

MILLHEIM BOROUGH COUNCIL
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MILLHEIM, PA 16854
(CENTRE COUNTY)
PHONE (814)-349-5350 FAX (814)-349-5733
REGULAR MEETING
August 12, 2025

Katie Blume called the meeting to order at 7:00 PM with the pledge of allegiance. Council members in attendance: Cecilia Gallup, Robert Zeigler and Beth Cottrell, Nickelaus Engle arrived at 7:07. Also in *attendance* Cim Besecker, Borough Treasurer Denise Immel, Borough Secretary and Solicitor John Miller. Absent: Mayor Steve Myers

Citizens present: Bill Coger, Tammy Myers, Jacob Michael, Michelle Johnson, PVPRA. Stephanie Hettinger, PVPST, Catherine Bryson, Millheim Planning, Gary Stine, Millheim Planning, John Segursky, Buchart Horn

Citizens input: Bill Coger expressed concerns with the lack of parking enforcement within the borough, especially the 15 minute parking in front of the post office and the no parking in front of the bank. He has spoken with a client of a local business that has used the post office parking while he is visiting the business and was told no one enforces and he/she will park there as long as they like. Parking in these areas creates hazard for safety vehicles making the turns to go either east or west the same for any large trucks or trucks with trailers.

Council acknowledges that parking does continue to be a problem within the borough, but it is not financially feasible to hire a parking enforcement officer or to monitor 24/7.

A motion was made by Robert Zeigler to approve the July 08, 2025 council minutes and the July 08, 2025 Town Hall minutes, seconded by Cecilia Gallup. Motion passed.

A motion was made by Cecilia Gallup to approve the June 2025 financials as presented seconded by Robert Zeigler. Motion passed.

A motion was made by Robert Zeigler to approve Cim Besecker signing, as CFO, the 2026 Financial Requirement and Minimum Municipal Obligation for the municipality's pension plan, seconded by Nickelaus Engle. Motion passes.

Code Enforcement/HARB/Planning Commission reports:

The Code Enforcement report was reviewed with no questions or comments. No report from HARB.

Planning Commission:

Catherine Bryson presented a proposal to borough council to join the Main Street America program. Cost is \$295.00 for a yearly membership. Main Street America is a program designed to help with the revitalization of small towns. A motion was made by Nickelaus Engle to authorize the expenditure of \$295.00 from ledger 1409.66 for the membership fee, seconded by Beth Cottrell. Motion passed.

Planning Commission member Gonzalo Rubio sent in a letter expressing his concerns with blight, derelict properties and similar matter within the borough. Members of the commission have spoken with neighbors who live beside derelict building, backyards that resemble landfills, porches that constitute fire hazards and structures that are slowly falling on top of nearby homes. The general consensus is no one wants to get their neighbor in trouble as a result large sections of code are not being enforced. The commission is suggesting that the Borough take an active and decisive role in code enforcement.

Borough council responded that approximately 9 years ago a meeting, which was open to all borough residence, was held to discuss the enforcement of Borough ordinances. At that meeting the residences decided that they did not want the borough policed by code enforcement looking for violations. A decision was made by that council and those residents that code enforcement would react to any and all written complaints received but would not be policing the borough. No other municipality has code enforcement driving thru the townships or borough looking for violations, they respond to complaints. Robert Zeigler will attend the next code enforcement board meeting and advocate for constable assistance in ordinance enforcement matters.

Employee Reports:

The Race Ally project was the main propriety. Seth Narehood from Dirt, Gravel, and Low Volume Roads was contacted to do final inspection. He came down and performed a preliminary inspection. Items to be done prior to final sign off:

- (1) 146 Penn St. we had given some material to the home owner to blend their parking area with our road, we are instructed to add a little more material to that parking area.
- (2) Along the bank against the Race 154 Penn St we were instructed to clean up grass clippings.
- (3) 132 Race Ally their driveway allows water to come across the private bridge, allowing water to shoot across our road and into a neighbor's property. We were instructed to speak with the home owner to hopefully shape a smaller part of the driveway to allow the water to sheet off before the bridge to avoid crossing our road. This only happens in severe weather.

Once the Race Ally project was complete time was spent time catching up with mowing and trimming our properties, and road sides. Sign replacement of a few signs that were hit by traffic was completed. Wade Reddinger from the Community Works Program has been in touch and the borough is scheduled in for them to come down the week of August 11. They will be painting curbs and lines along Rt. 45 and cleaning up the necessary weeds in the same area and if time allows also painting lines in the municipal parking lot. Cleaning out the Race is also on the list. Ben Haupt is looking at the end of August to take the tree trees down that were estimated.

