Linda Bellile, Seconded by Marianne Kerlavage – 4 Yays – PASSED out of Committee.**
3. Reappointment of Daniel Zeigler to Vacancy Board – new expiration is 1/3/25.
  - **Motioned by Marianne Kerlavage, Seconded by Linda Bellile – 4 Yays – PASSED out of Committee.**
4. Reappointment of Linda Bellile to Blue Rock Fire – new expiration is 12/31/25.
  - **Motioned by Marianne Kerlavage, Seconded by Darlene Eager – 4 Yays – PASSED out of Committee.**
5. Reappointment of David Sykes to Zoning Hearing Board - new expiration is 12/31/28.
  - **Motioned by Linda Bellile, Seconded by Michael Kaufhold – 4 Yays – PASSED out of committee.**
6. Ken Eckert Application for Civil Service Commission vacancy.
  - **Motioned by Michael Kaufhold, Seconded by Linda Bellile – 4 Yays – PASSED out of Committee.**
7. Michael Kaufhold Application for Historic Commission vacancy.
  - **Motioned by Linda Bellile, Seconded by Marianne Kerlavage – 4 Yays – PASSED out of Committee.**

## **UNFINISHED BUSINESS**

### **NEW BUSINESS:**

1. No applications for the two parks commission openings or zoning hearing board alternate opening.
  - **Darlene Eager made a motion to readvertise the two openings in the Parks Commission and the Zoning hearing board alternate opening, Seconded by Linda Bellile.**
  - **4 Yays – PASSED – Does not need to go through Council.**
  
2. Snow Removal Support – Part Time Hiring of A. Boxleitner.
  - **This was a discussion only. No votes needed.**
  - **Andy Boxleitner will remain on the payroll and be called in for snow removal only when needed.**
  
3. Advertising for Civil Service alternate and Zoning Hearing Board Alternate.
  - **Darlene Eager made a motion to advertise the opening for Civil Service alternate opening, Seconded by Linda Bellile.**
  - **4 Yays – PASSED – Does not need to go through Council.**

Andy Boxleitner brought it to our attention that he had supplied most, if not all, of the equipment in the Employee Gym. He requested that until he is taken off payroll, he would be able to use the equipment. Once he has officially retired and removed from payroll, he will be taking the equipment with him. This will be an item in the future that we will need to talk about.

- **Marianne Kerlavage made a motion to allow the above, Darlene Eager Seconded.**
- **4 Yays – PASSED – Does not need to go through Council.**

## **OLD BUSINESS**

### **ADJOURNMENT**

**Marianne Kerlavage made a motion to adjourn, Darlene Eager Seconded**

**The meeting was adjourned at 6:10 PM**