

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  
October 11, 2022

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

Citizens present: Leslie Warriner

Citizens Input: none

A motion was made by Cecilia Gallup to approve the September 13, 2022 minutes and the September 26, 2022 budget minutes as presented, seconded by Robert Zeigler. Motion passed.

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

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 Report:

The drain has been completed on Elk Street, and the road side has been built back up at Race Street by the municipal parking lot. Some more road side berms have also been built up. A "SLOW" warning by painting with stencils on Race Alley behind Calvary Day Care on Mill Street. We have been moving forward with our water meter MXU projects. Talking with Gene from LB Water has been a huge help to learn some new techniques with our system. We will now be able to get the proper set-ups on everyone's home. The last bit of the membrane projects is complete, all of the old membranes from the project are now gone and that project is now finally complete. Marshall from Rylind Construction was in touch about material left behind from the Penn Street project and if everything plays out we will be able to acquire all of the left over material, consisting of multiple kinds of stone. Our inventory will be plentiful then. The water plant was losing a lot of water this month but the leak was detected using our radio loggers from 540 Water Solutions. The leak was then fixed properly. Around the same time Penn Dot was able to stop the leak at 100 Penn St and the Race is now completely open.

New Action Items

Invoices: none

Mifflinburg Bank loan rates:

As the payment on both the water and sewer loans have been withdrawn incorrectly since 2019 and with an additional conversation with Mifflinburg Bank a counter offer has been received for the rate

modification as discussed and approved at the September 13 and September 26 meeting. Mifflinburg Bank is now offering a 5 year fixed rate at 3.65%, loan will then become an adjustable rate loan, adjusting yearly for the remaining term of 6 years, rate to be capped at 5.90% or a 10 year fixed rate at 4.25%, loan will then become an adjustable rate loan, adjusting yearly for the remaining term of 1 years, rate to be capped at 5.90%. Payments on both loans would consist of the month interest due plus a principal payment as set forth in the payment schedule supplied by Concord Public Finance. Modification fee for Mifflinburg Bank will be \$500.00 per loan. A motion was made by Robert Zeigler to accept the modification offer of a 5 year fixed rate at 3.65%, and pay a modification fee of \$500.00 on each loan, seconded by Cecilia Gallup. Motion carried. As approved at the September 26, 2022 meeting a principal payment will be made to the sewer loan in the amount of \$174,029.04 and to the water loan \$82,851.78.

#### PennVest loan payments:

Robert Zeigler made a motion to transfer \$13,250.00 from water fund checking to water fund construction checking to cover 12 months of PennVest loan payments, seconded by Cecilia Gallup. Motion carried.

#### Fall Dates:

Cecilia Gallup made a motion to authorize Trick or Treat night to be held in the Borough on Monday October 31, 2022 from 6:00 PM until 8:00 PM, seconded by Robert Zeigler. Motion carried.

#### Budget:

The proposed budget for 2023 was reviewed. Cecilia Gallup made a motion to advertise the proposed 2023 budget, seconded by Robert Zeigler. Motion carried.

#### DCNR Grant:

DCNR grants can be used for recreation enhancement, natural resources conservation and community revitalization efforts. Deadline for grant application for 2022 is October 27. Council will pass on this year's application and explore option for next year.

#### Geothermal:

Once again our geothermal heat is not working and we are operating with emergency heat in all locations. The damaged part has been ordered but may take a few weeks to be delivered. It has been recommended that the geothermal unit be inspected twice a year. Upon repair council will explore inspection options.

#### New fee schedule:

A number of fees the borough may charge have not been updated since 1994. The time has come to review our fee schedule and make sure we are in line with other municipalities in the area.

#### Paid holidays:

Robert Zeigler made a motion to increase the employee paid holiday schedule from 6 paid holidays to 11 paid holidays, following the federal holiday schedule, seconded by Cecilia Gallup. Motion carried. Council will continue exploring benefit options for the employees.

Howard Fire Company request:

Howard Fire Company has requested the assistance of the Millheim Fire police for traffic control and parking at the annual Punkin Chunkin Fall Festival on Saturday, October 22, 2022 from 8:00 AM to 5:00 PM. Robert Zeigler made a motion to approve the request, seconded by Cecilia Gallup. Motion carried.

Old Action Items

Updates on infrastructure:

Screen Replacement Project

Upon in depth inquiry to DEP they could not find the original application. A new application has been electronically submitted.

DCED Multimodal Grant Bridge Project

A site visit occurred to take measurements and photos of the Elk Creek Bridge. We are recommending that the Borough pursue a concrete box culvert as a replacement for the existing structure. This recommendation is based upon the shallow depth of the Race and the lack of cover. If we keep the opening similarly sized, we will not need to perform more complex studies as part of the permit application.

WWTP Project- Equalization Tank

We have contacted the Geotechnical Engineer and submitted the executed agreement of services back to them. The Geotech has scheduled the drilling to take place on October 24, 2022.

Claren Court – Road Acceptance

A review of Claren Court is required prior to borough acceptance as a borough road. We will perform a site assessment, review approved drawings, and write a letter report with recommendations for a Lump Sum Fee of \$750.00.

Commonwealth Finance Authority

CFA has reopened the H2O PA and PA Small Water and Sewer programs. H2O PA is for projects between \$500,000 and \$20,000,000 and the Small Water and Sewer for projects between \$30,000 and \$500,000. The Application will be received until December 21, 2022.

Update on solar projects:

The Borough owns a 33 foot stretch of land containing access to the Millheim reservoir. Hodson Energy would like to use this access road to construct and maintain the solar field. Hodson Energy would be doing upgrades to the road south of the creek to make it accessible for their needs, they would also adhere to all DEP requirements. Borough council requested BAI have their Senior Engineer walk the requested route to determine if this is a viable route and to assure maintaining water quality. After report from the engineer is received Council will consider options, but have requested Hodson also continue to explore other options.

Sewer maintenance:

An inspection has been performed at the sewer plant. As part of this inspection we were informed that the borough was in violation of deferred maintenance. The borough was aware that the life of the membranes was to be 8 to 10 years, council had been advised through prior operator that because this plant was the first of its kind the manufacturer wanted to see how long they would actually hold, unfortunately at 13 years a membrane broke causing a necessary bypass. DEP is also requesting we speak with our manufacturer and have 2 membranes in rolling inventory.

Paving:

It has been noted that several streets in the borough are in need of repaving as well as some in need of curbing to assist in drainage issues. Council will pursue grant opportunities as they are presented.

Secretary's Report:

East Penns Valley Library:

The 2023 lease has been executed.

Robert Zeigler made a motion to adjourn, seconded by Cecilia Gallup. Motion carried. Meeting adjourned at 9:15 PM.

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Denise Immel Secretary/Assistant Treasurer