

MILLHEIM BOROUGH COUNCIL  
225 EAST MAIN STREET  
P.O. BOX 421  
MILLHEIM, PA 16854  
(CENTRE COUNTY)

FAX (814) 349-5733

PHONE (814) 349-5350

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REGULAR MEETING

May 12, 2015

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, Leslie Warriner, Lauralee Snyder, Sharon Heckman, John R. Miller, III, Michele Aukerman, Mark Stephens, Danielle Ruslovitch and Carl Rote.

**ABSENT:** Kay Brown and Marlene Corl

**CITIZEN'S INPUT:**

Carl Rote raised the following concerns:

- Kay Brown has not attended Council meetings for a year. The Solicitor explained that she has been absent due to illness and there is nothing the Borough can do.
- A man using crutches had a problem getting past the Bremen Town Ballroom on Main Street because of the sandwich board, table and two chairs blocking the area. Mr. Rote was concerned that someone could be hurt here. President Ilgen and Mayor Snyder explained that as long as there is a 36-inch pathway this is allowed.
- The grass needs mowed at the property at 210 East Main Street. The Mayor will take care of the complaint about the high grass.

Mark Stephens and Danielle Ruslovitch discussed with Council the Draft Source Water Protection Plan. President Ilgen explained that the draft plan has been read. The draft plan was discussed as follows:

- Leslie Warriner explained that she would like to see some potential ways to handle accidental fuel spills
- This plan is a guide and working document that belongs to the Borough. He recommends sharing some drawings with Centre County.
- He and Ms. Ruslovitch will be going around the municipalities to locate fuel tanks.
- More harmful sources for the Borough water comes from Miles Township. Since we all have the same problems, it may be useful to combine forces to correct them.
- Mark Ralston is working on a combined meeting of all water suppliers. Mr. Stephens would like to do the meeting this summer.
- Ms. Warriner will be the point person. She will send an email with the Council's comments to Mr. Stephens.
- Mr. Stephens will attend the August Council meeting to go over the corrections to the Plan.
- Mr. Stephens explained that it is the intent of Bob Jacobs to do a County Protection Plan for water sources. He explained that land management is critical and there needs to be buffer zones around contaminants.

Michele Aukerman updated Council on the sewer and DEP issues as follows:

- The meeting was held with Roy Rupert, Al Ilgen and Jens Sontang. Mr. Rupert needs to focus on the food coming in balanced with the number of bugs in the plant. There is currently very low food to mass so the bugs are starving. The BOD coming in isn't consistently high so there is an unhealthy biomass. The slow processing speed is caused by biofouling of the membranes. Getting the bugs healthy will help the plant process better. Ms. Aukerman has an action list that she will get to Mr. Rupert. He needs to do recording and measuring daily so some probes must be replaced. She reported that it will take a few weeks for the biomass to get better. Mr. Sontang doesn't recommend changing the pipe size from 4 inch to 2 inch. There is no need for a permit change or an air release valve. DEP wanted a letter from the inspection report because they don't want a temporary pipe. Mr. Rupert feels having the pipe above ground is working and he plans to make this a permanent fix. Ms. Aukerman reviewed with Council the letter she wrote to DEP. She explained there is not an issue with the technology of the plant. President Ilgen explained that Mr. Rupert will be doing more testing and gathering information so there will be additional costs.
- Ms. Aukerman reported on the wastewater collection system. The April 20, 2015 letter from DEP was discussed. The Borough needs to prepare a written plan and continue the connection ban. She explained that the only evidence for DEP to consider a rerate will be the performance of the plant. DEP wants a written plan explaining what the Borough plans to do to correct the problem. In this plan, the Borough can request a certain number of connections be granted on a scheduled basis. Ms. Aukerman and Mr. Rupert will get prices for additional sampling. Mayor Snyder offered to look into possible high rain events on the days in 2012 when there were high BOD levels.

- The proposed CDBG Water Line Project was discussed. This application would be for a project to replace the water line on North Street since this is the oldest portion of line and services the entire Borough. The Secretary explained that Mr. Ward of Uni-Tec has graciously offered to help with the cost estimate required for this application process at no cost to the Borough. The Secretary explained that Phase one of the proposed project should be the section of the waterline that is vulnerable because of the location in Elk Creek and close to Rt. 445. This Phase could be included as Millheim Borough's contribution to the Centre County Hazardous Mitigation Plan. To receive funding in the event of an emergency each municipality must participate in the Hazardous Mitigation Plan update and have a Mitigation Project listed in the updated plan.

