

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 10, 2023

Robert Zeigler called the meeting to order at 7:00 PM with the pledge of allegiance. Council members in attendance: Cecilia Gallup and Beth Cowher, also in attendance Denise Immel Borough Secretary/Assistant Treasurer, Sherry Corman Borough Treasurer/Assistant Secretary and Solicitor John Miller. Absent Katie Blume, Nickelaus Engle and Mayor Steve Myers.

Citizens present: Angela & Bradley Johnstonbaugh, Fred Johnson, John Bruno, Rusty Long, John Segursky representing Buchart Horn, Bob Barry and Cindy Ross representing Penns Valley EMS, Brandon Musser and Michael Hanson representing Penns Valley Little League and Chris King

Citizens input: A group of concerned citizens expressed their thoughts on the safety of parking on both sides of Penn Street as well as on both sides of Center Street. Concerns included not being able to make the turn from Penn Street on to Center Street, especially for larger vehicles or vehicles towing trailers or campers, because of vehicles parked on the south side. Especially during the winter months when the road ices and it becomes difficult to keep from sliding into to a parked vehicle. Council members and administration stated they have heard this scenario via phone conversation and street conversation over the past year. Due to safety concerns of council members, Cecilia Gallup made a motion to have solicitor John Miller draft a new ordinance designating Center Street no parking on both sides, seconded by Beth Cowher. Motion passed.

Citizens also stated that it is becoming more difficult to pull out from side streets onto Penn Street due to increased parking on both sides of Penn Street between Mill Street and the borough line. When this occurs they feel Penn Street becomes more of a one lane street than the two lane street as it is designated to be by PennDot. Residents state that on many occasions, they have to pull out onto Penn Street to be able to see if there is oncoming traffic. Council agreed to contact PennDot to request a feasibility study and to research the feasibility of designating Penn Street as no parking on either.

A motion was made by Cecilia Gallup to approve the September 12, 19 and 26, 2023 minutes as presented, seconded by Beth Cowher. Motion passed.

A motion was made by Beth Cowher to approve the September 2023 financials as presented, seconded by Cecilia Gallup. Motion passed.

Code Enforcement/HARB/Planning Commission reports:

The Code Enforcement report was reviewed with no questions or comments. No reports from HARB or the Planning Commission.

Employee Report:

Roadside drains and drainage areas have been cleared. The stop sign and stop sign replacement projects have been completed. Quotes have been received for an additional zero turn mower. Quote from

Millheim small engine was \$13,500 for the exact mower we currently have, a second option for \$6,500 was also received from Millheim Small Engine This mower has a much smaller mowing deck and less fuel capacity. Hoover Tractor quoted as \$7,000 for a similar model to our existing mower. The recycling bins have been delivered and are being stored in the old gymnasium. The road salt order has been delivered and anti-skid material has been ordered for the winter season. Plows, trucks and salt spreaders have been serviced for the winter season. Fall cleanup will begin October 23rd.

Cecilia Gallup made a motion to purchase the new zero turn mower from Hoover Tractor, seconded by Beth Cowher. Motion passed.

New Action Items

Invoices:

A motion was made by Beth Cowher to approve the payment of invoice number 121764 in the amount of \$3289.50, and invoice number one to 121767 in the amount of \$1,865.00 to Buchart Horn seconded by Cecilia Gallup. Motion passed.

Budget:

After final review. Beth Cowher made a motion to advertise the proposed 2024 budget, seconded by Cecilia Gallup. Motioned passed. Secretary Immel will see that the advertisement is placed.

EMS Agreement:

Bob Berry and Cindy Ross were present to present the joint municipal agreement for the Penns Valley EMS. This agreement is requesting that each municipality contribute to the Penns Valley EMS an amount equal to ½ mil of the taxable basis of all properties located in its individual municipality for the current year. Beth Cowher made a motion to authorize Robert Zeigler to sign and agree to the document as presented by, seconded by Cecilia Gallup. Motion passed.

Baseball field:

Brandon Musser and Michael Hanson, representing the Penn's Valley Little League, are requesting permission to create a 50/70 field, which will create a field for 11 to 13 year olds to compete. This will require moving the fence back feet. A motion was made by Beth Cowher to allow Penns Valley Little League to move the fence back by number of feet to create the 50 70 field, seconded by Cecilia Gallup. Motion passed.

