

**Milesburg Borough Council Meeting
416 Front Street
April 14, 2025**

Council Members Present: Plummer Davidson, Ethel Kellerman, Shirley Martin, Kirsty Lloyd, Barry Campbell, Jr., and Lauren Davidson-Haupt.

Fred Kellerman joined the meeting by phone at 7 pm.

Present at the meeting: Mayor Clair Martin, Solicitor Tracey G. Benson, Esq., and Lead Worker Devon Bechdel.

Vice President Plummer Davidson called the meeting to order at 6:30 p.m.

Pledge of Allegiance

Benson reported the Council met in Executive Session on April 8, 2025, to discuss a matter involving pending litigation.

Guests:

- Pennsylvania State Police [Q&A]

Mayor Martin introduced Lieutenant Jones.

Lieutenant Jones shared crime statistics from the last year. He shared with the attendees the 'PSP Community Access to Information Dashboard' to view crime data and to compare with other towns. Additionally, he mentioned the DCNR website 'ATV Riding Rules and Enforcement.'

Citizens' concerns raised at the meeting included speeding on Turnpike Street and Dell Street in Confers Development, failure to stop at stop signs, ignoring traffic signals, and loud vehicle noise. Lieutenant Jones advised to always contact the barracks to report any crimes.

Visitors

No comments.

Approve Minutes & Pay Bills

Motion made by Lauren Davidson-Haupt and seconded by Ethel Kellerman to approve March 10, 2025, meeting minutes and pay the bills. Approved unanimously.

Solicitor (Tracey G. Benson, Esq.)

- Intergovernmental Agreement between the Borough, Union Township, Boggs Township, and Unionville Borough

Benson reported receiving a letter from the solicitor of Union Township requesting a meeting on May 13th at their township building. The meeting aimed to discuss the intergovernmental agreement that allocated tax revenue to the Citizens Hook and Ladder Fire Company, No. 1. Campbell, Jr., noted that all four municipalities contributed to a fire tax proportional to their population. Union Township suggested establishing a base rate to be distributed among the four municipalities, with additional charges for specific incidents.

7:00 p.m. - Fred Kellerman joined via telephone.

Benson said he would draft a letter outlining the council's requests and ask Union Township to send a proposed amendment to everyone by April 30th. He also suggested finding a larger venue for the meeting to accommodate the citizens and council members for each municipality, including the Citizens Hook and Ladder Fire Company, No. 1. He requested the Secretary-Treasurer to book the Milesburg Community Center for May 13th, just in case.

Ordinance Enforcement Officer (Constable Ray Reed, Jr.)

Constable Reed, Jr. reported he received the ticket books and could start writing citations for ordinance violations.

Mayor's Report

- Motor Vehicles and Traffic Ordinance No.348 (discussion)

The mayor stated that Lieutenant Jones addressed his inquiries about motor vehicle regulations at the beginning of the meeting and had no further updates.

Old Business

- Ordinance Violations [ticket order update]

The Ordinance Enforcement Officer previously provided an update on the tickets for ordinance violations.

Motor License and General Saving CDs

The Secretary-Treasurer stated that the Liquid Fuels CD was moved to the Liquid Fuels checking account, and the General Savings Account CD was transferred to a municipal savings account.

Davidson-Haupt requested an update on the interest rates from other banks. The Secretary-Treasurer said she would gather that information and share it at the next meeting.

- SEDGA-COG Joint Rail Authority Payment

The Secretary-Treasurer announced that she withdrew \$100,000 from the Municipal Money Market Savings escrow account that contained The American Rescue Plan Act (ARPA) funding and issued a bank check to SEDA-COG Joint Rail Authority for the borough's contribution to the Railroad Street bridge project. On April 10, 2025, Steven Beattie, the Executive Director of SEDA-COG Joint Rail Authority, came to the borough to collect the check.