**CODE ENFORCEMENT/HARB:**

The written report submitted by Mike Lesniak was reviewed with no questions.

The Secretary gave a status report on the GIS work Nick Barger of Centre County is doing for the Borough. Mr. Barger would like to complete his work and install the program by the end of May. The County will prepare maps that the employees can use when they work on the water/sewer lines. There will also be a copy of the program installed on the Borough computers and this program can be updated whenever new shutoffs, lines, etc. are found or added.

**EMPLOYEE REPORTS:**

The written report submitted by Justin Kerstetter was reviewed with no questions.

President Ilgen would like to schedule an employee meeting on a Friday toward the end of June.

**PLANNING COMMISSION REPORT:** None

**OLD ACTION:**

Bob Jacobs is in contact with Koge Suto and is working on the STAG Grant paperwork.

President Ilgen reported that there is a meeting scheduled with the volunteers on the Energy Independence Project to encourage them to get the surveys done. A table will be set up at the Fire Hall during the elections on May 19 so if anyone is interested they could do a survey at that time.

There has been nothing to date on an estimate for a survey of the Sheep Hill property. The consensus of Council is not to sell this property.

The Secretary has heard nothing from PennDot for the proposed Agility Plan.

The request from Kathy Highbaugh, Tax Collector, for the Borough to reimburse for the required classes to continue in this position was discussed. After some discussion, a motion was made by Leslie Warriner and seconded by Ed Bowman to pay \$10/continuing education unit plus \$25/registration fee for up to six continuing education units per year. Motion carried.

Ms. Warriner wants to have more detail on the parking problem included in the letter from the Borough to the downtown business owners. Some of the things she would like included would be the possibilities of parking on privately owned properties, restructuring downtown parking and the parking lot and permitted parking in the parking lot. She explained this is a work in progress and will send the secretary a sample of the letter she would like distributed.

President Ilgen reported that the Borough has an estimate from Ron Rishel of \$1,485 to tear down the Borough building chimney and he has also submitted an estimate of \$1,300 to repair the chimney which would involve lowering the height of the chimney and allow it to remain open for the chimney swifts to use for nesting. A motion was made by Ed Bowman and seconded by Leslie Warriner to accept the quote from Ron Rishel for \$1,300 and approve fixing the chimney and allowing the birds to remain. Motion carried.

The Secretary reminded Council about the old tombstones that were damaged at Union Cemetery by the Amish horse last fall. She explained that some of the tombstones are so old the names are no longer visible. The consensus of Council was to repair the old tombstones and make them look as good as possible or if possible find a family member to see if they prefer a new stone.

**NEW ACTION:**

The budget process for 2016 was discussed. President Ilgen suggested that Council look at doing a capital budget for three to five years to help plan for equipment purchases, etc. The Secretary will get information from the

Borough's Association to help with the capital budgeting process. The consensus of Council was to begin the budget process in September 2015.

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A motion was made by Leslie Warriner and seconded by Ed Bowman authorizing the Secretary to transfer \$8,000 from the Water Fund Checking Account into the Water Construction Fund Checking Account to cover the remaining 2015 monthly payments to PennVest. Motion carried.

Leslie Warriner discussed a request to install a duck feeder at the Race. This feeder would be the type that you put in a quarter to get duck food. The Borough could approve a permanent site for this feeder and Borough volunteers would maintain it. After Council has time to think about this, it can be discussed at the June meeting.


**COMMITTEE REPORTS:** None

A motion was made by Ed Bowman and seconded by Leslie Warriner to approve the April 14, 2015 minutes as presented. Motion carried.

A motion was made by Leslie Warriner and seconded by Ed Bowman to approve the April budget report as presented. Motion carried.

The written report submitted by the Secretary was reviewed. The Secretary reported that the LED light fixtures have been ordered by Friedman Electric Supply.

A motion was made by Ed Bowman and seconded by Leslie Warriner to adjourn the meeting at 10:05 p.m. Motion carried.

  
Sharon A. Heckman, Secretary-Treasurer