

**MILLHEIM BOROUGH COUNCIL
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(CENTRE COUNTY)**

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**REGULAR MEETING
December 13, 2016**

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: Ed Bowman, Alan Ilgen, David Sprowls, Leslie Warriner, Sharon Heckman, John R. Miller, III, Kathy Highbaugh and Carl Rote.

ABSENT: Patty Beckenbaugh and Lauralee Snyder

CITIZEN'S INPUT:

Kathy Highbaugh, Tax Collector, explained that beginning in 2017 she would like to use the RBA eCollection System. This process would provide a net saving of \$65 annually for the Borough. To use this system a bar code scanner would need to be purchased at a cost of \$175. After discussion, a motion was made by Ed Bowman and seconded by David Sprowls for the Borough to purchase the scanner at a cost of \$175 with the understanding that when Ms. Highbaugh decides to give up the tax collector position the scanner would be given to her replacement. Motion carried.

HARB/CODE ENFORCEMENT:

No HARB meeting was held.

The Code Enforcement's written report was reviewed.

PLANNING COMMISSION REPORT: None

EMPLOYEE REPORTS:

The written reports submitted by Justin Kerstetter and Roy Rupert were reviewed.

A motion was made by Leslie Warriner and seconded by David Sprowls to approve Uni-Tec Engineering services to prepare the 2016 Chapter 94 report at a cost of \$400 with the understanding that this report will be prepared as soon as the December DMR is available. Motion carried.

The Secretary reported that Mr. Rupert received a quote to replace the dusk-to-dawn lights at the water plant but she is waiting for a quote from Stanley C. Bierly's and West Penn Power. Further discussion was postponed until the January meeting.

OLD ACTION:

Mr. Sprowls reported on the telephone conference with Donald Franson, Centre County Engineer, Ryan Collins, of PennDot, and Mike Bloom, Centre County Planning Office regarding an engineering study to determine the feasibility of changing alleys in the downtown area to one-way streets. During that conversation, Mr. Collins explained that PennDot doesn't need the study but the Borough should have it for liability issues. The Solicitor explained that the vehicle code requires an engineering study to change streets to one-way and action must be done by ordinance only after the study is completed. After discussion, a motion was made by David Sprowls and seconded by Ed Bowman to accept the proposal submitted by Donald Franson of Franson Engineering and Surveying to provide a One-Way Streets Engineering and Traffic Study in the amount of \$1,125 when weather allows. Motion carried.

A complaint about the downtown parking received from a Haines Township resident was discussed. Mr. Sprowls explained that he saw one car in three weeks parked with flashers on. The situation is much improved and if necessary "No parking" signs could be added in the spring.

Mr. Sprowls hasn't heard anything further from Mr. Gyekis on the town clock. Mr. Gyekis had a cherry picker at the property to put up the tower for the radio station but nothing was done to the steeple.

After discussion, Council decided that even though a Federal Judge has blocked the overtime regulations that were to take effect December 1, 2016 they will continue with their earlier decision that Mr. Rupert is a salaried employee and will not receive overtime wages or compensatory time.

NEW ACTION:

A motion was made by Ed Bowman and seconded by Leslie Warriner to adopt the 2017 budgets with no millage rate tax increase and a \$2.50 per EDU increase to the Sewer Budget. Motion carried.

A motion was made by Leslie Warriner and seconded by David Sprowls to adopt Ordinance #260 establishing the Tax Rate for 2017 at 4 mills (3.5 mills for General Fund and .5 mill for Fire Tax). This rate remains the same as the 2016 Tax Rate. Motion carried.

A motion was made by Ed Bowman and seconded by David Sprowls to approve the 2017 meeting dates as follows: HARB will continue to meet the first Tuesday of each month except in July when the date will be July 5 because of the July 4th holiday; Borough Council will continue to meet the second Tuesday of each month and Planning Commission will continue to meet the fourth Tuesday of each month. Motion carried. President Ilgen explained that since Council isn't required to reorganize in January 2017 the meeting will be held on January 10, 2017.

President Ilgen explained that the Secretary should buy bulk products for all employees such as paper products, etc. when possible because this saves money. This can be discussed further at the employee meeting which is scheduled for Friday, January 27, 2017 at 8:30 a.m.

Mr. Sprowls explained that Mr. Auman suggested filling in the eroding bridge abutment at the Race with rocks to channel the water away from the bank. Mr. Sprowls will work with Mr. Kerstetter on this.

COMMITTEE REPORTS:

Mr. Bowman distributed copies of employee descriptions that he, Ms. Warriner and Ms. Snyder have been working on.

A motion was made by David Sprowls and seconded by Ed Bowman to approve the November 8, 2016 council meeting minutes as presented. Motion carried.

A motion was made by Ed Bowman and seconded by Leslie Warriner to approve the November 2016 financial reports as presented. Motion carried.

The Secretary's written report was reviewed. President Ilgen will represent Borough Council at the Annual Winter Court of Honor Banquet for Boy Scout Troop 88 on December 18, 2016.

A motion was made by Leslie Warriner and seconded by Ed Bowman to adjourn the meeting at 8:07 p.m. Motion carried.

Sharon A. Heckman

Sharon A. Heckman, Secretary-Treasurer