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
OCTOBER 13, 2026

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

Citizens present: Michele Aukerman for Rettew. Anne Messner representing CCMPO, Tammy Myers, Catherine Bryson, Douglas Kalmbach and Amber May

Citizens input: none

A motion was made by Robert Zeigler to approve the September 08, 2026 council minutes and the September 21, 2026 and September 22, 2026 budget minutes as presented, seconded by Beth Cottrell. Motion passed.

A motion was made by Robert Zeigler to approve the September 2026 financials as presented, seconded by Marissa Evankovich. 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. Solicitor Miller advised council that Act 29 took effect September 8, 2026, this act requires owners of non-owner-occupied real property to submit and maintain designated contact information with their assessment office. The collection and reporting of this information will likely become the responsibility of the borough.

Employee report:
The 2015 truck was due for inspection. Nothing was needed both trucks will be serviced and gotten ready for the winter months. The skid steer was also due for its first free service from Hoover Tractor; it is good to go and in great shape Two road drains were in desperate need of fixing., one was the intersection of Pine St. and East Stover, the other was by 106 West St. both have been repaired and are working nicely. Cold patch has been placed in needed spots. One of the bigger storms caused some road washout on Long Lane and Park Road. Both were cleaned up and fixed. Before winter the road sides will be repaired as needed and the stone allies along Penn Street will be worked on.

New Action Items
Invoices:
A motion was made by Robert Zeigler to pay invoice #6800137809 to Heidelberg Materials for antiskid in the amount of $553.99, invoice #267884 to Robinson Septic for jetter truck in the amount of $875.00,

invoice #3304 to Doty & Hench for bond renewal in the amount of $280.00, invoice #F-002848-004 to Field Force for frac tank rental in the amount of $4,060.00, invoice #F-002872-003 to Field Force for equipment rental in the amount of $5,568.00, invoice # 54209040 to Univar for WWTP chemicals in the amount of $602.00, invoice #54209042 to Univar for WFP chemicals in the amount $1,660.53 and one third of invoice to Process Control for equipment and installation at water plant in the amount of $13,492.66., seconded by Beth Cottrell. Motion passed.

CCMPO:
Anne Messner presented an update on studies that have been done or being done to improve transportation and sidewalk safety.

Library lease:
A motion was made by Beth Cottrell to authorize the signing of the 5-year lease with East Penns Valley Library, seconded by Robert Zeigler. Motion passed.

Resolution 2026-06 and 2026-07:
A motion was made by Marissa Evankovich to adopt resolution 2026-06 increasing the monthly water usage charge from $7.00 per 1000 gallons used per month to $10.00 per 1000 gallons used per month, seconded by Robert Zeigler. Motion passed
A motion was made by Beth Cottrell to adopt resolution 2026-07 increasing the monthly flat rate user charge payable per equivalent dwelling unit from $75.00 to $80.00 for use of the Borough's community sewage disposal system, seconded by Robert Zeigler. Motion passed.

Approve budget for advertising:
A motion was made by Robert Zeigler to approve the proposed 2027 budget for Park and Recs, seconded by Beth Cottrell. Motion passed.
A motion was made by Robert Zeigler to advertise the proposed borough budget as presented, seconded by Marissa Evankovich. Motion passed.

Kuharchik proposal:
A motion was made by Robert Zeigler to accept the proposal for labor, and equipment necessary to replace wooden utility pole at Fountain Park in the amount of $7,850.00, seconded by Beth Cottrell. Motion passed.

BAI Group – no report

Old action items
Water sewer updates: no report

Act 537 Sewage Planning:
Based on on-going conversations with the PADEP, the first step in identifying any significant changes to the wastewater treatment technology will be to update the Borough's Act 537 Plan. PADEP will not permit any change in plant capacity or significant upgrades without an approved Act 537 Plan. Prior to beginning Act 537 planning, a Task Activity Report (TAR) must be prepared and approved by the Borough and the PADEP. The TAR will include an outline of the Study, as well as the overall scope, tasks to be completed, and the geographic area to be studied. Finally, the TAR will provide a cost

estimate of the Act 537 Study. A motion was made by Robert Zeigler to authorize Rettew to develop a Task Activity Report at a cost of approximately $7,000.00, seconded by Beth Cottrell. Motion passed.

PA Rural Water – not present

Infrastructure update
WWTP Corrective Action Plan:
A Corrective Action Plan (CAP) has been submitted to the Pennsylvania Department of Environmental Protection to address the apparent overload and provide for a program/schedule for the control of new connections. Many of the items are tasks that are already underway.
Through the CAP RETTEW requested the release of connections (EDUs) at various milestones, the PADEP has not yet agreed to a schedule for releasing connections without further progress on addressing the organic overload and wet weather flows. As work proceeds on implementing the CAP, RETTEW suggest requesting the release of EDUs in writing as soon as a milestone is achieved schedule.

