

**MILLHEIM BOROUGH COUNCIL**

**225 EAST MAIN STREET**

**P.O. BOX 421**

**MILLHEIM, PA 16854**

**(CENTRE COUNTY)**

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**REGULAR MEETING**

**January 8, 2013**

President Alan Ilgen called the regular meeting of the Millheim Borough Council to order at 7:04 p.m. with the following persons in attendance: Ed Bowman, Kay Brown, Marlene Corl, Alan Ilgen, Lauralee Snyder, Leslie Warriner, John R. Miller, III, Sharon Heckman, Casey Gunsallus, Glenn Ripka, Roy Rupert, and Dan Guss.

**CITIZEN'S INPUT:**

Dan Guss reviewed his Engineer's report with Council. He recommended and Council agreed to hold submission of PennVest Payment Request #9 until March or April. The amount of this Pay Request to date is \$4,162.51. He also recommended Council approve Change Order #6 for \$21,776, to be submitted to PennVest and executed with D.C. Ventre after PennVest gives approval and that they also approve the expenditure of \$117,863.75 with LB Water for materials for the change order on the COSTARS bid after PennVest approvals. A motion was made by Leslie Warriner and seconded by Marlene Corl to approve Change Order #6 in the amount of \$139,639.75. Motion carried.

A motion was made by Ed Bowman and seconded by Leslie Warriner to approve payment of the invoice submitted by Uni-Tec in the amount of \$4,003.31 for work through the end of December 2012. Motion carried.

**CODE ENFORCEMENT REPORT:**

The written report submitted by Glenn Ripka was reviewed. He explained that they sent out twenty-five applications for the Code Enforcement Officer position and they have received twelve. The Agency Board will meet on January 10 to decide who will be interviewed.

Mr. Ripka explained about the leak from the Race at the Jim Frees property on West Alley. The Borough corrected a similar problem a few years ago but this leak has now resurfaced in a different area on the property. Mr. Frees will supply the perforated pipe if the Borough provides the stone and manpower to correct this problem with another French drain. Mr. Ripka explained that if the area is dry enough the work should be done in May or June. Mr. Gunsallus told Council he has it noted.

**HARB REPORT:** None

**EMPLOYEE REPORTS:**

Casey Gunsallus reported on the snow removal and work done on the park benches. President Ilgen explained that there was a problem with the snow removal downtown because there were piles in front of the businesses for a couple of days. A complaint was received about safety issues during the snow removal downtown. Mr. Gunsallus explained that the light broke on one of the trucks, the light glowed but it didn't spin but the skid steer had working lights. He explained that the safety vests were worn during clean up of the second storm. Mr. Gunsallus was told that it is his responsibility to see that he and anyone helping with snow removal are wearing safety gear.

Roy Rupert explained about a water leak on Hillcrest and Center Street. He also explained that the flow meter purchased from Instrumart is identical to the one currently being used at the water plant. The consensus of Council was not to renew the annual maintenance agreement with Advanced Controls. Mr. Rupert explained that two pumps at the sewer plant were pulled on December 26. One was plugged with men's underwear and the other one was running slower. Breon's want it brought to their shop so they can look it over.

**PLANNING COMMISSION REPORT:** None

**OLD ACTION:**

Continue to table discussion on Updates to the Web Page.

President Ilgen explained that there is a problem with people parking in front of the fire hydrants on Main Street. Enforcement needs to be done this spring after the curbs are painted correctly. The suggestion was made to communicate with the business owners that vehicles would be getting tickets or towed. The situation created because of the "Additional Parking" signs directing people to park in private parking lots was discussed. The Secretary was instructed to tell Mr. Leitzel to remove these signs.

President Ilgen reported that he will set up a meeting in January with the land owners to discuss the timbering.

The Secretary reported that to date she has not heard from DCNR about the ball field project.

A motion was made by Kay Brown and seconded by Ed Bowman to appoint Glenn Ripka to fill the vacancy created by Lee Thompson's resignation on the HARB. Motion carried.

President Ilgen will get copies of the newsletter out next week. Glenn Ripka suggested adding information about snow removal.

President Ilgen reported that he spoke with Stacy Richards of SEDA-Cog. Ms. Richards is meeting with West Penn Power this week. They want four communities to participate in this energy assessment project: Gregg Twp., Lamar Twp., Millheim Borough and a municipality in the Pittsburgh area. Ms. Richards can't say there will be no expense to do this analysis but that it may be up to \$1,000. Ms. Richards will get back to the Borough after her meeting with West Penn Power.

A meeting needs to be scheduled with the library.

**NEW ACTION:**

A motion was made by Ed Bowman and seconded by Marlene Corl to reappoint Pam Winter and Chuck Herr as the Sewage Enforcement Officers for Millheim Borough for 2013 and to accept their fee schedule as presented. Motion carried.

An Emergency Management Coordinator needs to be appointed to replace Shawn Myers.

A letter received from the Tax Collector, Tammy Myers was discussed. The Earned Income Tax is now being handled by the Centre Tax Agency. A motion was made by Leslie Warriner and seconded by Ed Bowman to accept the resignation of Tammy Myers as Earned Income Tax Collector effective December 31, 2012. Motion carried.

The consensus of Council was to keep the commission rate of pay for the Tax Collector at 5%, which is the maximum allowed.

The Secretary asked the Solicitor if the Borough needs to do anything about the Central Tax Bureau destroying records. There is some delinquent tax money due to the Borough from this agency. The Solicitor will look into this.

Gregg Township has requested an intermunicipal agreement with the Borough. Council agreed to this and instructed the Solicitor to prepare this agreement.

**COMMITTEE REPORTS:**

President Ilgen explained that there is a problem with the geothermal units in the Council room and the downstairs hallway. He explained Bierly's findings on the problems and an estimate of an approximate cost was submitted. During discussion, Council agreed that the investment made with this system needs to be protected. A motion was made by Leslie Warriner and seconded by Marlene Corl to have Bierly's do the work to correct the problems, if there is no warranty in effect with Envinity. Motion carried.

A motion was made by Ed Bowman and seconded by Marlene Corl to approve the minutes from the December 11, 2012 meeting. Motion carried.

A motion was made by Marlene Corl and seconded by Kay Brown to approve the December budget and Union Cemetery report as presented. Motion carried.

**SECRETARY'S REPORT:**

A written report submitted was reviewed. The Secretary reported that a \$1,000 donation received from Mifflinburg Bank will be added to the Downtown Beautification Certificate of Deposit.

The meeting was adjourned at 9:20 p.m. and Council went directly into an Executive Session to discuss matters of employment.

President Alan Ilgen recalled the meeting to order at 10:36 p.m. with all members present following the Executive Session.

A motion was made by Leslie Warriner and seconded by Ed Bowman to pay Glenn Ripka 100% of his accrued vacation hours at his current hourly rate of \$14.20/hour and 100% of his accrued sick hours at 50% of his current hourly rate or \$7.10/hour. Motion carried.

A motion was made by Leslie Warriner and seconded by Ed Bowman to adjourn the meeting at 10:39 p.m.

*Sharon A. Heckman*

Sharon A. Heckman, Secretary-Treasurer