

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

FAX (814) 349-5733

PHONE (814) 349-5350

**REORGANIZATION MEETING
January 7, 2008**

Mayor Lauralee Snyder called the reorganization meeting of the Millheim Borough Council to order at 7:01 p.m. with the following persons in attendance: Linn Auman, Kay Brown, Tom Strebel, Lauralee Snyder, Sharon Heckman, J. Alan Ilgen, Karen Weiss and other interested citizens.

Absent: Marlene Corl, Monte Shreckengast, and John R. Miller, III.

As part of the reorganization of Council for 2008, Mayor Snyder administered the Oath of Office to newly elected council member, Tom Strebel. It was noted for the record that the Mayor had administered the Oath of Office to Marlene Corl after the December 2007 Council meeting.

The Mayor then explained that because the Council has received notice from the Centre County Board of Election that the other write-in winner has declined, that Council seat is being declared vacant.

A motion was made by Linn Auman and seconded by Kay Brown to appoint J. Alan Ilgen to this vacant Council position. Motion carried. Mayor Snyder then administered the Oath of Office to Mr. Ilgen.

Everyone present joined in the Pledge of Allegiance to the Flag.

Mayor Snyder then requested nominations for President. A motion was made by Kay Brown and seconded by Tom Strebel to appoint Linn Auman as Council President. Motion carried. Mayor Snyder then turned the meeting over to President Auman.

A motion was made by Tom Strebel and seconded by Alan Ilgen to appoint Kay Brown as Vice-President. Motion carried.

After discussion the following appointments were made as part of reorganization of Council as follows:

1. Motion by Tom Strebel seconded by Kay Brown to appoint John R. Miller, III as Solicitor. Motion carried.
2. Motion by Kay Brown seconded by Tom Strebel to appoint Rick Bair as Auditor. Motion carried.
3. Motion by Tom Strebel seconded by Kay Brown to appoint Pamela Winter as SEO for 2008 and to accept the rates for 2008 as submitted by Ms. Winter. Motion carried.
4. Motion by Kay Brown seconded by Tom Strebel to appoint Charles Herr, Jr. as First Alternate SEO for 2008. Motion carried.
5. Motion by Tom Strebel seconded by Kay Brown to appoint Jeff Kreger as Second Alternate SEO for 2008. Motion carried.
6. Motion by Kay Brown seconded by Tom Strebel to appoint Shawn Myers as Local Emergency Management Administrator. Motion carried.
7. Motion by Kay Brown seconded by Tom Strebel to appoint Tammy Myers as Earned Income Tax Collector. Motion carried.
8. Motion by Tom Strebel seconded by Kay Brown to appoint Nittany Engineering & Associates, LLC as the Borough Engineer. Motion carried.
9. Motion by Kay Brown seconded by Tom Strebel to appoint Milford (Pete) Buchanan as the Vacancy Board. Motion carried.
10. Motion by Tom Strebel seconded by Kay Brown to appoint Mayor Snyder as President Pro-Tem. Motion carried.

After discussion the following committee chairperson responsibilities were assigned:

1. Kay Brown to the Streets/Alleys Committee.
2. Tom Strebel to the Sewer Committee.
3. Alan Ilgen to the Building & Insurance Committee.
4. Marlene Corl to the Personnel Committee.
5. Linn Auman to the Water Committee.

Representatives to outside groups will remain the same:

1. Marlene Corl to the Penns Valley Code Enforcement Agency.

2. Lauralee Snyder as the elected representative to the Penns Valley Regional Planning Commission.
3. Sharon Heckman as the non-elected representative to the Penns Valley Regional Planning Commission.

Due the death of Dr. William Young, a new representative needs to be appointed to the Penns Valley Ambulance Association at a future date.

CITIZENS INPUT: None

FIRE COMPANY REPORT: None

CODE ENFORCEMENT REPORT:

A written report submitted by Glenn Ripka was reviewed. Mayor Snyder requested that the Secretary confirm with Mr. Ripka that he has informed District Magistrate Jordan of the Council's decision on the Michael Race sign request.

Kay Brown raised a question about snow being removed from driveways onto Borough streets. President Auman suggested these situations should be handled on a case-by-case basis and if necessary Mr. Ripka could do a letter.

HARB REPORT: None

COMMUNICATIONS TO COUNCIL:

Tom Strebel raised a concern about the parking situation on Main Street on Saturday nights because of increased business at the Hotel and the new Café. President Auman explained that Curt Bierly is to be adding a parking lot that could help the situation in the future but until then Mr. Ripka should make trips through town on Saturday nights to make sure cars aren't parked in front of fire hydrants.