WWTP Equalization Tank**:**
The WQM Part II Permit application for the proposed 131,000-gallon equalization tank was issued by the PA DEP on September 17th. RETTEW is working with Kappe Associates to obtain final Costars pricing for the tank and ancillary systems (i.e. blower, aeration system, valves, etc.)

Phillips Creek Reservoir Dam:
RETTEW held a call with the PA DEP Division of Dam Safety on August 25th to review the draft dam inspection report and to discuss the next steps. DEP is reviewing the list of recommendations to determine if any environmental permits will be required to do the work.
RETTEW is finalizing the Dam Inspection Report and will provide a copy to the PADEP. They have begun the preliminary engineering of the required repairs to the Reservoir Dam. They have provided a copy of the memo summarizing the structural inspection of the dam to the Borough's insurance company on July 27th. Doty & Hench is requesting a timeline for completing the recommended repairs. They will provide them with an estimated schedule as soon as permitting impacts are known.

Water Treatment Plant Feasibility Study**:**
RETTEW is working on the Feasibility Study for the Water Treatment Plant, including all replacement options.

Wastewater Treatment Plant**:**
RETTEW is working on the Feasibility Study for the Wastewater Treatment Plant, including all replacement options. This alternatives analysis will be able to be directly incorporated into a forthcoming Act 537 Study as noted above.

Mill Race Bridge Replacement**:**
RETTEW is working with the pre-engineered bridge manufacturer and structural engineer to prepare the preliminary design of the bridges. RETTEW met with Borough personnel to review options for reconstructing the Elk Street bridge due to the bridge's skew and variable width. They have received updated quotes from the bridge manufacturer for both Elk Street and Plum Street and have prepared an updated project cost estimate for the Borough's review. They anticipate design and permitting to be finalized this fall, followed by the Borough's purchase of the bridge panels through Costars and

bidding the installation over the winter. The goal is to be ready to construct the foundations and set the bridges as soon as weather permits in the spring, with construction completed by June 2027.

Park and Rec update
Authority update:
Authority guidelines will not permit non borough residents to participate if their residential township or borough is not an authority member. The formation of the authority is temporally suspended.

Pool RFP:
RETTEW is working on the preparation.

Centre County Liquid Fuel application:
A motion was made by Beth Cottrell to submit the liquid fuels application in the amount of $150,000.00 to be used for the completion of the Elk Creek bridge project, seconded by Robert Zeigler. Motion passed.

Ordinance 284:
A motion was made by Robert Zeigler to adopt Ordinance 284 amending certain sections of the Millheim Borough code of ordinance allowing for the placement of fines if certain violations are not corrected, seconded by Marissa Evankoviovh. Motion passed.

Secretary's report:
Ordinance:
A reminder to all council member to review the draft ordinances handed out the August meeting.

Grease trap letters were mail on August 22, 2026. To date we have received very few responses. An email will be sent reminding business of the deadline of October 22, 2026.

PTO payout request:
A motion was made by Robert Zeigler to approve Michale Confer's request for a 40-hour vacation payout request, seconded by Marissa Evankovich. Motion passed.

Sewer blockage 114-118 W. Main St.:
The sewer line at this property was reported blocked with baby or facial wipes, this is the second time this has occurred, first occurrence was end of March 2026. Robinson Septic was called to bring in a jetter truck to clear the blockage at the cost of $875.00. A motion was made by Robert Zeigler to bill the property owner for the expense, seconded by Beth Cottrell. Motion passed.

Brannon's
A motion was made by Marissa Evankovich to remove the port a potty supplied by Brannon's and reinstate service in April of 2027, Seconded by Beth Cottrell. Motion passed.

EMS contribution:
A motion was made by Beth Cottrell to adopt the proposed resolution 2026-08 authorizing the expenditure of $7,928.72 to Penns Valley EMS for the Borough's contribution for 2026, with $6,772.56

coming from the Local Service Tax funds and $1,156.56 coming from general funds, seconded by Robert Zeigler, Motion passed.

Citizens comments:
Amber May gave her verbal resignation as the lead on beautification committee. Rober Zeigler requested an email or letter for proper tracking.

A motion was made by Marissa Evankovioh to adjourn, seconded by Robert Zeigler. Motion passed. Meeting adjourned at 8:51 PM.

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Denise Immel, Borough Secretary