- ARPA [projects filing update]

Benson talked about the following projects that would be reported: \$100,000 payment to the SEDA-COG Joint Rail Authority for the Railroad Street bridge replacement, which also paid for legal fees related to easements and recording. The second project was tree trimming done by Cleaver Tree Service last year to remove dangerous trees and brush. Lloyd proposed including the leftover funds for a third project and suggested storm pipe replacement on Mary Lose's property that was finished last year.

New Business

- Water Authority agreement with borough [discuss a new agreement to include covering shared expenses, such as the electricity bills] (MOTION)

Campbell, Jr., discussed the 2024 Shared Lease Agreement with the Milesburg Borough Water Authority, noting that it exempted the water authority from covering half of the shared utility and service costs. They only paid rent, whereas previously, these expenses were typically divided between the borough and the water authority.

Motion made by Lauren Davidson-Haupt and seconded by Shirley Kellerman to create a new agreement with the Milesburg Borough Water Authority to cover half of the shared utility and service expenses. Approved unanimously.

- New photocopier, Water Authority and Borough split the purchase cost and service calls] (MOTION)

Motion made by Lauren Davidson-Haupt and seconded by Ethel Kellerman to share the purchase and service costs of a new photocopier with the Milesburg Borough Water Authority. Approved unanimously.

- Joint personnel committee with the water authority [appoint 2 council members] **(MOTION)**

Vice President Davidson announced that the Milesburg Borough Water Authority selected Jon McClure and him to be part of the joint personnel committee.

Motion made by Lauren Davidson-Haupt and seconded by Kirsty Lloyd to appoint Barry Campbell, Jr., to serve on the joint personnel committee. Approved unanimously.

Motion made by Ethel Kellerman and seconded by Kirsty Lloyd to appoint Shirley Martin to serve on the joint personnel committee. Approved unanimously.

- Employee Performance Reviews and Salary increases with Retroactive Pay **(MOTION)**

Moved to the Executive Session at the end of the meeting.

- RAVE push notification system used jointly with the water authority **(MOTION)**

Campbell, Jr., discussed the push notification system that would send out announcements to all the residents by telephone, text, or email. This would be a shared cost with the Milesburg Borough Water Authority.

Postponed until the next meeting.

- PennDOT grant (Railroad Street Bridge Project) **(MOTION)**

The Secretary-Treasurer said a contact at PennDOT told her the borough needed to apply for a guaranteed \$50,000 grant for the Railroad Street bridge project. The contact wanted to know if the borough could pay the \$50,000 upfront and wait for reimbursement; if not, he mentioned he could find another solution.

The council opted not to allocate \$50,000 due to budget limitations.

- Apartment rental (rent check, security deposit, and repairs) **(MOTION)**

The Secretary-Treasurer asked if Chuck Weidow's family could be reimbursed for April's rent since they were moved out by the end of March. She also noted that there was a security deposit as well. The council approved the return of April's rent but decided to retain the security deposit to assist with the expenses of apartment repairs.

Motion made by Lauren Davidson-Haupt and seconded by Shirley Martin to return April's rent payment to Chuck Weidow's family and retain the security deposit to assist with the expenses of apartment repairs. Approved unanimously.

Benson pointed out that the Landlord Tenant Act required a detailed bill for apartment repairs covered by the security deposit. He suggested forming a committee to list the specifications and record repair costs. The council instructed the Secretary-Treasurer to reach out to Penns Valley Code for an inspection of the outside stairs and the apartment.

Lauren Davidson-Haupt made a motion and seconded by Shirley Martin for the Secretary-Treasurer to contact Penns Valley Code to inspect the outside stairs and the apartment. Approved unanimously.

- Dumpster [trash payment and split cost with the Milesburg Water Authority]
(MOTION)

Bechdel stated that the dumpster costs \$95 per month and suggested Newmann Hill. The Secretary-Treasurer mentioned she paid for a year of trash pick-up in advance and contacted Newmann Hill, who confirmed that her payment would be applied to the dumpster fee. It was proposed to add to the shared lease agreement that the Milesburg Borough Water Authority would cover half of the rental cost.

