

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
June 09, 2026

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

Citizens present: Amber May, Tammy Myers, Mark Engle, Kathy Highbaugh, Denise Sticha for Centre County Library, Lisa Shaffer for East Penns Valley Library, Earl Kilmer for ARRO and Michele Aukerman for Rettew

Citizens input:

Kathy Highbaugh – kudos to Cim Besecker for her work on planting and mulching of Fountain Park.

A motion was made by Robert Zeigler to approve the May 12, 2026, council minutes and the May 22, 2026 council minutes seconded by Marissa Evankovich. Motion passed.

A motion was made by Robert Zeigler to approve the May 2026 financials as presented, seconded by Marissa Evankovich. Motion passed.

A motion was made by Robert Zeigler to close the sewer money market account and transfer all funds to the sewer checking, 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 Planning Commission.

Employee Report:

Throughout the month of May a lot of time has been spent at Soldiers and Sailors Park. PVHS donated some community service hours, there were 2 groups of 9 students who donated their time to help freshen up the park's appearance. They painted the outside benches and picnic tables, the train playground, and all the tables under the Lions Club pavilion. The students also cleaned out and organized the concession building. The volleyball court will be prepared for the summer league. The fountain has been installed at Fountain Park and the water turned on. The 8 flower baskets were dropped off at Breezy Acres; they have been hung up and are looking good. Street sweeping is still not done there are still have a few roads to do. We hope to finish Elk, Water, and Center St. asap with hopes that it will rains during the work day.

New Action Items

Invoices:

A motion was made by Beth Cottrell to approve payment of invoice number BT3664246 in the amount of \$3,675.00 to Baker Tilly for interim billing for the 2025 audit, invoice 1465034 to DEP for the annual fee for NPDES permits in the amount of \$1,000.00 and the biannual payment on loan #603334227 to Northwest in the amount of \$56,471.81, seconded by Rober Zeigler. Motion passed.

Soldiers & Sailors Park & Pool planning (PSU Extension)

Robert Zeilger and Nick Engle have been speaking with Harry Crissy, Economic Resource Development Agent, Penn State Extension on various programs to enrich our community and attract tourism to the area. There are currently two (2) grants available. The Ready Community grant is available to assist communities in implementing recreational activities such as pickleball courts and edible trails. There is also an USDA grant available for \$100,000.00 that could be used to replace the foot bridge across Elk Creek leading to Soldiers and Sailors Park. Mr. Crissy would be able to process the Ready's Community grant and the borough would need to process the paper work for the USDA grant which has a due date of June 30, 2026.

A motion was made by Robert Zeigler to pursue both the USDA grant and the Ready's Community grant, seconded by Beth Cottrell. Motion passed.

Centre County Library:

Denise Sticha and Lisa Shaffer presented the plans for the expansion of the Centre Hall Library. Talks on the expansion started in 2010 and expansion is now ready to begin. Expansion will allow for more book space and include a meeting room and a dedicated study room, they will also be upgrading the HVAC system and installing additional electrical outlets that will be available for public use.

The Penns Valley School board, who owns the land and building, has approved the 2.5-million-dollar expansion.

A grant has been awarded to the library in the amount of \$750,000.00 with a 1 on 1 match. Fund raising has begun, with the completion of the expansion to be the end of 2027.

This will not affect the East Penns Valley Library, it will remain open and operated by the Friends of the East Penns Valley board.

Pride Month Resolution 2026-02:

A motion was made by Beth Cottrell to adopt Resolution 2026-02, recognizing and supporting LGBTQ+ Pride Month June 2026, seconded by Marissa Evankovich. Motion passed.

Tax Collector comments:

Kathy Highbaugh explained that the company providing credit card services to tax collectors has agreed to waive the \$99.00 yearly fee. There will be a tax collector meeting shortly and more information will follow. She does not feel card services could be set up in time to use for the school taxes this fall but wants council to be aware and consider accepting card payment for the spring county municipal taxes.

Old Action Items

Water and sewer updates

Operation update:

Earl Kilmer reported that the water plant is running smoothly.

