

**Milesburg Borough Council Meeting
416 Front Street
August 11, 2025**

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

Present at the meeting: Mayor Clair Martin, Mayor, Michael Levandoski, Esq., Devon Bechdel, Lead Worker, and Shannyn Prisk Ordinance Enforcement Officer.

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

PLEDGE OF ALLEGIANCE

VISITORS

Questions about the Intergovernmental Agreement for fire protection and the issue related to Limestone Street. The Council replied that both subjects would be discussed later in the meeting.

Special Guest:

Scott Rhoat, the Executive Director and Chief of Bellefonte Emergency Medical Services (BEMS), submitted a funding request to the council prior to the meeting and was present to share information and statistics about Milesburg Borough for the year to date.

APPROVE MINUTES & PAY BILLS

Motion made by Lauren Davidson-Haupt and seconded by Kirsty Lloyd to approve council meeting minutes from July 11, 2025, as well as the special meeting minutes from July 28, 2005, and to pay the bills. Approved unanimously.

BUDGET REPORT REVIEW

Pending a more comprehensive report, review of the budget was postponed to the next meeting.

SOLICITOR [Michael Levandoski]

Levandoski offered his comments during the discussion about the agenda items that concerned ordinance violations and the Intergovernmental Agreement.

ORDINANCE ENFORCEMENT OFFICER [Shannyn Prisk]

Prisk presented the council with a list of ordinance violations for which she had given warnings and asked what steps she should take if the violations continued to be ignored.

Moving forward, the protocol that the Borough would adhere to was for the OEO to supply information that included the ordinance violation and any evidence to the solicitor for submission to the District Magistrate.

MAYOR'S REPORT [Clair Martin]

- Ordinance Violations [Fines]

The mayor asked about the deadline to submit unpaid fines, which were issued by the previous Ordinance Enforcement Officer, to the District Magistrate. Levandoski responded that for fines related to vehicles, the due date was 30 days from the offense date. For non-traffic summary offenses, the deadline was 2 years.

OLD BUSINESS

- Employee Pension [update]

Discussion was tabled pending a future meeting between the Budget Committee and Athlon Advisors.

NEW BUSINESS [**Action Items**]

- Acquisition of a search bar for [the Milesburg Borough Website] **(Motion)**

Lloyd had reviewed information from CourseVector, the Borough's web design and hosting contractor, regarding the addition of search capacity for the website. CourseVector estimated an additional annual cost of \$160 for a plugin and upgraded storage—on top of the annual maintenance and hosting fee. Discussion was delayed until further information could be about whether the Borough's current CourseVector maintenance account balance

- Bellefonte EMS (BEMS) [funding request] **(Motion)**

Motion made by Kirsty Lloyd and seconded by Lauren Davidson-Haupt to allocate \$6,100 (0.42 mil) that was budgeted for the year to Bellefonte Emergency Medical Services (BEMS). Approved unanimously.

- Intergovernmental Agreement [vote on duration 10 years or 5 years] (**Motion**)

Campbell, Jr. stated during the special meeting on July 28, 2025, the council voted to approve an extension of the deadline for the Intergovernmental Agreement until August 31, 2025. However, Union Township chose to withdraw from the agreement rather than extend the contract renewal period. Currently, Union Township had shown interest to rejoin the Intergovernmental Agreement, but they had asked for the automatic renewal term be changed to 5 years instead of the original 10 years.

Motion made by Lauren Davidson-Haupt and seconded by Barry Campbell, Jr., to approve the five-year renewal period of the Intergovernmental Agreement, contingent upon negotiations of other aspects of the agreement. Approved unanimously.

- Intergovernmental Agreement [vote to allow Union Township back into the agreement] (**Motion**)

Motion made by Barry Campbell, Jr., and seconded by Lauren Davidson-Haupt to permit Union Township to rejoin the Intergovernmental Agreement, contingent upon negotiations of other aspects of the agreement. Approved unanimously.

- kamstrup Super Primalloy Maintenance Length Drill Bit Set (**Motion**)

Bechdel noted that a sales representative from Kamstrup visited the borough. He mentioned that he asked about a drill bit set because they lack a full set of drill bits, and they had a 29-piece drill bit set available for \$345.00, which included a replacement warranty. He inquired whether the council would agree to buy the set. Since it would be used by the water authority employees, Lloyd proposed that they split the cost.