Davidson-Haupt asked about the dumpster's security, and Bechdel confirmed that he could put a lock on the dumpster.

Motion made by Lauren Davidson-Haupt and seconded by Shirley Martin to rent the dumpster from Newmann Hill, with the shared lease agreement stating that the Milesburg Borough Water Authority would cover half of the rental cost.

- M&T Bank – Regular Positive Pay agreement (MOTION)

The Secretary-Treasurer discovered that an old check was cashed, so she reached out to the bank. They recommended Regular Positive Pay, to allow her to approve or reject checks for a \$5 monthly fee. The council decided against this service because the Secretary-Treasurer reconciles the checkbook monthly and would catch any issues.

- Spring/Summer Newsletter approval (MOTION)

Motion made by Lauren Davidson-Haupt and seconded by Shirley Martin to accept the newsletter for Spring/Summer 2025. Approved unanimously.

- Slide from the Milesburg Community Park (MOTION)

Motion made by Lauren Davidson-Haupt and seconded by Shirley Martin to sell the small slide from the park to Rickey Keith at a scrap price. Approved unanimously.

- Sign at the main entrance gate [add park maintenance workers phone number if locked inside that includes a \$25 fee to reopen the gates] (MOTION)

It was reported that individuals were disregarding the park's closing hours, potentially leading to them being trapped inside after dark.

Motion made by Lauren Davidson-Haupt and seconded by Shirley Martin to add the park maintenance worker's contact number on new signs at the park entrances, along with a \$50 fee for reopening the gates. Approved unanimously.

- Water Authority Appointment (MOTION)

No action taken.

PARK COMMITTEE

- Chair Report [Lauren Davidson-Haupt]

Davidson-Haupt reported that she received an estimate from Eco Lawns to spray weeds in the playground that included four different treatments.

Motion made by Lauren Davidson-Haupt and seconded by Kirsty Lloyd to hire Eco Lawns for three emergent treatments at the park playground: one before and two after. Approved unanimously.

PERSONNEL COMMITTEE

- Chair Report [Plummer Davidson] (Acting)

Nothing to report.

STREET COMMITTEE

- Ordinance 272 & 352 – Trees and Rights-of-way

The borough was contacted about a tree with dead branches, which led to a talk about trees in the borough's rights-of-way and to clarify who was responsible for them and how various situations might change that responsibility.

The council decided to get cost estimates to remove the dead branches from the tree in question due to safety concerns and acknowledged that the ordinances would need to be reviewed and updated.

Motion made by Lauren Davidson-Haupt and seconded by Kirsty Lloyd to get estimates to remove the dead branches from the tree in question due to safety concerns. Approved unanimously.

- Priority list of streets that need to be repaved, and patch potholes

Nothing was discussed.

WEBSITE COMMITTEE

- Chair Report [Kirsty Lloyd]

Lloyd reported that Davidson-Haupt and the Secretary-Treasurer have been updating the website to provide information to the residents.

FIRE & POLICE

- Oversight Committee – Chair [Barry Campbell, Jr.]

Campbell, Jr., reported that at their last meeting they approved repairs to be made to the parking lot at the fire hall.

APPOINTMENTS

- Zoning & Hearing Board [2 open seats]

No appointments were made.

Executive Session – 8:41 p.m.

Council Reconvened – 9:42 p.m.

Vice President Davidson stated that Fred Kellerman would be temporarily removed from the Personnel Committee, and Barry Campbell, Jr. would take his place.

Motion made by Ethel Kellerman and seconded by Lauren Davidson-Haupt to adjourn the meeting. Approved unanimously.

*The meeting adjourned at 9:46 p.m.

Respectively submitted by,

Robyn D. Dyke, Secretary-Treasurer