Penns Valley Little League would also like to build an attachment to the existing concession stand to house maintenance equipment and baseball equipment. A motion was made by Cecilia Gallup to allow Penns Valley Little League to build an addition on to the concession stand for storage use, seconded by Beth Cowher. Motion passed.

Mr. Musser and Mr. Hanson expressed safety concerns for both players and spectators in regards to the trees that are surrounding the baseball field and surrounding area. They feel that the trees are quite old and present safety concerns with falling limbs. Council agreed to have a tree specialist inspect the trees for safety issues and to receive estimates for removal of all trees and for removal of any safety concerns. Ben Haupt will be contacted for opinion on trees.

Byler parcel zoning:

Chris King presented council with a request for a usage variance on parcel code 33-003-,007-,0000-. Mr. King would like to construct a small manufacturing plant for porch bed swings. These are currently being manufactured at his residence in Penn Township. Council tabled request pending outcome of zoning hearing board.

Old action items

Infrastructure updates:

Screen replacement project:

This project is nearly complete. The meter and level sensor still need to be installed. A double basket screen was moved into a manhole at the plant site. This provided cost savings and easy access.

Greenland construction has submitted application for payment number one in the amount of \$159,125. Cecilia Gallup made a motion to approve payment to Greenland construction and authorizing Robert Ziegler to sign contractor's application, seconded by Beth Cowher. Motion passed.

DCED multimodal grant bridge project:

Buchart Horn is still waiting on a proposal for the pricing. They will then incorporate the detailed drawings. It is the plan to have bid requests for this work out this winter and awarded immediately to allow the shop fabrication work to take place prior to a time when field conditions are suitable.

WWTP Project - Equalization Tank:

Case mapping for the site plan is being completed, and the preliminary design will be presented to the operator for review. The DEP permit application is being prepared to have this treatment added to the plant.

LSA Grant Application:

Millheim Borough is receiving \$400,000.00 from the Local Share Accounting program. This grant is to replace the raw water line from the dam to the new main along SR0445 and a section farther down toward town. This program does not have a match component. Buchart Horn will present an agreement to council to begin this process.

CFA has opened the LSA grant program. Applications are being accepted until November 30th. 2023.

Streets: no updates at this time

Christmas decorations:

Robert Zeigler made a motion to have Beth Cowher select and purchase (8) new decorations for the light poles on Main Street and borough building, decorations cost not to exceed \$7,500.00 funds to be taken from general and or beautification fund, seconded by Cecilia Gallup Motion passed.

Reichard Cemetery:

West Penn Power will not grant permission for the monument to be constructed on their easement.

VCBA update:

VCBA is requesting Millheim Borough to send separate invoices to Happy Valley Adventure Bureau, \$6,250.00 for the Summerfest Grant and \$10,000.00 for the Route 45 Getaway grant. Treasurer Corman will send invoices to Happy Valley Adventure Bureau.

Secretary's Report

Fireman Relief Funding:

Funding has been received from the Auditor General's office in the amount of \$4,613.92. These funds are supporting the volunteer and have been forwarded to the Millheim Fire Company.

Pension funding:

Funding has been received from the auditor general's office in the amount of \$8,429.82. This is the state's portion of our pension plan. The 2023 employer balance is \$1,470.18. Funds totaling \$9,900.00 have been sent to PSAB to satisfy the minimum municipal obligation for our pension.

New copier:

During the recent repairs of our current copier it was noted that the copier is obsolete and that replacement parts are no longer being made. A recommendation was made to purchase a new copier now before we are unable to repair our existing copier. A quote has been received from Nittany Office equipment to purchase a Sharp MX-C303W8 desktop copier. Beth Cowher made a motion to purchase said copier in the amount of \$2,140.00 from Nittany office equipment, seconded by Cecilia Gallup. Motion passed. Secretary Immel will notify Nittany Office.

Cecilia Gallup made a motion to adjourn, seconded by Beth Cowher. Motion passed. Meeting adjourned at 9:35 PM.

Denise Immel Secretary/Assistant Treasurer.