The water plant is running amazing. All sampling is going as scheduled. We have lead and copper samples coming up between now and Sept. 30th 2025. These samples only need done every 3 years. DEP has designated houses to be sampled there are 10. Denise and Justin are working on updating the list because of tenant changes. There is a FPPE (filter plant performance evaluation) coming up in Oct. 2025. That is a 2 day inspection we can expect a punch list of improvement needed to plant. Justin Kerstetter is waiting on bids for the on board generator.

Sewer plant was running great and test results are coming back on point until 9:30 pm Aug 11th 2025. At this point the plant had to run manually and due to not much flow because of no rain it was able to hold until

10:15am Aug 12th and then had to bypass 8,415 gallons. Conveniently a DEP inspection was also scheduled for Aug. 12th with Paige Bowers. Inspection went very well and she was very happy with the maintenance being done on site in such a timely manner. Nick from Nittany Controls was able to come in the afternoon of the 12th and determined that it because of a power outage that caused the pump station not run.

Mr. Kerstetter is waiting to hear from John Segursky about the contact tank project.

New Action Items

Invoices: none

Resolution 2025-08 Suicide Prevention Month:

A motion was made by Cecilia Gallup to adopt Resolution 2025-08 designating the month of September 2025 as Millheim Borough Suicide awareness and prevention month and designating September 10, 2025 as Millheim Borough suicide awareness and prevention day, seconded by Beth Cottrell. Motion passed

EMS- Joint Municipal Agreement:

Gary Stine presented the new EMS Joint Authority agreement. This agreement is designed financially assist Penns Valley EMS. They are requesting that each participating municipality contribute ½ mill (0.0005) of the current year tax assessment for applicable properties as determined by the Centre County Assessment office. Based off of the current property tax assessment Millheim Borough would be responsible for \$7,708.00 for the year 2025. A motion was made by Beth Cottrell to accept and sign the EMS Joint Authority Agreement as presented, seconded by Cecilia Gallup. Motion passed.

First Responders Policy:

It has been brought to our attention that surrounding municipalities have an employee policy in place that permits employees to leave their work area to assist fire and emergency calls, employees continue to be paid for the time they are assisting first responders. Borough council will gather additional information but was requested to consider putting a similar policy in place.

Old Action Items

Infrastructure updates:

DCED Multimodal Grant Bridge Project:

At this time, Buchart Horn wants to hold this bidding another month while bidding is completed on other projects. Robert Zeigler requested that the bid package be prepared and advertised as this bidding has been pushed back for months. John Segursky assured Mr. Zeigler that progress will be made and reflected in next month's report.

WWTP Project – Equalizer tank:

Buchart Horn is trying to meet with the operator to modify the project scope on the civil site side of the project. Mr. Segursky spoke with the low bidder and the bidder felt that with the changes being proposed we could see a project between \$80-\$100k. Once changes are reviewed with Mr. Kerstetter Mr. Segursky will modify the drawings and specs, submit the permit application, and send the office the advertisement to place it out to bid again

Raw Water Main Replacement. Contracts have been forwarded for signature. Buchart Horn will assemble final executed documents and issue the Notice of Award and Notice to Proceed. Then schedule the Preconstruction Conference.

Commonwealth Financing Authority – Multimodal Transportation Fund A. Grant application was submitted on behalf of the Borough.

VCBA update; Rt. 45 getaway has wrapped up, 28 participants and 144 responses.

Town Hall updates – none

Lion's Club offer to Millheim for the park and pool

Accept or deny the offer:

A motion was made by Robert Zeigler to accept the gift of the Soldiers and Sailors Memorial Park with the terms as established by Millheim Lions Club, seconded by Katie Blume, Motion passed. Solicitor Miller will move forward with drawing up all legal documents required.

A motion was made by Cecilia Gallup to establish a memorandum of understanding with PVPRA fulfilling the Lions Club request to have PVPRA retain responsibility of operating the pool for up to two years, seconded by Beth Cottrell. Motion passed. This will take place once the deed has been transfer to Millheim Borough.

Recreation Authority process:

Katie Blume will help prepare a letter explaining the need and responsibilities of a Recreation Authority with a request to have this topic placed on a monthly agenda. This letter will be sent to the surrounding municipalities.

Secretary's Report:

Water billing:

A request has been received by a property owner to have the water billing sent directly to another party. Ordinance states it is to be mailed to the customer. A motion was made by Robert Zeigler to continue to mail water billing to only the property owner (customer) but allow a copy of the bill to be emailed to another party, seconded by Beth Cottrell. Motion passed.

Late water notices will continued to be mailed directly to property owner and physically posted on the delinquent property.

A motion was made by Cecilia Gallup to adjourn seconded by Beth Cottrell. Motion passed. Meeting adjourned at 8:22 PM

Denise Immel, Borough Secretary

