

MILLHEIM BOROUGH COUNCIL
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(CENTRE COUNTY)

273

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REORGANIZATION MEETING

January 4, 2016

Mayor Lauralee Snyder administered the Oath of Office to newly elected council members, J. Alan Ilgen, David Sprowls and Leslie Warriner.

Mayor Snyder then called the reorganizational meeting of the Millheim Borough Council to order at 7:03 p.m. with the following persons in attendance: Ed Bowman, Alan Ilgen, Lauralee Snyder, David Sprowls, Leslie Warriner, Sharon Heckman, Patty Beckenbaugh and Michele Aukerman.

Absent: John R. Miller, III

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

REORGANIZE:

Ed Bowman nominated Alan Ilgen for Council President and Leslie Warriner seconded the nomination. Motion carried and Alan Ilgen was unanimously elected as Council President.

President Alan Ilgen took charge of the meeting and requested nominations for Vice-President. Ed Bowman nominated Leslie Warriner and Dave Sprowls seconded the motion. Motion carried and Leslie Warriner was unanimously elected Council Vice-President.

President Ilgen reported that he and Ed Bowman interviewed two candidates, Patty Beckenbaugh and Josh McCracken, for the vacant Borough Council position created by Kay Brown's resignation. As a result of these interviews, a motion was made by Alan Ilgen and seconded by Ed Bowman to appoint Patty Beckenbaugh to fill the unexpired two-year term to Council. Motion carried.

Mayor Snyder administered the Oath of Office to newly appointed council member, Patty Beckenbaugh.

A motion was made by Leslie Warriner and seconded by Dave Sprowls to approve the following to Other Borough reappointments:

- Solicitor – John R. Miller, III
- Auditor – Rickey Bair
- Sewage Enforcement Officer – Pamela Winter
- First Alternate Sewage Enforcement Officer – Charles Herr, Jr.
- Local Emergency Management Administrator – Thomas Heckman
- Borough Engineer – Will continue to be bid on an as-needed basis
- President Pro-Tem – Mayor Snyder (This position runs the meeting if both President and Vice-President are absent.)
- HARB – Ed Bowman
- Open Records Officer – Sharon Heckman
- The Vacancy Board position is currently vacant but needs to be filled.

Motion carried.

President Ilgen appointed the following Council Committee Chair Persons:

- Building/Insurance – J. Alan Ilgen
- Personnel Committee – Patty Beckenbaugh
- Sewer Committee – Ed Bowman
- Streets & Alleys Committee – Dave Sprowls
- Water Committee – Leslie Warriner

A motion was made by Ed Bowman and seconded by Dave Sprowls to approve the following appointments to Outside Organizations:

- Penns Valley Code Enforcement Agency – David Sprowls
- Penns Valley Regional Planning Commission – Lauralee Snyder – Elected representative and Sharon Heckman – non-elected representative with both terms expiring in 2017.
- Centre County Metropolitan Planning Organization (CCMPO) -
 - Penns Valley Regional Representatives – Coordinating Committee – Dick Decker
 - Technical Committee – Joel Myers
 - Alternate – Ray Hankinson

274 Penns Valley Emergency Medical Services Board (Ambulance Assoc.) – Dana Boob and Gary Stine
Fire Tax Committee – J. Alan Ilgen
Centre County Tax Collection Committee – Kathy Highbaugh, Leslie Warriner and J. Alan Ilgen
Downtown Beautification Committee – Patty Beckenbaugh

Motion carried.

A motion was made by Leslie Warriner and seconded by Ed Bowman to approve the Fee Schedule for 2016 submitted by Pamela Winter for Sewage Enforcement Officer Services. Motion carried.

CITIZEN'S INPUT: None

CODE ENFORCEMENT/HARB: No HARB meeting was held.

The Secretary was instructed to let Mr. Lesniak know that Council prefers a summary report for information pertinent to Millheim Borough.

