

**MILLHEIM BOROUGH COUNCIL  
225 EAST MAIN STREET  
P.O. BOX 421  
MILLHEIM, PA 16854  
(CENTRE COUNTY)**

**FAX (814) 349-5733**

**PHONE (814) 349-5350**

**BUDGET MEETING**

**October 3<sup>rd</sup>, 2018**

President Alan Ilgen called the budget meeting of the Millheim Borough Council to order at 7:00 p.m. with the following persons in attendance: Alan Ilgen, Ed Bowman, Patty Beckenbaugh, Lauralee Snyder, Robert Zeigler and Beth Cowher.

The meeting order followed the agenda.

The duties of Borough Secretary/Treasurer and Water and Sewer Secretary were discussed. It is the desire of the Council to have these positions cross-trained so that Tracey and Denise can back each other up and be able to help/support one another. It was decided that Tracey to continue as Borough Secretary/Treasure @ 15 hours per week, and to increase Denise's office hours to 25 hours per week. Also, the advertisement for the Secretary/Treasure position to be removed from the draft newsletter.

For the rest of the evening, the General Fund Budget was reviewed and discussed at length. No formal action taken at this time.

Motion to adjourn was made by E. Bowman, second by P. Beckenbaugh. All approved.