

**MILLHEIM BOROUGH COUNCIL
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(CENTRE COUNTY)**

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**REGULAR MEETING
April 10, 2012**

President Alan Ilgen called the regular meeting of the Millheim Borough Council to order at 7:00 p.m. with the following persons in attendance: Kay Brown, Marlene Corl, Alan Ilgen, Lauralee Snyder, Leslie Warriner, John R. Miller, III, Sharon Heckman, Glenn Ripka, Roy Rupert, Tom Strebel, June DeSousa, Ben & Mark Engle, Dan Guss, Carl Rote, Todd Smith and Nancy Stoner.

Everyone present joined in the Pledge of Allegiance to the Flag.

CITIZENS INPUT:

June DeSousa explained that Susie Parrett's family and some residents want a marble stone insert at each end of the brick walkway at Fountain Park in memory of Susie Parrett. President Ilgen explained that Council has approved plaques for the flower baskets. Mrs. DeSousa and Nancy Stoner explained that they want the memorial at Fountain Park. Leslie Warriner explained that she was told the intent of the park was dedicated to users past and present, not to have a single person called out and that Susie Parrett agreed with this. Mrs. Stoner explained they were picturing white marble stone with Susie's name, date and a butterfly and that two bricks would need to be removed to put these stones in. Mayor Snyder would like to think about this. Kay Brown thinks Council needs to discuss this and look over restrictions. President Ilgen explained that the Lions Club is replacing two trees in Susie's memory and that everyone has put things in the Park dedicated to someone but with no plaques. He requested that Mrs. DeSousa and Mrs. Stoner put their ideas in writing so Council can make a decision. This will be added to the May agenda.

Mark Engle explained that his son Ben is attending the meeting because he is working on a Boy Scout merit badge. He explained that the Business Community is planning to hold a Trout Festival the first weekend in June. This year's event will be in Bob Brownlee's memory and they would be requesting permission to close the alley behind the First National Bank. President Ilgen requested that Mr. Engle put the details in writing, coordinate the plans with Glenn Ripka and bring this information to the May meeting.

CODE ENFORCEMENT REPORT:

A written report submitted by Glenn Ripka was reviewed. Mr. Ripka distributed pictures of the proposed sign for the Elk Creek Café to be placed on the property owned by Alan Ilgen. The sign requested complies with the ordinance. A motion was made by Kay Brown and seconded by Leslie Warriner to approve the sign application as presented. The motion carried with all members voting yes except Alan Ilgen who abstained from voting.

HARB REPORT: None

EMPLOYEE REPORTS:

A written report submitted by Roy Rupert was reviewed. Mr. Rupert requested approval of the items previously tabled. President Ilgen prefers not to purchase the equipment from DeWalt at this time. The list of tools available from LB Water would be useful during the water line replacement project and after the project is completed to repair leaks. A motion was made by Leslie Warriner and seconded by Kay Brown to purchase the equipment and tools from LB Water at a cost of \$362.60. Motion carried.

A motion was made by Leslie Warriner and seconded by Kay Brown to have Casey Gunsallus attend the Collection System Inflow and Infiltration Workshop in Lock Haven on June 7, 2012 at a cost of \$70. Motion carried.

The benefits of Borough employees taking the accumulated scrap metal versus getting a quote from Ron Rishel were discussed. A motion was made by Marlene Corl and seconded by Kay Brown to sell the accumulated scrap metal starting with Ron Rishel. Motion carried.

Mr. Rupert raised concerns about timbering the watershed lands. He explained that DEP doesn't want this timbering. Mr. Rupert explained that he met with the forester and he was vague as to what the Borough would get. Linn Auman offered to take President Ilgen and Ms. Warriner up to look at the area. Mayor Snyder wants to be included in this walk. After some discussion, it was decided to coordinate this walk with a DEP representative and the forester.

President Ilgen explained that part of the job description for Casey Gunsallus included reading water meters and there is no use having a part-time person do this. A motion was made by Kay Brown and seconded by Marlene Corl to terminate the temporary employment agreement with Mimi Owen to read water meters effective April 30, 2012. Motion carried.

The Stover Alley water line is going to be repaired and put back on line but no one is sure if this will improve water pressure on Hillcrest.

Mr. Engle stated that the Boy Scouts would like to be kept aware of the status of the water company land and would like to help in any way they can.

PLANNING COMMISSION REPORT: None

OLD ACTION:

1. An update was given on the Ball Field Improvement Project. President Ilgen reported on the meeting yesterday with Todd Smith to discuss the budget on this project. Several changes were discussed:
 - Dugout location was moved allowing bleachers to be moved so the fence height could be reduced.
 - The stone dust trail was reduced because ADA only requires one ADA accessible dugout.
 - Foul poles have been removed – the fence post could be extended and painted if the Little League wants them.
 - The dugouts have been removed from the plan so there is no confusion for the contractor since the Little League is building the new dugouts.
 - Openings only are now planned for the fenced areas all gates have been removed. Gates can be added at a later date if desired.
 - The existing infield material will be reused.
 - Bases could be purchased by the Borough from Co-Stars.

Todd Smith explained that he researched prices on materials and believes the figures he used as a cost estimate are accurate. He feels the costs should be \$95,370 and with a 10% contingency the total cost of the project should be \$104,907. Another item discussed to help reduce costs was to have the contractor take the fill up to the site for the other parking lot. Council discussed the possible need for a line of credit to be able to promptly pay contractors. This may be necessary if a smaller company would get the work. After discussion, a motion was made by Leslie Warriner and seconded by Marlene Corl to reject all bids because they were all over budget. Motion carried.

