

MILLHEIM BOROUGH COUNCIL
225 EAST MAIN STREET
P.O. BOX 421
MILLHEIM, PA 16854
(CENTRE COUNTY)
PHONE (814)-349-5350 FAX (814)-349-5733
REGULAR MEETING
April 12, 2022

Katie Blume called the meeting to order with the Pledge of Allegiance at 7:00 PM. Council members in attendance: Robert Zeigler, Nickelaus Engle, Cecilia Gallup and Beth Cowher also in attendance Denise Immel Borough Secretary/Assistant Treasurer and Solicitor John Miller. Absent Mayor Steve Myers.

Citizens present: Leslie Warriner

Citizens Input: none

A motion was made by Nickelaus Engle to approve the March 2022 minutes as presented, seconded by Robert Zeigler. Motion carried.

A motion was made by Robert Zeigler to approve the March 2022 financials as presented, seconded by Cecilia Gallup. Motion carried.

Code Enforcement/HARB/Planning Commission Reports:

The Code Enforcement report was reviewed with no questions or comments. No reports from HARB or the Planning Commission.

Employee Reports:

The water and sewer plants have been running on point. The new membranes are completed and should be installed the beginning of May, provided nothing is delayed in shipping.

It's that time of year again, putting winter equipment away, servicing it, and preparing our spring equipment. We have gotten the park benches and fountain out. Every year is different for the work that needs done to them sometimes nothing needs done. This year just a few parts of the benches needed work. And the fountain was in great shape. We will try to install these the first week of April. We are preparing our skid steer and one of our Steiners to begin street sweeping.

A section of Long Lane had a drain that was starting to collapse down by Frazier St. This was repaired and has been handling the weather very well. Penn Township had a very large water leak and asked us to help pin point it. In return we have received number 3 stone from them to repair the drain. Pa One Calls have been very popular for West Penn Power as they are replacing poles and putting temporary posts in for the Penn Street bridge project.

New Action Items

Approve fire company tax resolution:

As per discussion at the March meeting Mr. Miller prepared Resolution 2022-06 establishing a volunteer service credit program; enacting tax credits for volunteer members of the Millheim Fire Company and establishing administrative procedures and appeals. Robert Zeigler made a motion to adopt Resolution 2022-06, seconded by Cecilia Gallup. Motion carried.

Baseball Field resolution update:

Beth Cowher made a motion to waive mowing fees for the 2022 season, seconded by Robert Zeigler. Motion carried.

Walkfest & Route 45 approval on letterhead:

Robert Zeigler made a motion to adopt Resolution 2022-04 to begin collaboration for the Millheim Walkfest, seconded by Cecilia Gallup. Motion carried.

Robert Zeigler made a motion to adopt Resolution 2022-05 supporting Ferguson Township manager submitting a tourism grant application to the Happy Valley Adventure Bureau collaborating with Millheim Borough for an agritourism event, seconded by Cecilia Gallup. Motion carried.

Playground Mulch:

The playground at the Borough building is in need of being mulched this year. Our work crew has spoken to Breezy Acres and received an estimate of \$400.00 for the purchase of mulch with our crew being responsible for pick up and placement. Nickelaus Engle made a motion to proceed with purchase and placement of playground mulch, seconded by Cecilia Gallup. Motion carried.

Approval of carnival dates:

Millheim Borough has received a letter from the Millheim Fire Company requesting permission to hold the annual Millheim Fire Company Carnival on the fire company grounds on June 16, 17, and 18, 2022, holding the parade on June 16 with a rain date of June 17. This request also included permission to close the alleys on both sides of the carnival grounds starting on Sunday June 12th to allow for set up. Beth Cowher made a motion to approve to hold the carnival on the dates stated and to approve closing the alleys as of June 12th, seconded by Robert Zeigler. Motion carried.

Engineering invoice:

Robert Zeigler made a motion to approve the Buchart Horn invoice # 115776 in the amount of \$435.00 for Park Road Bridge repair, seconded by Nickelaus Engle. Motion carried.