EMPLOYEE REPORTS:

Written reports submitted were reviewed. The Secretary reported the stones were removed from the Race, the reflectors at the new Race wall were installed, and the Christmas decorations were taken down.

PLANNING COMMISSION REPORT:

Tom Strebel explained that the fee-in-lieu of ordinance was discussed. The Secretary explained that the final decision was to table any further discussion on the ordinance until Bob Jacobs and the Solicitor could attend the January 22, 2008 meeting.

Karen Weiss of Nittany Engineering gave a status report on the progress of the sewer plant. She reported that a progress meeting is to be held Wednesday. The A-3 submittal was approved and Ms. Weiss presented the first deduct change order for approval. She explained that during the cost saving value engineering discussions A-3, the membrane manufacturer, proposed that if the Borough paid \$200,000 up front when the submittal was approved there could be a savings of \$50,000 on the project and the over excavation because of the soft spots. The change order is a decrease of \$47,250 bringing the contract price to \$1,659,850. Ms. Weiss presented a drawing showing the new site layout plan after construction is done. Some things were moved closer to shorten some pipe lengths but the function is unchanged. There was just some redesign work to get the cost down. Everything is still within the chain link fence. Ms. Weiss explained that when they found the soft spots they were next to bedrock like a knife edge and the other side of the knife edge was fine. They were able to rip the bedrock out and replace it with #4 structural fill and compact it. CMT Labs was there for the compaction and testing. A motion was made by Tom Strebel and seconded by Kay Brown to accept Change Order #1 for a decrease of \$47,250. Motion carried.

Dennis Heggenstaller is the inspector for Nittany Engineering but Brian Chilton the structural engineer will approve the rebar before the concrete is poured. Roy Rupert will be provided with a revised copy of drawings and President Auman requested a copy for the office also. Karen talked to John Lundy and everything is taken care of with the Code Enforcement Office.

Mss. Weiss then presented Pay Application #2 for HRI in the amount of \$209,700. Ms. Weiss is to confirm that a site visit has been made by the Centre County Conservation Office. A motion was made by Tom Strebel and seconded by Kay Brown to approve Pay Requisition #2 as presented. Motion carried.

Ms. Weiss then presented a letter regarding the Chapter 94 report identifying a not to exceed cost of \$575 to prepare the report. The Secretary explained that, because of the Consent Order, she believes it is in the best interest of the Borough to have the engineers do this report. A motion was made by Tom Strebel and seconded by Alan Ilgen to have Nittany Engineering complete the Chapter 94 report for Millheim Borough at a cost not to exceed \$575. Motion carried.

NEW ACTION:

The Fire Company document for the new fire tax usage was discussed. The Secretary reported that Penn Township has not imposed the fire tax. The Solicitor is to draw up legal documents and look into how the money is to be dispersed. Linn Auman and Tom Strebel volunteered to be the two representatives for Millheim Borough to the Fire Tax Usage Board.

A motion was made by Kay Brown and seconded by Tom Strebel to approve payment of the invoices submitted by Nittany Engineering for a total amount of \$9,034.56. Motion carried.

OLD ACTION:

The Secretary explained the problem with the camera purchased for surveillance for Fountain Park. Morefield Communications has made an offer to the Borough to increase the size of the camera for \$230. After discussion, a motion was made by Alan Ilgen and seconded by Tom Strebel to approve the solution offered by Morefield Communication of \$230 for the new camera. Motion carried.

COMMITTEE/MAYOR REPORTS: None

Based on an appraisal and recommendation from Jim Smith, a motion was made by Tom Strebel and seconded by Kay Brown to give Richard Winebold the safe in the gymnasium.

A motion was made by Tom Strebel and seconded by Kay Brown to approve the December 2007 minutes as presented. Motion carried.

A motion was made by Tom Strebel and seconded by Kay Brown to approve the December 2007 budget as presented. Motion carried.

SECRETARY'S REPORT:

The written report submitted was reviewed. Mrs. Heckman explained that she the State Police fines, which include a portion of speeding violations and any other citations issued, are automatically distributed to the Borough twice a year. She also reported that the new energy efficient lights were installed in the office today. The old type ballast lights are being phased out. After discussion, a motion was made by Tom Strebel and seconded by Kay Brown to approve payment to Stanley C. Bierly, Inc. for the replacement lights in the Borough office in the amount of \$1,100. Motion carried.

A motion was made by Tom Strebel and seconded by Kay Brown to adjourn the meeting at 8:24 p.m.

Sharon A. Heckman, Secretary-Treasurer