Leslie Warriner would like to have line items and recommended unit prices included in the bid documents and to call smaller companies and invite them to bid. Mr. Smith thinks the pared down scope will be more attractive. The consensus of the group was to remove Section C – Baseball Equipment from the bid documents and the Borough will purchase separately and install the Home Plate with Anchor; 3 Bases with Anchors; 4-way Pitcher Rubber; and Base Mount Plugs. Everything else listed will be left in. President Ilgen stated that the Borough understands that the ELA Group is taking care of the additional expenses and Mr. Smith confirmed this. A motion was made by Leslie Warriner and seconded by Marlene Corl to rebid the renovations as discussed. Motion carried.

A motion was made by Leslie Warriner and seconded by Kay Brown to approve the two invoices submitted by the ELA Group for payment as follows: \$2,307.99 for the Playground and \$2,238.45 for the Ball Field Project. Motion carried.

2. Dan Guss of Uni-Tec reviewed the Engineer's Report he distributed to Council. A motion was made by Leslie Warriner and seconded by Marlene Corl to authorize Uni-Tec to issue the Notice to Proceed when ready after the PennVest Funding is closed. Motion carried.

The Solicitor has reviewed the Agreement Amendment No. 1 for Professional Engineering Main Street Water Main Replacement Elk Creek Stream Crossing and it is okay. A motion was made by Leslie Warriner and seconded by Kay Brown to authorize Uni-Tec to provide services for the Stream Crossing in the amount of \$11,500. Motion carried.

A motion was made by Marlene Corl and seconded by Leslie Warriner to approve the invoice submitted by Uni-Tec in the amount of \$5,000. Motion carried.

A motion was made by Leslie Warriner and seconded by Kay Brown to adopt Resolution 2012-3 authorizing President Ilgen to sign for the PennDot Highway Obligation Bond. Motion carried.

The PennVest loan is going to require an increase to the water rates to provide adequate funds to pay the monthly loan amounts. President Ilgen explained the document prepared by the Secretary that tried different methods of funding this necessary increase. President Ilgen will get the newsletter out the beginning of May to let residents know of the increase in water rates. A motion was made by Leslie Warriner and seconded by Marlene Corl to adopt Resolution 2012-4 to increase

water rate flat fees by \$2 or \$22/month and the water usage charge by \$2 or \$7/1,000 gallons used effective July 1, 2012. Motion carried.

A motion was made by Leslie Warriner and seconded by Marlene Corl to approve the Rhoads & Sinon Legal Services Agreement in the amount of \$19,500. Motion carried.

A motion was made by Marlene Corl and seconded by Kay Brown to approve the John Miller, III Legal Services Agreement in the amount of \$5000. Motion carried.

3. The need to increase parking fines was discussed. The Solicitor explained that the fines are not cumulative in how many times you are fined but the number of hours in violation. Mayor Snyder recommended putting information in the newsletter if there is to be an increase in fines. This item was tabled.
4. The Secretary reported that Mr. McCool of Vinyl Concepts has been having problems with the company delaying the powder coating of the Susie Parrett memorial plaques but they should be completed before too much longer.

NEW ACTION:

1. A motion was made by Marlene Corl and seconded by Leslie Warriner to approve the Fire Company's annual request to close the same streets/alleys for the Millheim Fire Company Parade. Motion carried.
2. A motion was made by Leslie Warriner and seconded by Marlene Corl to authorize the Secretary to send a letter to the Centre Hall Borough, Gregg Township, and Miles Township on behalf of the Fire Police requesting assistance from these companies to help with traffic control because of the annual Fireman's Parade to be held in June.

COMMITTEE/MAYOR REPORTS:

Leslie Warriner reported on the following:

- The Master Gardening Club wanted to do something with Millheim. Since the Borough doesn't have much land available for planting, Ms. Warriner will forward them to the Park & Rec in Penns Valley.
- The water meters in the Borough are almost obsolete but it would cost approximately \$47,000 to replace all the meters. This item was tabled for future discussion.

President Ilgen reported that he contacted another individual, John Myers, about the vacant Council position. Mr. Myers is not interested. He has also contacted Ed Bowman about the position.

A motion was made by Marlene Corl and seconded by Leslie Warriner to approve the minutes of the March 13 and March 23, 2012 meetings as presented. Motion carried.

A motion was made by Leslie Warriner and seconded by Kay Brown to send Casey Gunsallus to the Flagger Training program to be held in Mifflinburg on May 11, 2012 from 8:30 a.m. – 12:00 Noon at a cost of \$75. Motion carried.

President Ilgen explained that he looks at the % of Budget on the Budget to Actual Report. If this is significantly over then he asks why. A motion was made by Kay Brown and seconded by Marlene Corl to approve the March budget report as presented. Motion carried.

SECRETARY'S REPORT:

A written report submitted by the Secretary was reviewed. The issue of the Town Clock needing to be repaired was discussed. The Secretary was instructed to check with the insurance company to get the repair done, to request a formal estimate from Richard Winebold, and get three quotes to have the broken piece rebuilt.

The Secretary was instructed to check the surveillance camera to see who is removing the bricks at Fountain Park. Ms. Warriner doesn't want to continue with the brick edging around the plants if they are going to be removed.

A motion was made by Marlene Corl and seconded by Kay Brown to adjourn the meeting at 9:50 p.m. Motion carried.

Sharon A. Heckman
Sharon A. Heckman, Secretary-Treasurer