

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
February 13, 2024

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

Citizens present: Mike Hanson from Penns Valley Little League

Citizens input: none

A motion was made by Cecilia Gallup to approve the January 02, 2024 minutes as presented, seconded by Nickelaus Engle. Motion passed.

A motion was made by Nickelaus Engle to approve the December 2023 and January 2024 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.

Projects for future consideration: in order for the Borough to equally charge landlords and businesses for EDU's inspections of units to verify required EDU or a survey requesting various information.

Regional planning has had discussion on arranging Penns Valley regional trash pickup, this could include trash, recycling, brush and leaf as well as a riff raff collection. Discussion has also been held on a federal grant to repair/replace various bridges within Penns Valley.

Employee Report:

Water and sewer plants are running smoothly. Yearend reporting has been started for both the water and sewer plants, all reports are due by March 31, 2024.

This winter has been manageable, town clean out has been done twice thus far. Both times went really well and was completed in a timely manner. There has been multiple water leaks on resident homes and even our main lines, the leaks were pin pointed shortly after noticing and all have been repaired. The borough water leak was on the water main at the intersection of Hillcrest Ave. and Cherry St. It is recommended that the borough looks into getting some price quotes to repair and pave a stretch of road in that area, this area consisting of North High St. into West Stover, continuing onto Hill Crest Ave., to Cherry St., ending on the line with Gramley Ave. Price checking will be done with multiple companies.

New Action Items

Invoices:

A motion was made by Robert Zeigler to pay the remaining municipal obligation on our pension fund in the amount of \$623.28, seconded by Nickelaus Engle. Motion passed.

A motion was made by Robert Zeigler to pay invoice number BT2666083 to Baker Tilly in the amount of \$1,050.00, for the first interim billing for the 12/31/2023 financial statement audit, seconded by Cecilia Gallup. Motion passed.

A motion was made by Cecilia Gallup to pay invoice 123026 in the amount of \$495.00, and invoice 123237 to Buchart Horn for professional services rendered on plant screen and dam weir also invoice 123024 in the amount of \$839.70 to Buchart Horn for professional services rendered on WWTP equalization tank project, seconded by Robert Zeigler. Motion passed.

Resolution 2024-01:

A motion was made by Nickelaus Engle to adopt Resolution 2024-01, authorizing the disposition and destruction of specific records, seconded by Cecilia Gallup. Motion passed.

Fire company carnival request:

A motion was made by Cecilia Gallup to approve the Millheim Fire Company's request to hold their annual carnival on June 13th, 14th & 15th, 2024 and to close East Poplar and Second Street on either side of the fire company starting on Sunday the 9th of June, seconded by Nickelaus Engle. Motion passed.

PV Triathlon request:

A motion was made by Robert Zeigler to approve the Penns Valley Triathlon committee's request for the Millheim Fire Police to work the annual fundraiser on August 03, 2024, seconded by Nickelaus Engle. Motion passed.

Appointments:

Cecilia Gallup made a motion to appoint Robert Zeigler as our representative to the CCMPO technical committee, seconded by Nickelaus Engle. Motion passed.

Robert Zeigler made a motion to appoint Penns Valley Code Enforcement as our alternate sewer enforcement officer, seconded by Nickelaus Engle. Motion passed.

Nickelaus Engle made a motion to appoint Chris MacNeal as the architect representative on the HARB committee, seconded by Cecilia Gallup. Motion passed.

Mobile office hours – Central Pennsylvania Community Action (CPCA):

The food bank that was at the community action building in Aaronsburg will be moving to the Calvary Church on Penns Street. Discussion has been held with CPCA on holding office hours at the Borough building in order for them to continue assisting residents with financial hardship and or/housing.

Old Action Items

Infrastructure update:

Screen replacement project:

Buchart Horn has been on site and reviewed the work and has no issues for the contractor to repair or complete. They are preparing final paperwork before we can complete final payment.

DCED Multimodal gran bridge project:

To complete the final design Buchart Horne needs to have a structural engineer sign off of the final design. They have not been able to find someone internal to do this. Buchart Horn would like to have the borough authorize the use Chilton Designs. Chilton designs would be paid directly by the Borough and his fee would be deducted from the Buchart Horn fee. This is the quickest way to get this to bidding. Cecilia Gallup made a motion to approve the use of Chilton Designs as needed by Buchart Horn, seconded by Robert Zeigler. Motion passed.

WWTP Project – equalization tank:

Buchart Horn is looking at finalizing the design in the next month and preparing bidding documents, they are also preparing the DEP Permit Application to have this treatment added to the plant.

Raw Water Main Replacement:

The LSA Grant for this work is in the amount of \$400,000.00. In the original application Buchart Horn requested \$600,000.00 to be used as follows:

Water Main Replacement \$500,000.00

Demo Chlorine Building \$ 40,000.00

Engineering \$ 60,000.00

Since the project was underfunded they would propose that we dedicate \$360,000.00 to Construction and \$40,000 to Engineering. Nickelaus Engle made a motion to approve the revised budget as requested, seconded by Robert Zeigler. Motion passed.

Ordinance 277 – streets and alleys

Cecilia Gallup made a motion to adopt Ordinance #277, providing for the ordaining and reaffirming the prior ordaining of all the streets and alley located in the Borough of Millheim, amending the name of some and codifying in one ordinance all of the public street and alleys in the Borough of Millheim, and providing for the posting of signs identifying the same where necessary, seconded by Robert Zeigler. Motion passed.

Little League:

A revised building proposal was received, Katie Blume will review and speak with Solicitor Miller about the structure of a lease.

Pool Updates:

The email from the Penguins swim team to PVPRA was reviewed. It does appear that the pool will be open for the 2024 swim season.

Parking:

Many residents have complained about the parking on Penn Street from Mill Street to the borough line. Resident have stated that they are unable to see past cars when pulling out from the allies, residents of Penn Street tend to be parking in front of other residents homes or parking on sidewalks. Discussion tabled.

Secretary's Report:

Tax Collection:

Centre County Tax Claim & Collections will migrate to a new database platform in 2024 for the 2025 Real Estate Tax collections. An outline of the costs that will occur during this time was sent to the Borough, for budget purposes for 2025 year. Further details will be provided it appears the Borough may see a \$50.00 monthly charge and credit cards could be accepted with the fees assessed to the taxpayer.

Funding opportunities:

Senator Dush will be hosting an introduction to funding opportunities On March 28, 2024 at C3 Sports, 200 Ellis Place, State College, PA.

Christmas lighting:

New Christmas lights (cascading snowflakes) for the lamp post have been ordered.

Robert Zeigler made a motion to adjourn, seconded by Cecilia Gallup. Motion passed. Meeting adjourned at 8:20 PM.

Denise Immel - Secretary