

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
December 10, 2024

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

Citizens present: Kathy Highbaugh, Amber May and Rusty Long

Citizens input:

Rusty Long expressed his concerns and displeasure at the prospects of a dog park being constructed on the Borough lot on Center Street. His number one concern is residents not properly cleaning up after their animal both within and outside of the designated area and the additional noise levels that will be created by having more than one animal in the same area. He feels that there are better uses for the property and the funds.

A motion was made by Cecilia Gallup to approve the November 12, 2024 minutes, seconded by Nickelaus Engle. Motion passed.

A motion was made by Nickelaus Engle to approve the November 2024 financials, 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 Planning.

Employee Report:

November is busy time of the year. Leaves were collected for 4 weeks. Snow fence becomes a priority, and has been installed along Long Lane. This was the first year for the new Christmas decorations they went up as planned and look nice. Penns Valley School District called a meeting for all of the surrounding Boroughs and Townships, contact information was exchanged allowing both municipalities and the school district to stay in touch on the conditions of the roads. This will give the school district a good understanding of local road condition when considering delayed opening or cancellation. A plan was established for winter storms in regards to delays and cancellations.

New Action Items

Invoices:

A motion was made by Cecilia Gallup to pay invoice #125975 in the amount of \$1,300.00 and invoice #126111 in the amount of \$1,600.00 both to Buchart Horn for services rendered on the raw water main replacement project, seconded by Nickelaus Engle. Motion passed.

Amend Ordinance 145:

Solicitor John Miller is to review ordinance 145 and adjust from secretary treasurer position to one secretary and one treasurer.

Approve Ordinance 280:

A motion was made by Cecilia Gallup to adopt Ordinance #280 establishing the tax rate for the year 2025 at the rate of 5.00 mills on the value of the real property located within the borough, seconded by Nickelaus Engle. Motion passed.

Approve Resolution 2024-11

A motion was made by Nickelaus Engle to adopt Resolution 2024-11, increasing the monthly water service fee from \$22.00 per month to \$25.00 per month, seconded by Cecilia Gallup. Motion passed.

Approve FY 2025 Budget:

The 2025 Millheim Borough Budgets was advertised as required. A motion was made by Cecilia Gallup to adopt the 2025 budgets as presented, seconded by Nickelaus Engle. Motion passed.

Approve 2025 calendar:

A motion was made to approve the meeting dates as presented and to add town hall meetings to be held on the seconded Tuesday of every month from 6:00 PM to 7:00 PM, seconded by Cecilia Gallup. Motion carried. Secretary will advertise Town Hall meetings, Council meetings, HARB meetings and Planning meetings

Tax certification fee:

Kathy Highbaugh reported that the Centre County tax collectors are discussing the unification of certain fees charged by the tax collectors. Ms. Highbaugh will advise council of new fees when final decisions are made. Council will need to amend the current ordinance #254.

Direct Deposit fee:

QuickBooks is raising the direct deposit fee from \$4.00 to \$5.00 per employee per payroll. A motion was made by Nickelaus Engle to accept the increase and continue with direct deposit, seconded by Cecilia Gallup. Motion passed.

Sewer fee:

An exemption request has been received asking Council to waive a sewer fee for adding a use to the property that is not related to using the property as a primary residence. Said use will be not for profit. Council reviewed documentation as presented, Centre County Planning granted a conditional approval for minor land development. The property will be used for something other than a residence. A motion was made by Robert Zeigler to deny the request, seconded by Cecilia Gallup. Motion passed.

Holiday items for review:

A motion was made by Nickelaus Engle to give \$100.00 to each employee who have been with the borough since January 2024 as a token of appreciation, seconded by Cecilia Gallup. Motion carried.

Residential water leak:

A large water consumption has been noted at a residence, (208,000 gallons in November) the meter has been checked and is continually running indicating a water leak. The resident has received emails in the

past asking them to address the issue with nothing being done. We received a response to the email sent in December explain a toilet leak had been repaired, but the amount of water going thru the meter is greater than a leaking toilet. The Borough cannot afford to lose this amount of water. A motion was made by Cecilia Gallup to deliver a 3 day notice, advising the resident if action is not taken to repair the leak the water to the property would be shut off, seconded by Nickelaus Engle. Motion passed. Secretary Immel will prepare the notice and deliver on Thursday, December 12, 2024.

Old Action Items

Infrastructure update:

DCED Multimodal Grant Bridge Project:

The plan is to have bidding documents completed and ready for winter bidding with construction starting in early spring. Mr. Segursky spoke with the grant Specialist about what needs to be done to receive a one year extension of the grant beyond its June 2025 date. He will work with borough secretary to get this submitted.

WWTP Project – Equalization Tank:

Project is currently out for bids. The bid opening is scheduled for 12/13/2024.

Raw Water Main Replacement:

Base mapping is completed, Buchart Horn is moving forward with design documents. This project is approximately 70% complete and will be ready for spring construction.

DEP LT2 Permit Application:

The permit has been issued. Some conditions of the permit require some additional discussions with Mr. Kerstetter.

VCBA updates:

Merry Millheim was held December 6th and 7th with missed attendance.

Town Clock update:

A donation of \$500.00 has been received for the clock tower repairs. A motion was made by Robert Zeigler to use the Town Clock checking account for donations, seconded by Cecilia Gallup. Motion passed.

Article: Living Legacy:

The above article has been presented by Ed Carter for publication on the Borough webpage. A motion was made by Robert Zeigler to deny the request, seconded by Nickelaus Engle. Motion passed.

Secretary's Report:

The streetlight at 115 East Main Street was reported out. Kuharchik will repair.

The streetlight for 136 West Main Street should be in by the end of January, Kuharchik will install as soon as received.

Official notice was sent to Centre County, as required, listing 2 council member, 1 mayor and 1 tax collector as open positions for election year 2025.

County Liquid Fuels grant for paving for North High Street, Hillcrest Avenue and Cherry Street has been declined.

A motion was made by Cecilia Gallup to adjourn, seconded Nickelaus Engle. Motion passed. Meeting adjourned at 8:30 PM.

Denise Immel, Borough Secretary