

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
September 09, 2025

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

Citizens present: none

Citizens input: none.

A motion was made by Cecilia Gallup to approve the August 12, 2025 council minutes, seconded by Katie Blume. Motion passed.

A motion was made by Katie Blume to approve the August 2025 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.

Code enforcement has notified Millheim Borough of the upcoming retirement of Ray Hankinson as our Building Code Official (BCO). Justin Dashem and Michael Lesniak are both Certified BCO's and have requested Millheim Borough approve both as our Building Code Officials. A motion was made by Katie Blume to appoint Justin Dashem and Michael Lesniak as BCO's for the Millheim Borough, seconded by Cecilia Gallup. Motion passed. Katie Blume will sign the BCO change form and return to Penns Valley Code office.

No reports from HARB or planning.

Employees Report

The first half of the month was spent cleaning up our properties. On August 11th we had the community work release program come down from Rockview to help take care of line painting, cleaning out the race, and work on the property surrounding the water tower.

Seth Narehood from dirt and gravel was down for the final inspection of Race Aly, everything looked good now we just have final paperwork to sign.

Some homeowners have asked for storm clean up from a previous storm, all has been picked up. Brush cleanup is scheduled for the week of October 27th to 31st, leaves will start being picked up November 3rd and will continue until there are no more leaves put out or until plows and salt spreader need put on trucks.

The last week of August Ben Haupt was here to remove three trees. Due to some issues at the sewer plant and scheduling with Poorman's welding for the crane truck we replaced for membranes to get the sewer plant back up and running 100%.

A motion was made by Cecilia Gallup to hold brush collection from October 27, 2025 thru October 31, 2025 and leaf collection beginning November 3, 2025 continuing until no leaves are put out or until the snow plows and salt spreader need to be installed on the trucks, seconded by Katie Blume. Motion passed.

The old lap top housing Microsoft has died. The new lap top will need to have Microsoft added. Microsoft can no longer be used free of charge. A motion was made by Cecilia Gallup to authorize the purchase of Microsoft by Adam DeGarmo, seconded by Katie Blume. Motion passed.

A motion was made by Cecilia Gallup to purchase fresh apparel for the Borough's work crew, purchase price not to exceed \$800.00, seconded by Katie Blume. Motion passed.

New Action Items

Invoices:

A motion was made by Cecilia Gallup to pay invoice #128540 in the amount of \$400.00 to Buchart Horn for services rendered on the equalization tank and invoice #128541 in the amount of \$2,600.00 to Buchart Horn for the raw water main replacement project, seconded by Katie Blume. Motion passed.

A motion was made by Cecilia Gallup to pay the invoice from A3-USA in the amount of \$15,000.00 for the purchase of 2 U70 membrane models, seconded by Katie Blume. Motion passed.

Trick or Treat:

A motion was made by Cecilia Gallup to hold Trick or Treat on October 31, 2025 between the hours of 6:00 PM and 8:00 PM, seconded by Katie Blume. Motion passed.

Budget meetings:

Robert Zeigler will send a Doodle request allowing all to enter the dates best suiting their schedules.

Hodson Energy lease renewal:

Dave Swanson of Hodson Energy was present to answer questions on the lease renewal for the mountain ground solar project. Solicitor Miller has reviewed the lease renewal document and requested some changes and additions. Mr. Swanson will have the lease renewal updated and will forward to have council and Solicitor Miller review.

DEP mailing waiver:

Zane Dutton, surveyor working on the Kerstetter Subdivision submitted a DEP mailing waiver that is required by Centre County planning, for signature. A motion was made by Katie Blume to sign the document certifying that the public sewer service facility proposed for use has the capacity and that no overloads exists or are projected within 5 years, seconded by Cecilia Gallup. Motion passed.

Centre County Liquid Fuels:

Centre County Commissioner are accepting application for funding assistance through the 2026 County Liquid Fuels program. Application deadline is October 17, 2025. A motion was made by Cecilia Gallup to resubmit the request to pave North High Street, Hillcrest Avenue and Cherry Street, with a 10% match, seconded by Katie Blume. Motion passed. Matt KeNepp will be contacted for updated estimate and Robert Zeigler will prepare the application.

Old Action Items:

DCED Multimodal Grant Bridge Project:

Buchart Horn has have been working with their structural engineer sub consultant Chilton Designs to finalize drawings and specifications for bidding. They are waiting for his final drawings. Project will be presented in October for authorization to bid.

WWTP Project – Equalization Tank:

Trying to meet with the operator to modify the project scope on the civil site side of the project. Buchart Horn has spoken with the low bidder and he felt that with the changes that were discussed with him we could see a project between \$80-\$100k. Once Justin is on board with the changes Buchart Horn 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 executed and the contractor has received Notice to Proceed. The Preconstruction Conference will be held shortly and construction will begin.

Assisting first responder's policy:

First responder policy from neighboring municipalities were reviewed. A draft will be drawn up for review at the next council meeting.

VCBA update – no report

Town hall/open forum update – no report

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

Transfer Agreement:

A motion was made by Katie Blume to authorize the signing of the Agreement to Donate Real Estate as presented, seconded by Cecilia Gallup. Motion passed.

Meeting ended at 7:25 PM

Denise Immel, Millheim Borough Secretary