

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
November 14, 2023

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

Citizens present: Chris Evans and Mike Hanson from Penns Valley Little League and Beth Cottrell

Citizens input: Penn's Valley Little League would like to work on an agreement with the Millheim Borough for the use of the gymnasium located in the Borough building basement. The proposed use would be for indoor batting cages and Penns Valley Little League would supply labor and supplies for the work. Katie Blume requested Penns Valley Little League present a written proposal of all improvement they would like to do for council to consider.

A motion was made by Cecilia Gallup to approve the October 10, 2023 minutes as presented, seconded by Robert Zeigler. Motion passed.

A motion was made by Robert Zeigler to approve the August 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.

Katie Bloom made a motion to appoint Bradley Johnstonbaughll to a three year term on the Millheim zoning committee Curt DeSousa to a 2 year term on the zoning committee and William Wolfe to a one year term on the zoning committee. Seconded by Robert Zeigler, Motion passed

Employee Reports:

Brush and leaf collection has started and we will be collecting leaves through the week of November 13, 2023. Beginning of the month the new zero turn mower was ordered and picked it up a week later at Hoover Tractor Mowing is winding down and borough properties are being cleaned up for the winter months. Christmas decorations are ready to be put up, and will be done after Thanksgiving. A lift will need to be rented again this year to hang the decorations.

Penns Valley Little League reached out about using the Gym space, a meeting was held with them and they should be presenting their proposal.

Moving further into November the equipment will be winterized. With the purchase of the zero turn the Steiner tractors have already been winterized for fall clean up and winter snow removal.

Our road crew feels it would be in the best interest to start paving some roads. Just trying to get some sections done a little at a time. More complaints are being received from residents on the condition of local roads.

The water plant had an inspection of October 27, 2023 with no new findings. On November 02, 2023, a major leak was discovered on Church Street, notification came in at 4:00AM, located by 7:45AM, and fixed by 10:30 AM. No residents were affected by the leak as water was rerouted. The leak totaled 140 gallons per minute or 200,000 gallons per day.

A request for the purchase of a manual fork lift, to be used to move chlorine canisters was presented to council. The maintenance crew and water operator currently move these by hand, risking back injuries or other physical injury. Robert Zeigler made a motion to purchase a Dayton manual Fork-Over Stacker for \$1,200.00, seconded by Nickelaus Engle. Motioned passed.

Storage space for new equipment was discussed with no decisions at this time.

Cecilia Gallup made a motion to place an ad in the Bargain Sheet advertising our back hoe, cub cadet and dehumidifier for sale thru the sealed bid process, seconded by Robert Zeigler, Motion passed.

Robert Zeigler made a motion to donate the office copier to a non-profit organization, seconded by Nickelaus Engle. Motion passed.

Road paving was discussed with Hillcrest Avenue and Cherry Street mentioned as possibilities as it is believed these both qualify under as liquid fuels roads.

New Action Items

Invoices:

Robert Zeigler made a motion to pay Pennsylvania rural water membership dues in the amount of \$529.00, seconded by Nickelaus Engle. Motion passed.

Robert Zeigler made a motion to pay Pennsylvania State Association of Boroughs membership dues in the amount of \$228.00 along with the Pennsylvania State Association Boroughs plus program training subscription in the amount of \$450.00, seconded by Cecilia Gallop. Motion passed.

A motion was made by Cecilia Gallop to pay invoice 120928 in the amount of \$575.00 to Buchart Horn for professional services rendered on plant screen and dam weir, seconded by Robert Zeigler. Motion passed.

Budget:

A motion was made by Robert Zeigler to approve and adopt the 2024 budget for the Millheim Borough as advertised, seconded by Nickelaus Engle. Motion passed.

Solvency Fee: not needed

APPI-Constellation:

A motion was made by Robert Zeigler to discontinue the contract with Constellation that provides the electrical power to the Borough and return to West Penn Power effective December 31st 2023 seconded by Nickelaus Engle. Motion passed.

Resolution 2023-10 Fire Company:

Robert Zeigler made a motion to adopt resolution number 2023-10 authorizing the expenditure of \$2,746.32 from the funds collected from the fire tax to the Millheim Fire Company for truck loan payments, seconded by Cecilia Gallup. Motion passed.

Treasurer's Position:

Robert Zeigler made motion to accept the resignation of Sherry Corman as treasurer, effective December 31st 2023 seconded by Cecilia Gallup. Motion passed.

Following the recommendation from the Personnel Committee, Robert Zeigler made a motion to offer the treasurer's position to Cim Besecker, with a probationary salary of \$15.00 per hour following the 90 day probationary period, salary will be raised to \$16.00 per hour. Should Ms. Besecker decline the position the same offer will be made to Brenda Burd seconded by Cecilia Gallop. Motion passed.

Meeting dates:

Robert Zeigler made a motion to approve the Millheim Borough Council meetings, Millheim HARB committee meetings and the Millheim Planning Commission meeting as presented, seconded by Cecilia Gallup. Motion passed.

