

**MILLHEIM BOROUGH COUNCIL  
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(CENTRE COUNTY)**

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**REGULAR MEETING  
March 13, 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, David Grazier, Dan Guss, Susan Haney, Robert Jacobs, Frank Migneco, Brian Niewinski, Carl Rote, Craig Shroyer and Tyler Zimmerman.

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

**CITIZENS INPUT:**

Frank Migneco of SEDA-Cog explained that there is help available to reduce energy costs with grants. West Penn Power Sustainable Energy has selected Millheim Borough as one of the ten municipalities to be assisted through this program. SEDA-Cog would put the Borough's energy data into a bar chart to make it easier to pick out trends and anomalies. Mr. Migneco would require a letter to SEDA-Cog from Millheim Borough approving help through this grant program. He explained that the Borough would not be under any obligation to undertake any of the recommendations that might be made as a result of the analysis. This analysis must be completed by September. A motion was made by Leslie Warriner and seconded by Kay Brown to proceed with the Utility Bill Analysis. Motion carried.

Robert Jacobs gave an update on the STAG Grant. He explained that it appears that the Haines Aaronsburg Municipal Authority (HAMA) will move ahead with a Cooperative Agreement so the Emergency Interconnect could be installed. The STAG Grant is for \$250,000 with a \$198,000 (45%) match requirement and the PennVest money can serve as this match money. Mr. Jacobs explained that the County staff would handle the paperwork and Millheim Borough would provide the matching funds. HAMA is requesting a booster pump be added because this was identified in the feasibility study and a waterline upgrade for 1,500 ft. of waterline to North Pine Street. The cooperative agreement would need to address maintenance costs for the pump, interconnect and user rates for Aaronsburg when water was supplied from Millheim Borough. The requested Booster Pump was not part of the original project. Mr. Jacobs will move forward and will provide a copy of the feasibility study to Uni-Tec. Borough Council is on board with the Stag project.

Susan Haney raised concerns about burning. President Ilgen explained that this is an enforcement issue and that Council has discussed the existing ordinance and they feel it is reasonable. Kay Brown stated that even with no burning in the Borough the surrounding townships allow burning and the Borough can't control that. Ms. Haney reported that the Penns Valley Conservation Group is again putting together a business directory but since there is no grant money this year there is a \$20 fee.

**CODE ENFORCEMENT REPORT:**

A written report submitted by Glenn Ripka was reviewed. The following requests for business signs were discussed:

1. A request from a tenant leasing space from the Millheim Food Mart was reviewed. These signs all comply with the ordinance. A motion was made by Leslie Warriner and seconded by Marlene Corl to approve the signs as shown. Motion carried.
2. A request from Eugene Marcum for his business, Ballistic Engineering, on West Main Street was discussed. His request is for a "lit" open sign that sits inside the house but can be seen from the road. This business is located in a Mixed Use Zone and complies with the ordinance. A motion was made by Leslie Warriner and seconded by Kay Brown to approve the sign as requested. Motion carried.

Mr. Ripka explained that the fence at the Water Plant was damaged by a fallen tree. R&R Fencing has been contacted for a price to repair the fence but to date no information has been received.

Mr. Ripka explained that sections of fence were removed from the back stop. The fence was saved and it now needs to be put back up. He requested permission to get a quote from R&R Fencing to put this fence back up. Mr. Ripka was told to get the quote.

A motion was made by Leslie Warriner and seconded by Marlene Corl to approve payment of \$2,000 to the Penns Valley Code Enforcement Agency. Motion carried.

**HARB REPORT:** None

**EMPLOYEE REPORTS:**

Roy Rupert reported on the following:

1. The quote to refurbish our old VFD would save \$200 over the cost of a new one but if it sits on the shelf the warranty is gone. The consensus was to wait until a new one is needed and then make the purchase.
2. Penn Township would share their flagging equipment but one sign is needed and some cones. The consensus was to hold on the purchase of radios until budget time. Mr. Ripka explained that radios would also be helpful for snow plowing.
3. Backup inventory for the water line replacement project was discussed. LB Water would take back for credit any items that were not used. Leslie Warriner requested at least an estimated price.
4. A quotation prepared by LB Water for \$360 for some tools was presented. The consensus of Council was that the inventory should be updated and that this should wait until budget discussions.
5. Information on a DeWalt Cordless kit in the amount of \$579 was presented and discussed. This item was also put on hold.
6. PA Rural Water will be in to test the water line to the Pool for leaks.

No other employee report was submitted.

