

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
May 14, 2024

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

Citizens present: Kathy Highbaugh, Millheim Borough Tax Collector and Amber May

Citizens input: Ms. May questioned the possibility of doing a no mow May next year using the State College Borough guidelines. Asked to remind council the beginning of 2025.

A motion was made by Cecilia Gallup to approve the April 09, 2024 and April 19, 2024 minutes as presented, seconded by Beth Cottrell. Motion passed.

A motion was made by Nickelaus Engle to approve the April 2024 financials as presented, seconded by Beth Cottrell. 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 Reports

Brush and leaf clean was completed this month Mowing and trimming all of borough properties is being done as needed, with roadside trimming to begin soon. A meeting was held with Jacob Confer for an estimate on new handicap accessible ramps for the building. We are still waiting on his quote. Center County Vinyl looked at all of the windows for the building that need replaced and gave a quote at \$13,979.26 for the majority of the windows, along with another \$3,419.11 for the remainder. That price was also part of B.C. Home Improvement's quote to redo the Borough Building unused room at roughly \$22,676.20. T&B Medical was contacted for new electric handicap chair lifts and they were quoted at a start point of \$6,500 for one.

The Center St. and Water St. sidewalk project has been completed. Also completed the parking addition to the lot. Projects looking to be completed this summer are replace a drain on West St. Fix the drain on Pine St. Re-Surface the entrance to Pine St. Top off the Playground with some more mulch, add more river stone to the municipal lot island and redo the front of the Borough Building with river stone and new wooden edging around designated area.

Heating Unit:

With all the work that has been done on the GEO Thermal unit Cecilia Gallup made a motion to forgo spending \$500.00 for a routine check, seconded by Nickelaus Engle. Motion passed.

New Action Items

Invoices: none

Loan payments:

Beth Cottrell made a motion to transfer funds as needed to pay the Jersey Shore bi annual loan payment, seconded by Nickelaus Engle. Motion passed.

Tax Collector update and over/under:

Kathy Highbaugh advised council that a right to know request has been submitted to Centre County by the tax collectors association requesting to know the process used to obtain proposals and the proposal received.

Ms. Highbaugh requested a formal motion as to the over/under payment accuracy on tax payments. Nickelaus Engle made a motion to set the over under payment amount at \$2.00, seconded by Beth Cottrell. Motion passed.

Codification of records:

Codification of ordinances should take place about every three years. This also keeps information updated on our web page, codification was last done thru December of 2022. Beth Cottrell made a motion to authorize spending up to \$1,000.00 for codification, seconded by Cecilia Gallup. Motion passed.

Swim team:

The Penns Valley Penguins are asking for financial assistance to support the team and the pool. At the advice of our solicitor no donation will be made.

DCED grants:

Nickelaus Engle made a motion to pursue a grant through DCED to be used for the repair of the Mill Street bridge, seconded by Cecilia Gallup. Motion passes.

Beth Cottrell made a motion to pursue a grant through DCED to be used for recreation and tourism, seconded by Nickelaus Engle. Motion passed.

CPI and Community works:

Cost has been received for picnic tables and benches for Fountain Park. The community works program thru Rockview State Prison is once again accepting applications. Various project within the borough will qualify. Application to be submitted.

Old Action Items

Infrastructure updates:

Dam Weir

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

Bridges:

Buchart Horn is working with Chilton Design to finalize the plans for bidding. They have not had any activity with Chilton at this point.

Equalization tank:

Buchart Horn has prepared the DEP Permit Application. The application requires a signature by the Borough.

Cecilia Gallup made a motion to authorize Katie Blume to sign said permit and to pay the \$500.00 permit fee, seconded by Beth Cottrell. Motion passes.

Raw Water Main Replacement:

Buchart Horn will begin the design and permitting of this project.

Elk Creek LT2 Permit:

Buchart Horn is working with Mr. Kerstetter to complete the permit submission indicating the methodology that he will use at the water plant to meet the requirements of Elk Creek as a water source.

EDU discussion:

Letters have been sent to businesses and various landlords to verify the accuracy of the existing EDU structure for their buildings. Responses are due by May 31, 2024.

Penns Valley Regional Planning:

Long term planning issues are being discussed to tie in with Centre County transportation. Topics discussed so far are, flooding issues, buggy traffic, bicycle, ATV and walking safety.

Committee and Mayor Reports: none

Secretary's Report

Zoning:

The zoning hearing scheduled for May 20, 2024 has been rescheduled per the request of Chad Shirey. Mr. Shirey has agreed to waive any time frame infringements and to pay for the additional advertising. Discussion was held on adopting fees for variance requests, following examples from our surrounding townships. Solicitor Miller will draft a resolution for presentation at the June meeting.

Water usage:

There has been an uptick in water usage over the past months. Residents have been contacted. Topping off pools is being done with no notification to the borough.

Robert Zeigler made a motion to adjourn, seconded by Beth Cottrell. Motion passed. Meeting adjourned at 8:30.

Denise Immel, Borough Secretary