Sewer License Bonus:

Robert Zeigler made a motion to issue Justin Kerstetter his \$500.00 bonus from the sewer funds for passing the final sewer exam, as per previously agreed, seconded by Nickelaus Engle. Motioned passed.

Old Action Items

Infrastructure updates:

Solar at Sewer:

Construction is expected to begin in early December. The racking installation will begin on 12/11/2023, with the trenching and access roads completed the week prior.

Dam weir:

Greenland Construction is progressing with the work, and it is nearly complete. The meter and level sensor still need to be installed. The delivery date for the meter is still undetermined, and Greenland is hearing that it will ship December 6th. 2023 Greenland construction has submitted an application for payment number two in the amount of \$11,875.00. Cecilia Gallop made a motion to approve payment to Greenland Construction in the amount of \$11,875.00, seconded by Robert Zeigler. Motion passed.

Liquid fuels – bridge project:

A site meeting was held on April 2023 with a bridging company. Buchart Horn is still waiting on their final proposal for pricing. The plan is to bid this work this winter and award immediately to allow the shop fabrication work to take place Prior to a time when field conditions are suitable. Nothing has changed since October's report.

Equalization tank:

Buchart Horn is currently working with a controls group to ensure the proper control phasing of the pump station and the tank. A DEP permit application is needed to have this treatment added to the plant. Robert Ziegler made a motion to have Buchart Horn prepare the permit application for the equalization tank, seconded by Cecilia Gallup. Motion passed.

LSA Grant application:

CFA has opened the LSA grant program with applications being accepted until November 30 the 2023. Buchart Horn has prepared Resolution 2023-11, requesting a Statewide Local Shares Assessment grant for \$900,000.00 from the Commonwealth Financing Authority to be used for the North Street Water Main Replacement Project. The resolution also designates Katie Bloom Council President and Nicholas Engel Council vice president as the officials to execute all documents and agreements between Millheim Borough and the Commonwealth financing authority to facilitate and assist in obtaining the requested grant. Robert Zeigler made a motion to adopt Resolution 2023-11 as presented, also authorizing the payment of the \$100 application fee, seconded by Nickelaus Engle, Motion passed.

Streets:

A motion was made by Robert Zeigler to divide Stover Avenue into E Stover Avenue from Pine Street to Sycamore Street and W Stover Avenue from North High Street to dead end, seconded by Cecilia Gallup. Motion passed.

A motion was made by Robert Ziegler. To have Second and Third Street signs with letters instead of numbers, seconded by Cecilia Gallop. Motion passed.

Katie Blume-yes

Robert Zeigler- yes

Cecilia Gallup- yes

Nickelaus Engle- nay

Center Street parking:

Robert Zeigler made a motion to approve the advertising of the ordinance Amending Chapter 15, Part 3, Section 305 of the Millheim Borough Code of Ordinance by prohibiting the parking, standing or stopping of vehicles on the north side and the south side of the right-of-way of Center Street, from Penn Street to Water Street, seconded by Nickelaus Engle. Motion passed. Solicitor Miller will advertise.

Little League:

Proposal requested.

Pool/Recreation:

The condition of the Soldier and Sailors Memorial pool is deteriorating quickly. The pool is basically dying. There is crumbling concrete, pipes under the pool are leaking and no funds are available to cover all the repairs required. Currently the property is owned by the Millheim Lions Club. Solicitor Miller will Perform a deed search trying to track if there are any clauses about ownership reverting back to any organization or company. Robert Ziegler will do research on the cost of a feasibility study for maintaining and operating of a pool at Soldier and Sailors Memorial Park.

Secretary's Report

Claren Court

Brookside homes has been contacted to supply a legal description of the road in Claren Court. This is the first step in having the road transferred to the Millheim Borough.

CD Renewals:

Three accounts are up for renewal with Mifflinburg Bank. They will offer a 12 month rate of 5.30% with no penalties for early withdrawals. First National Bank will offer 4.80%. Robert Zeigler made a motion to

keep the accounts at Mifflinburg Bank provided we can do deposits as well as withdrawals, second by Nickelaus Engle. Motion passed.

PennVest Transfer:

Robert Zeigler made a motion to transfer \$13,237.00 from the water fund checking to the water project construction account (PennVest) to cover loan payments for 12 month, seconded by Cecilia Gallup. Motion passed.

Tax Collector rent:

The Borough tax collector has been paying \$100.00 rent to the Borough for the use of the Borough office. This space is used for 12 nights a year totaling, 24 hours a year. Robert Zeigler made a motion to void any rental agreement between the Millheim Borough and the Millheim Borough Tax Collector effective with tax year 2023, seconded by Nickelaus Engle. Motion passed.

Nickelaus Engle made a motion to adjourn, seconded by Cecilia Gallup. Motion passed. Meeting adjourned at 9:15 PM.

Denise Immel Secretary/Assistant Treasurer