**PLANNING COMMISSION REPORT:**

A written report submitted explained that the Laron Horner Minor Land Development proposal for the conversion of an accessory structure into a 6-unit self storage facility at 143 East Main Street was discussed. These units would be available to the public but because this property is in a Mixed Use Zone and there shouldn't be a problem putting a driveway into the area, Mr. Ripka was authorized to prepare a letter to Centre County Planning Office stating that this proposal complies with the Borough ordinances.

President Ilgen explained the need to fill a vacancy on the HARB. He explained that Craig Shroyer, owner of Penns Valley Outfitters, has agreed to serve in this position. A motion was made by Leslie Warriner and seconded by Kay Brown to appoint Craig Shroyer to fill the vacancy on the HARB. Motion carried.

**OLD ACTION:**

President Ilgen reviewed with Council the written ball field project update submitted. This update reported that a bid opening was held February 24, 2012 at 4:15 p.m. Todd Smith opened the meeting and read aloud each base bid. He explained that the bids would be reviewed and a recommendation would be made to Council on March 13, 2012. Bids were read as follows:

<u>Contractor Name</u>	<u>Base Bid</u>	<u>Alternate 1 – Well</u>	<u>Alternate 2 – Warning Track</u>
Glenn O. Hawbaker, Inc.	\$222,188.15	\$33,530.00	\$ 3,740.00
Ameron Construction, Inc.	\$186,830.00	\$15,720.00	\$ 9,650.00
John Nastase Construction	\$183,395.00	\$12,540.00	\$11,065.00
Mid State Paving	\$192,842.50	\$39,780.00	\$12,070.00
BNC Construction, LLC	\$141,318.50	\$17,610.00	\$10,700.00

A meeting was then held on March 8, 2012 to discuss the bids received. Since none of the bids had all the required attachments, Mr. Smith was instructed to send a letter to all contractors requesting the required attachments by March 19. Several questions were also forwarded to the Solicitor for his legal opinion and advice. President Ilgen explained that the lowest bid was well over the budget amount. The consensus of Council was that this plan wasn't done well or timely and that ELA need to be our partners in fixing it. A meeting will be scheduled with Todd Smith at the ELA offices in State College to discuss these concerns. The two invoices presented for payment to ELA Group were tabled for action until the March 23, 2012 Special Meeting even though the one invoice is from October 2011.

Rick Bair entered the meeting at 8:11 p.m.

Dan Guss of Uni-Tec updated Council on the PennVest Water Line Replacement Project. He explained that the bid opening was earlier today with 14 plan holders and seven bids submitted. Bids were received as follows:

<u>Contractor Name</u>	<u>Total Bid</u>
R.H. Bailey, LLC	\$1,366,330.00
G & R Charles Excavating LTD	\$1,698,051.93
D & M Contracting, Inc.	No Bid
Diehl Contracting LLC	No Bid
Fairchild Brothers, Inc.	No Bid
Dave Gutelius Excavating, Inc.	\$1,888,243.00
Guyer Brothers, Inc.	\$2,376,883.00
Harger Utility Contractors, Inc.	No Bid
HRI, Inc.	No Bid
Glenn Johnston, Inc.	\$1,529,529.00
Maxwell Trucking & Excavating	No Bid
Mortimer's Excavating, Inc.	No Bid
Sippel Development Co., Inc.	\$1,590,000.00
D.C. Ventre & Sons, Inc.	\$1,280,425.50

D.C. Ventre is the apparent low bidder with the unofficial result of \$1,280,425.50, which is below the probable construction cost of \$1,300,000. The documents submitted will be reviewed and Uni-Tec will bring a recommendation of award to the March 23 meeting. Since the PennVest budget is higher than \$1,300,000, there may be enough money to include the stream crossing as part of the project. A motion was made by Leslie Warriner and seconded by Kay Brown to authorize Uni-Tec to contact PennVest for inclusion of the stream crossing. Motion carried.

A "Draft" of the Chapter 94 report was presented for Mr. Rupert's review. Approval of this report will be requested at the March 23 meeting.

A motion was made by Leslie Warriner and seconded by Kay Brown to approve payment of the invoice submitted by Uni-Tec for \$3,000. Motion carried.

President Ilgen explained about the required revolving line of credit for this PennVest project. Mr. Guss explained that things such as the Firemen's Parade and the Triathlon scheduled in June will be discussed with the contractors at the pre-construction meeting.

