

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 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 Nickelaus Engle. Also in attendance Cim Besecker, Borough Treasurer, Denise Immel, Borough Secretary and Solicitor John Miller. Absent: Mayor Steve Myers, Katie Blume and Beth Cottrell.

Citizens present: none

Citizens input: none

A motion was made by Cecilia Gallup to approve the October 29, 2025 budget council minutes, the November 11, 2025 council minutes and the November 21, 2025 council minutes as presented, seconded by Nickelaus Engle. Motion passed.

A motion was made by Robert Zeigler to approve the November 2025 financials as presented, seconded by Nickelaus Engle. Motion passed.

Code Enforcement/HARB/Planning Commission reports:

The Code Enforcement report was reviewed with no questions or comments. Michael Lesniak was present to discuss the ordinance violation enforcement policy. This would outline a clear process that would handle code violations within the borough. A motion was made by Nickelaus Engle to move forward with the ordinance, with code enforcement listing the ordinance that will be affected, seconded by Cecilia Gallup Motion passed.

No reports from HARB or Planning Commission.

New Action Items

Invoices: none

Approve 2026 Budget:

The 2026 Millheim Borough Budgets was advertised as required. A motion was made by Cecilia Gallup to adopt the 2026 budgets as presented, seconded by Nickelaus Engle. Motion passed.

Approve meeting dates:

A motion was made by Nickelaus Engle to continue scheduling council meetings for the second Tuesday of every month with the exception of the reorganizational meeting which will be held on Monday January 05, 2026, all beginning at 7:00 PM, a second council meeting to be held if needed on the second Friday following the regularly scheduled meeting beginning at 8:30 AM. Planning meetings to continue on the 4th Tuesday of every month beginning at 7:00 PM and HARB to be held on the first Tuesday of

every month beginning at 7:00 PM, seconded by Cecilia Gallup. Motion passed. Ms. Immel will advertise meeting as required.

Town Halls:

Discussion was held on how beneficial the town hall meetings have been and is it necessary for these to continue. A motion was made by Nickelaus Engle to continue holding Town Hall meetings prior to the first council meeting of every month, from 6:00 PM to 7:00 PM., seconded by Cecilia Gallup. Motion passed. Ms. Immel will advertise as required.

Reichard Cemetery Resolution:

A motion was made by Robert Zeigler to adopt Resolution 2025-13 recognizing the need to memorialize Reichard Cemetery, a location that is on private property and has over twenty buried individuals including, but not limited to the founder of Millheim Borough, Johann Josepf Reichard, members of his family, veterans of the Revolutionary War and other conflict and other individuals, seconded by Nickelaus Engle. Motion passed.

Tax Resolution:

A motion was made by Nickelaus Engel to adopt Resolution 2025-14, levying the tax rate for the year 2026 at the same rate of 5.00 mills on the assessed value of real property located within the Borough of Millheim as was levied for the year 2025, seconded by Cecilia Gallup. Motion passed.

Equipment purchase:

A motion was made by Cecilia Gallup to authorize the purchase of a Kioti skid steer, with trade in of our existing skid steer, and purchase of brushes for equipment, from Hoover Tractor, total package \$44,357.20, purchase price split equally between liquid fuels and general, seconded by Nickelaus Engle. Motion passed.

Old Action Items

Infrastructure updates:

DCED Multimodal grant bridge project:

Buchart Horn has been working with their structural engineer sub consultant Chilton Designs to finalize drawings and specifications for bidding. Awaiting final drawings. Hillis Carnes had an issue with their drill rig and moved drilling to the week of December 8th.

WWTP project – equalization tank

Kappe Associates and Mid Atlantic Storage are still working through. Discussion has been held on the issues and changes to try to get a better price proposal for the civil work. The permit application is in the works and will be submitted once completed.

Grant application for waster sewer upgrades:

The grant application was submitted prior to the November 30, 2025 deadline. As a refresher this application was to make improvements to the water treatment plant to add a backup power source and to do electrical upgrades to be able to add aeration to the Equalization Tank.

Lions Club offer to Millheim for park and pool:

Memorandum of understanding:

Council reviewed the memorandum of understanding as presented by Solicitor Miller, there are no additions or corrections. A motion was made by Nickelaus Engle to accept the memorandum of understanding with an effective date of January 31, 2026, seconded by Cecilia Gallup. Motion passed.

Update on property transfer:

The deed has been signed by Shane Royer, Lions Club president. Solicitor Miller explained the benefit of keeping the property in clean and green, in regards to transfer taxes. A motion was made by Nickelaus Engle to accept the signed deed and keep the property in clean and green, seconded by Cecilia Gallup. Motion passed.

VCBA updater:

Discussion is being held on forming a business authority

Clock Tower:

Small donation are coming in. A motion was made by Robert Zeigler to send thank you notes to contributor, 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.

A motion was made by Nickelaus Engle to adjourn, seconded by Cecilia Gallup. Motion passed. Meeting adjourned at 8:10 PM

Denise Immel, Borough Secretary