

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  
March 10, 2020

Robert Zeigler called the meeting to order with the pledging of allegiance at 7:00 PM. Council members in attendance: Robert Zeigler, Steve Myers, Patty Beckenbaugh and Katie Blume. Also in attendance Secretary/Assistant Treasurer Denise Immel and Solicitor John Miller. Absent Beth Cowher and Mayor Lauralee Snyder.

Citizens Present: David Sprowls

Code Enforcement/HARB/Planning Commission Reports:

The Code Enforcement Report was reviewed with no questions or concerns. No reports for HARB or Planning Commission.

Employee Reports:

Mr. Rupert presented a report on the wastewater plant with a request to purchase a grinder pump from OPSCO as a backup for the two influent pumps that have a clogging issue. A motion was made by Steve Myers to approve the purchase of the grinder pump from OPSCO seconded by Patty Beckenbaugh. Motion carried.

A motion was made by Patty Beckenbaugh to pay \$50.00 to DEP and submit the waiver for organic chemical as presented by Mr. Rupert, seconded by Steve Myers. Motion carried.

Millheim is scheduled for a Sludge Press pilot study during the first week of June.

Mr. Rupert is addressing the findings of the inspection of the filtration plant.

Mr. Kerstetter reported that the maintenance crew has all the spring cleanup equipment ready to go. They have received a heads up that PennDot that they may not be sweeping the streets this year, the borough may need to sweep the streets before the Millheim Fireman's parade.

New Action Items:

Census Day/Council Room for Training:

A motion was by Katie Blume to grant permission for the use of the Borough Council room on May 06, 07, 08, 09, 11, 12, 13 and 16, 2020, seconded by Patty Beckenbaugh. Motion carried.

Dry Press Testing:

Millheim is scheduled for a Sludge Press pilot study during the first week of June. This is a trailer mounted study to determine how dry we can make our sludge by pressing out the water. If this proves as an affordable option we will have to, construct a heated building, contract a hauling company and contract a disposal site.

Committee Positions:

Steve Myers made a motion to appoint Leslie Warriner as our alternate representative to Penns Valley Regional Planning Commission and Mark Engle to fill the Vacancy Board position, seconded by Katie Blume. Motion carried.

**Kuppel's Request:**

Per Mr. Kuppel's request and to be in compliance with new Game Commission laws Katie Blume made a motion to rewrite Mr. Kuppel's original agreement dated November 23, 1992, adding that the agreement can be rescinded by either party at any time, that the Borough is released of any and all liability and he must be in compliance with all state laws, seconded by Steve Myers. Motion carried. Solicitor Miller will draw up an agreement for review.

**Centre County Geo Tour:**

The Borough has been contacted by Centre Region Parks and Recreation seeking permission to place a geocache at the gazebo in the small park. Geocaching is a location driven game/hobby, where participants use GPS receivers tracking coordinates published on a website to locate geocaches all over the county. This is an opportunity to bring tourists to the Borough and help support local businesses. Patty Beckenbaugh made a motion to approve the use of the Borough gazebo by CRPR for geocaching, seconded by Katie Blume. Motion carried.

**Cleaning Company:**

The Borough has been notified that our current cleaning company will no longer be servicing our building. Council member will look for a replacement and position will also be posted on our website.

**Resolutions 2020-05 and 2020-06:**

Katie Blume made a motion to adopt Resolution 2020-05 declaring our intent to follow the schedule and procedures for disposition of records as set forth in the Municipal Records Manual approved on December 16, 2008, as amended, seconded by Patty Beckenbaugh. Motion carried.

Patty Beckenbaugh made a motion to adopt Resolution 2020-06 authorizing the disposition and destruction of specific documents, seconded by Katie Blume. Motion carried.

**Newsletter:**

Our spring newsletter should be out by the beginning of April.

**EMS Reports:**

The presented reports were reviewed with no questions or concerns. It was noted that EMS is exploring the possibility of installing solar to reduce costs.

**Old Action Items:**

Small Water and Sewer Grants: no update

**Ordinance Updates:**

Proposed changes to the weed ordinance were reviewed. Steve Myers made a motion to have Solicitor Miller prepare the ordinance for publication in the CDT, seconded by Katie Blume. Motion carried.

Katie Blume made a motion to adopt Ordinance 267 amending a section of the Millheim Borough Code or Ordinances, specifically Chapter 15, Motor Vehicles and Traffic, Part 9, Recreational Motor Vehicles,

Section 904(C) by adding All-Terrain (ATVS) as being excluded from this ordinance if used for lawn care, snow removal or business operation, or any other reasonable property maintenance and/or landscaping, seconded by Steve Myers. Motion carried.

NIMS: This training is mandatory for all council members.

Park Road: no update

Part-Time Secretary/Treasurer Position:

Several applicants were interviewed, based on interviewers' recommendation Katie Blume made a motion to offer the position to Kelly Marshall, starting at \$14.50 per hour with an increase to \$15.00 upon the successful completion of the 90 day probation period, seconded by Steve Myers. Motion carried.

Full Time Maintenance Position:

Based on the recommendation of Justin Kerstetter Katie Blume made a motion to move Adam DeGrom from probationary status to regular full time status and to start cell phone reimbursement of \$40.00 per month, seconded by Steve Myers. Motion carried.

Steve Myers made a motion to approve the issuance of a Borough credit card with a limit of \$500.00 to Adam DeGarmo, seconded by Patty Beckenbaugh. Motion carried.

Secretary's Computer:

Quotes were received to upgrade or replace this computer, based on the age of the existing computer a motion was made by Katie Blume to replace the computer with the new device to include a cost effective security feature, all costs incurred will be split 50/50 between general fund and water fund, seconded by Patty Beckenbaugh. Motion carried.

Committee and Mayor Reports: no reports

Katie Blume made a motion to approve the February 21, 2020 minutes as presented, seconded by Steve Myers. Motion carried.

Katie Blume made a motion to approve the February financials, seconded by Steve Myers. Motion carried.

Secretary's Report:

Liquid fuels funds were received on March 02, 2020 as well as the claims check to repair the pole at the intersection of Main Street.

Wasps have been seen in the library, Steve Myers made a motion to have an exterminator look at the library rooms, seconded by Patty Beckenbaugh. Motion carried.

Katie Blume made a motion to adjourn seconded by Patti Beckenbaugh. Motion carried. Meeting adjourned at 9:00 PM.

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Denise Immel Secretary/Assistant Treasurer