Robinson was contacted to haul sludge from the sewer plant to Bellefonte due to the increase of storm water entering the system. The increase could be caused by the rain storms but concerns was raised

that residents may have down spouting and sump pumps emptying into the storm sewer lines. This is an ordinance violation and negatively affect the operation of the sewer plant.

Infrastructure update:

WWTP Equalization Tank (0218306604):

RETTEW has begun preparation of the WQM Part II Permit application for the proposed 131,000-gallon equalization tank. The final application should be ready for submission by the week of June 15th.

RETTEW is able to provide on-going support as needed for the temporary equalization tanks (frac tanks) that can be used until the permit is issued and the new tank is constructed.

Phillips Creek Reservoir Dam (0218306470):

RETTEW conducted a structural inspection of the dam on June 2nd they are compiling those observations into a formal report with any recommendations. RETTEW has followed up with the Borough's insurance company and will provide a copy of the forthcoming dam inspection report. Once the report is complete, the next step will be to set up a call with the PA DEP Division of Dam Safety to review the findings and discuss the next steps.

Mill Race Bridge Replacement (0218306603):

RETTEW presented a proposal for the design, permitting, and bidding of a project to replace the bridges that carry Plum Street and Elk Street across the Mill Race. A motion was made by Robert Zeigler to accept the proposal as presented by Rettew and authorize Cecilia Gallup to execute the agreement, seconded by Beth Cottrell. Motion passed.

Road project bid – completed at the May meeting

On call engineer support

WWTP Corrective Action Plan

As a result of the 2025 Chapter 94 Report demonstrating an existing organic overload, the Borough is required to submit a Corrective Action Plan to the Pennsylvania Department of Environmental Protection to address the apparent overload and provide for a program/schedule for the control of new connections. The primary corrective action will continue to be increased influent sampling frequency beyond the minimal sampling required by the plant's NPDES permit. Originally, the proposed CAP was only intended to address the influent organics. However, the subsequent May 20, 2026, correspondence received by the Borough from the PA DEP identifies additional violations which must be addressed within a corrective action plan submitted to the PA DEP by July 17, 2026, including the lack of composite sampling and an investigation into the high flows entering the Borough's collection system. RETTEW's intent is to work with the operations team to prepare a single corrective action plan addressing each of the above issues.

Filter Plant Performance Evaluation – RETTEW is able to provide support as needed to address the deficiencies noted in the PA DEP's March 5, 2026, inspection report. Corrective actions should be completed by July 3, 2026, unless otherwise approved.

Water and Wastewater System Capital Improvement Program – RETTEW is preparing a proposal to the Borough to assist Borough staff and operations team in developing a Capital Improvement Plan (CIP)

that identifies needs and priority levels and provides estimated project costs and recommended time frames for implementation. This document will also assist the Borough in planning its financial resources, including grants.

Park and Rec updates:

A \$250,000.00 grant application has been submitted to DCED.

RFP process:

Heather House will be meeting with an engineer and photographer to begin collection of Information and photos in preparation for the request for proposals (bids).

Mayor's Report

Mayor Engle is meeting with representative from the Hamer Center, would like to the students do a presentation for a town hall meeting. Also suggested the Borough enter a float in the Fireman's parade.

Secretary's report

Borough maintenance crew has requested permission to obtain a 30-yard dumpster to dispose of the sewer membranes sitting outside the plant and other debris. Three vendors and quotes were presented. A motion was made by Beth Cottrell to rent the dumpster from Love's Disposal as they were the lowest, seconded by Robert Zeigler. Motion passed.

Drainage easement:

A drainage easement will be required for the drainage line that will go under Gramley Avenue and deposit water on the property owned by Vince Smith. Rettew will be working with Adam DeGarmo to obtain a legal description of the property for the drainage off of Gramley Avenue. Solicitor Miller will then be able to prepare the legal easement for Vince Smith to sign.

A motion was made by Marissa Evankovich to adjourn, seconded by Robert Zeigler. Motion passed.

Meeting adjourned at 9:08 PM

Denise Immel, Borough Secretary