Triathlon approval:

Millheim Borough has received a request from the Penns Valley Triathlon group requesting approval to hold the 12th annual triathlon on August 07, 2022 utilizing Rt. 45/West Main Street, Rt. 2011/ Penn Street, T512 T502 Long Lane in the Borough of Millheim. Event is set to start at 8:00 AM. Robert Zeigler made a motion to approve the triathlon committee request, seconded by Cecilia Gallup. Motion carried.

Recommendation to approve CD/Money Market renewal:

The general fund, sewer fund and water fund cd/money markets will all mature in May, Robert Zeigler made a motion to allow all three accounts to roll over at market rate and maintain accessibility on all accounts, seconded by Cecilia Gallup. Motion carried.

Old Action Items

Absolute last call for newsletter suggestions:

The spring newsletter was presented to council for review. Cecilia Gallup made a motion to approve the newsletter for publication upon adding information about the per capita tax being repealed, seconded by Robert Zeigler. Motion carried.

Review of Audit:

The audit has been completed with no significant findings. As always a concern was expressed about proper controls but like all small municipalities staffing to handle complete segregation of duties is not financially feasible. Baker Tilly is aware that this is a problem in all small municipalities.

Duck Feeder:

A duck feeder will be cemented in place at Fountain Park.

Committee and Mayor Report

Sewer Grant update:

A site meeting was held that was attended by Justin and Robert on March 11, 2022. We are modelling the required tank size and will be getting quotes before moving into final design.

Penn St and Park Rd update:

We will be holding the Preconstruction Conference on April 14 at 10:00am for the Park Rd/Bridge project. Notice to Proceed will be issued on April 18, 2022. This starts the contracts 75-day completion period.

Buchart Horn is just providing support to the borough as needed. The engineering was done by the PennDOT consultant on the Bridge Replacement. Preliminary work should start early May.

Dam weir and waterline update:

Currently progressing through DEP review. We are still within the normal review period.

This project adds a basket strainer at the water treatment plant along with providing a measuring and recording device at the dam to meet DEP's requirement for the pass-by flow. We are adding the replacement of the water main from SR0445 to the dam to the design drawings and the permit application. Anticipate Summer/Fall 2022 Construction.

4H volunteer work:

The local 4H goat club has contacted the Borough in regard to helping with planting and mulching of Fountain Park and any additional areas in need of planting or mulching. The club has its own mulch they will be using for the project. Nickelaus Engle made a motion to have the 4H group plant and mulch specified areas for the Borough, seconded by Robert Zeigler. Motion carried.

Third Friday meetings/work sessions:

As council has not had to hold a second monthly meeting and this meeting has already been advertised council will use this time for work sessions.

Secretary's Report

Line Painting:

The parking stalls and curbs are in need of painting, this has not been done since 2017. Secretary will get quotes for the project as well as pricing for machinery and paint to have our work crew complete the project.

Flower baskets and planters:

The hanging baskets may need replaced. Beth Cowher made motion to replace baskets if necessary and purchase planters for display at the Borough building, seconded by Cecilia Gallup. Motion carried.

Robert Zeigler made a motion to amend the agenda to include the Nittany Office service contract invoice, seconded by Nickelaus Engle. Motion carried. Cecilia Gallup made a motion to approve the service agreement with Nittany Office and pay invoice of \$990.00, seconded by Beth Cowher. Motion carried.

Citizens Input

Cecilia Gallup has been approached by the St Johns Daycare to have a Slow Children sign installed on Race Aly. Secretary will ask road crew if we have a sign in storage.

Leslie Warriner informed council that she is resigning from the position for grant writing for the Millheim Borough, but will be available for questions.

Beth Cowher made a motion to adjourn, seconded by Cecilia Gallup. Motion carried. Meeting adjourned at 8:15 PM.

Denise Immel Secretary Assistant Treasurer