Rick Bair reviewed the 2011 Audit with Council. He explained that the audit was prepared using government standards dictated by the USDA-Rus loans. This was a nonqualified or clean audit. Mr. Bair also explained that the sewer expenses are high because the old sewer plant debt still exists. He explained that the negative balance on the sewer fund must be decreased and President Ilgen agreed that we are eating up our excess cash so the Borough needs to be increasing rates. Mr. Bair found no items to be brought to Council. Refinancing the outstanding RUS loans was discussed. President Ilgen will contact Maribeth Giannone of USDA-RUS about this possibility. A motion was made by Leslie Warriner and seconded by Marlene Corl to accept the 2011 Audit as presented. Motion carried.

Leslie Warriner reported on her meeting with Glenn Ripka and Wade Renninger from Rockview. The plantings for the playground have increased by 28 shrubs and some trees. The Rockview work crew is scheduled to be in Millheim on April 30, 2012.

The Secretary was instructed to get a price for "No Dogs in Playground Area" signs.

President Ilgen reported that he was notified by Mr. Beckenbaugh that the Lion's Club would donate two trees for Fountain Park. Ms. Warriner would recommend Forest Pansy Red Bud trees.

A motion was made by Marlene Corl and seconded by Kay Brown to pay \$16 from the Downtown Beautification Fund for two soil test kits. Motion carried.

The need to increase the cost of parking fines was discussed. The Solicitor explained that the maximum fine allowed is \$50 and that an area could be defined in the ordinance (i.e., from Rt. 45 to Race Street). Mr. Ripka chalks tires and he has done seven tickets to date, with two people as repeat offenders. The Solicitor will get copies of ordinances from Bellefonte Borough and State College. Carl Rote suggested that signs could be put up that say "No Parking \$50 Fine".

Several names were recommended as possible replacements for Linn Auman's vacant council position. The Secretary was instructed to ask Shawn Myers if he would consider serving.

#### **NEW ACTION:**

A motion was made by Kay Brown and seconded by Marlene Corl to exonerate Tammy Myers, Tax Collector, from collecting the delinquent per capita taxes as reported on the lists provided and to submit the list to the Borough's Delinquent Tax Collector, J. P. Harris & Associates, for collection. Motion carried.

The Secretary reported that a request has been made by Denny Lucas, President of the Penns Valley Little League to continue the agreement that has been in place for several years for usage and mowing of the Little League baseball fields. The consensus of Council was to keep this agreement the same as last year and to discuss at budget time if the cost for mowing needs to be increased.

#### **COMMITTEE/MAYOR REPORTS:** None

A motion was made by Marlene Corl and seconded by Leslie Warriner to approve the minutes of the February 14, 2012 meeting as presented. Motion carried.

The Secretary explained that at the time the agenda was prepared the General Fund had a minus figure because of temporary cash flow issues. Money was transferred from the water and sewer funds to reimburse the March 15 payroll amounts to cover the shortage. A motion was made by Leslie Warriner and seconded by Marlene Corl to approve the February budget report as presented. Motion carried.

Ms. Warriner reported on a drainage issue at the playground. The Rockview work crew will put stone and a perforated pipe in to correct this problem.

**SECRETARY'S REPORT:**

A written report submitted by the Secretary was reviewed. The Secretary is requesting permission to attend the PA State Association of Borough's conference as the Voting Delegate for the Millheim Borough. This conference will be held at Seven Springs from April 29-May 2, 2012 and would require a total expense to the Borough of \$621.24 plus mileage. A motion was made by Leslie Warriner and seconded by Marlene Corl to approve the Secretary's attendance at the PSAB Conference as requested. Motion carried.

Three reservations are to be made for the Clearfield-Centre County Borough's Association dinner meeting on Thursday, April 26, 2012 in Grampian beginning at 6:00 p.m. at a cost of \$15 per person. Kay Brown, Sharon Heckman and Leslie Warriner will attend.

The Secretary reported that a check has been received from Christina Welch in the amount of \$2,080.40 for restitution of costs incurred when her son hit the fire hydrant on North Street. The letter of apology from her son requested by Council was not included with this payment.

The Penns Valley Regional Comprehensive Plan Priority Recommendations were discussed. The consensus was to add Millheim to #48 and #80.

President Ilgen reported that the PA State Police Trooper has been invited to the March 29, 2012 Crime Watch Meeting.

Centre County Recycling will deliver a free portable recycling bin for the upstairs hallway in the Borough Building.

Carl Rote asked if the Borough has two part-time employees now that a full-time person has been hired. President Ilgen explained that the Borough has one full-time employee and one part-time employee.

A motion was made by Marlene Corl and seconded by Kay Brown to adjourn the meeting at 10:03 p.m. Motion carried.

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