

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 10, 2019

President Alan Ilgen called the meeting to order with the pledging of allegiance at 7:00 PM. Council members in attendance: Al Ilgen, Robert Zeigler, Stephen Myers, Beth Cowher and Mayor Lauralee Snyder also in attendance Secretary/Assistant Treasurer Denise Immel and Solicitor John Miller.

Citizens Present: James Echard and Sel Edor representing BAI Group, Shawna and Abbie Long and Leslie Warriner

Citizens Input: Leslie Warriner presented Council with receipts for reimbursement for the years of 2017 and 2018 for expenses she incurred on her charge card while covering the Borough office with no access to a Borough credit card. Council will review expenses and advise Ms. Warriner of decision. Ms. Warriner also complimented the Borough maintenance team on the great job performed on the brush and leaf collection held in November.

Code Enforcement/HARB/Planning Commission Reports: no reports

Employee Reports: no reports

New Action Items:

Approve Final Budget

A motion was made by Robert Zeigler to adopt the 2020 budgets for General, Water, Sewer, Liquid Fuels and Fire Tax, seconded by Beth Cowher. Motion carried.

Adopt Ordinance – 2020 Real Estate Tax rate

Steve Myers made a motion to adopt Ordinance #266 establishing the tax rate for the year 2020 at the rate of 4.00 mills on the value of real property within the Borough, seconded by Robert Zeigler. Motion Carried.

Adopt Resolution 2019-9 – Millheim Fire Company

A motion was made by Beth Cowher to adopt Resolution 2019-9, authorizing the expenditure of \$4009.84 from the Fire Tax Fund to the Millheim Fire Company No. 1 for fire truck loan payments, seconded by Robert Zeigler. Motion carried.

Adopt Resolution 2019-10 – Penns Valley Emergency Medical Services (PVEMS)

A motion was made by Steve Myers to adopt Resolution 2019-10, authorizing the expenditure of \$7,000.00 to PVEMS (\$3,712.23 from the Local Service Tax funds and \$3287.77 from the general fund), as a contribution to help cover operating expenses, seconded by Robert Zeigler. Motion carried.

#### Adopt Resolution 2019-11 – Zoning Board

A motion was made by Steve Myers to adopt resolution 2019-11 appointing Sharon Heckman, Dennis Gates and J. Phil Yanak to the zoning board, seconded by Robert Zeigler. Motion carried.

#### Establish 2020 meeting dates

A motion was made Beth Cowher to approve the meeting dates for Borough Council, Planning Commission and HARB as presented, seconded by Robert Zeigler. Motion carried.

#### Reappoint Sewage Enforcement Officer and approve rate schedule

A motion was made by Steve Myers to appoint Pam Winter as the Borough sewer enforcement officer and Laron Horner as the alternate sewer enforcement officer and approve the fee schedule as presented by Ms. Winter, seconded by Robert Zeigler. Motion carried.

#### Baker Tilly Service Agreement – tabled until agreement is received

#### Solar Project Update:

PPA agreement with SRE has been received and approved by Solicitor Miller. An email has been received from Ben Etherton of APPI advising the Constellation contracts do not have a bandwidth or material change clause so they cannot and do not charge for usage deviation. However, if 100% of their usage will be provided by solar there will be a termination fee, this fee will change according to the market and the time left on the contract when and if it does cancel. Various prepayment options that would allow the Borough to reduce the kilowatt per hour charge were reviewed. A motion was made by Robert Zeigler to prepay to SRE \$100,000.00 to reduce the kilowatt per hour charge to .0300, funds to be borrowed from the water funds and repaid 25% from general funds and 25% from sewer funds after the Borough receives decision on the water and sewer grants that have been submitted, seconded by Steve Myers. Motion carried.

#### PV Code Enforcement Agency Budget- budget was reviewed with no questions or concerns

#### PV Regional Planning Commission meeting changes:

PV Regional Planning has notified member of the request to change the meeting dates to the fourth (4<sup>th</sup>) Tuesday of every month.

#### Old Action Items

#### Small Water & Sewer Grants Update:

Uni-Tec has completed the grant applications for both the water and sewer plants they will be submitted by the due date. Fee of \$100.00 each has been paid by Borough credit card.

Zoning Board Hearing is scheduled for December 18, 2019 beginning at 7:00 PM

New Maintenance Employee- Adam DeGarmo start date of 12-09-2019.

Job Descriptions/Policies – table until December 20, 2019

Weed Ordinance – will need to be reviewed and updated by spring of 2020

A motion was made by Steve Myers to approve the minutes of November 22, 2019, seconded by Robert Zeigler. Motion carried.

A motion was made by Beth Cowher to approve the November financial reports as presented, seconded by Steve Myers. Motion carried.

#### Secretary's Report

Tel Power has given the Borough an estimate of \$4,335.60 to repair the light pole damaged on August 28, 2019 at the intersection of West Main and Penn Street. A letter will be sent to the insurance company requesting payment.

A motion was made by Beth Cowher to enroll in the PSAB Plus membership training for the fee of \$450.00, seconded by Robert Zeigler. Motion carried.

A motion was made Robert Zeigler to reimburse Denise Immel \$40.00 per month for cell phone usage effective immediately and Adam DeGarmo cell phone reimbursement of \$40.00 per month after his 90 day probationary period, seconded by Steve Myers. Motion carried.

A motion was made by Steve Myers to adjourn, seconded by Beth Cowher. Motion carried. Meeting adjourned at 8:32 PM.

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Denise Immel, Secretary/Assistant Treasurer