The Secretary explained that Mr. Lesniak has been trying unsuccessfully to get the property maintenance issue resolved at 168 North Street for over one year. He is requesting that Council approve hiring a contractor to do the work and forward the bill to the property maintenance company. A motion was made by Ed Bowman and seconded by Leslie Warriner to allow Mr. Lesniak to hire a contractor to resolve the property maintenance issue at 168 North Street and bill SafeGuard for this work. Motion carried.

Michele Aukerman of Uni-Tec Engineering updated Council on the status of the Corrective Action Plan. She explained that at this point in the testing the high BOD levels seem to be wide spread around the Borough. The customer interviews are almost completed and nothing major has been found. Ms. Aukerman will prepare the report to DEP for submission prior to Council's February meeting. Grease and oil interceptors were discussed. Ms. Aukerman explained that DEP wants to see that the Borough has reviewed our ordinance. She also explained that during the interview process she found that some business operations have changed so perhaps when the Chapter 94 report is prepared it may show a decrease in loading. At Council's request, Ms. Aukerman will check with DEP to see if sampling can be done once a week without a permit change.

President Ilgen reported on the meeting with Matt Milliron on CDBG funding. Currently Millheim Borough is eligible for these funds Borough wide but the low to moderate income levels are reviewed every few years. Ms. Aukerman explained that for the competitive CDBG funds the County is the applicant so the County funds become the matching funds. The Secretary explained that it would be best for the Borough to pay the engineering costs rather than using grant funds so if approval for the grant application is approved the engineering is already completed. The other benefit is that the Borough would be able to choose the engineer they wanted to handle the project. At Council's request, Ms. Aukerman will put together construction costs for the STAG Grant interconnect project.

EMPLOYEE REPORTS:

A motion was made by Leslie Warriner and seconded by Ed Bowman to approve payment of the invoice from InsiteIG in the amount of \$1,107 for a replacement compressor for jet wash cleaning for the Sewer Plant. Motion carried.

PLANNING COMMISSION: None

OLD ACTION:

The Secretary was instructed to contact Gary Gyekis about his plans for the town clock removal and to invite him to the February meeting.

NEW ACTION:

President Ilgen discussed the benefits of a three-year budget plan.

An employee meeting was set for Friday, January 22, 2016 at 8:30 a.m.

The Secretary was given permission to move forward with ordering a new Steiner from Dotterer Equipment. This is a Co-Stars purchase so bidding is not required.

COMMITTEE REPORTS: None

A motion was made by Ed Bowman and seconded by Dave Sprowls to approve the December 8, 2015 minutes as presented. Motion carried.

A written Investment Recommendation submitted by the Borough Secretary was discussed. The recommendation is to add money to existing variable rate certificates of deposit. A motion was made by Ed Bowman and seconded by Dave Sprowls to make the following monetary transfers:

\$20,000 from the General Fund checking account into the Truck Replacement Certificate of Deposit


- \$30,000 from the General Fund checking account into the General Fund Certificate of Deposit that can be used for any necessary expenditures. ²⁷⁵
- \$10,000 from the Sewer Fund checking account into the Sewer Fund Certificate of Deposit that can be used for any necessary expenditures.
- \$10,000 from the Sewer Fund checking account into the Sewer Fund Membrane Replacement Certificate of Deposit.
- \$47,000 from the Water Fund checking account into the Water Fund Certificate of Deposit that can be used for any necessary expenditures.
- \$ 3,000 from the Water Fund checking account into the Water Fund Filter Bed Replacement Certificate of Deposit.
- \$13,238 from the Water Fund checking account into the Water Fund Construction Account to cover the 2016 automatically deducted PennVest loan payments of \$1,103.10 per month.

Motion carried.

The Secretary reported that Thomas and Linda Gilmore have donated four acres of land adjacent to the swimming pool property to Millheim Borough with the understanding that a plaque be placed stating that this land is donated in memory of Mr. Gilmore's parents Harold and Phyllis Gilmore.

The Secretary reported that the County Liquid Fuel application has been approved in the amount of \$16,720 to replace the controller/wiring for the traffic signal and to replace the LED modules for this signal.

A motion was made by Ed Bowman and seconded by Dave Sprowls to adjourn the meeting at 9:45 p.m. Motion carried.



Sharon A. Heckman, Secretary-Treasurer