Motion made by Lauren Davidson-Haupt and seconded by Kirsty Lloyd to approve to purchase the 29-piece drill bit set contingent upon the Milesburg Borough Water Authority Board's approval to cover half the cost, as it would be a shared tool. Approved unanimously.

- Laptop [for Ordnance Enforcement Officer] (**Motion**)

The Secretary-Treasurer stated that the laptop intended for the Ordinance Enforcement Officer to generate reports and record ordinance violations needed a new hard drive. The cost to replace the hard drive would amount to \$258.33, and to purchase a new laptop would cost \$550.00.

Motion made by Kirsty Lloyd and seconded by Lauren Davidson-Haupt to spend up to \$500 for the purchase of a new computer that would allow the Ordinance Enforcement Officer to create reports and document ordinance violations. Approved unanimously.

- Milesburg Community Park [door repair] **(Motion)**

Due to damage to the men's and women's bathroom doors at Milesburg Community Park, Davidson-Haupt provided two estimates for their replacement. The first estimate included the cost of the doors and materials, with the borough's lead worker and street maintenance employee responsible for the installation. The second estimate was to hire a contractor for the installation, which led to a higher overall cost.

The discussion has been postponed until the next council meeting to give Campbell Jr., Chair of the Budget Committee, more time to review the budget and assess the available funds for the project.

- Electric Boxes at Pavilions [Bechdel]

Bechdel expressed his desire to install weatherproof outlets in the panel boxes of four pavilions, noting that the fifth pavilion already had one. Currently, the panel boxes must remain open to provide electricity to the rented pavilions, which may lead to weather-related problems. He highlighted that while this change would be advantageous, it was not urgent, as the park would close at the end of October; however, he wanted to keep the council informed about the situation.

The council has chosen to postpone the matter until next year and planned to review it before the park opened in the spring of 2026.

** The discussion of the following four agenda items occurred during a meeting on August 5, 2025, with the Street Committee, the Lead Worker, the municipal services representative from PennDOT, and representatives from the PA Department of Community and Economic Development.*

- Emergency Operations Plan and Location of Documents at Borough Office

They were told that it was essential to make sure the borough's emergency operations plan was kept in a place that was easily accessible.

Davidson-Haupt requested the Secretary-Treasurer place a copy where the Lead Worker and the EMA (Local Emergency Management Coordinator) could access the emergency operations plan and any necessary supporting documentation. It was also pointed out that the EMA (LEMC) would need a key to enter the borough building.

- Establish Capital Contingency Plan [create ordinance to review annually]

To obtain funds from the Centre County Board of Commissioners through the 2026 Liquid Fuels Program Grant, both state and local governments were required to submit a Capital Contingency Plan and a Capital Improvements Plan aimed to improve their infrastructure. This would cover projects such as road work, bridge repairs, and other similar enhancements. Furthermore, an ordinance must be developed that outlined attainable goals for 1 year, 5 years, and 10 years. The Secretary-Treasurer planned to review the ordinances to check if any had already been established.

- Emergency Repairs Money Management

It was suggested that the borough set aside funds each year for specific road projects to support the borough's application for the Centre County Liquid Fuels Program Grant in the fall.

- Liquid Fuels/Planning Office meeting(s) update

Davidson-Haupt mentioned that she found out the Centre County Community Development Block Grant she applied for in June 2025 would not be approved due to a preference for larger projects. Nevertheless, she was encouraged to apply for the Centre County Liquid Fuels Program Grant in the fall. To enhance the grant application, it was recommended to add more streets that needed to be repaired, such as: Limestone Street, Creek Street, Mill Street, Turnpike Street, and Market Street, as well as the disabled parking areas that a resident had previously reported.

Furthermore, if the borough obtained the Centre County Liquid Fuels Program grant, they would be obligated to pay the initial \$100K at the start of the project; reimbursement would take place after the project was completed, and it was verified that funds could be accessed from the Motor License Fund (Liquid Fuels) account.

Additionally, before the start of any approved grant project, the borough had to restore all the berms to ensure accurate street measurements.

PARK COMMITTEE

- Chair Report [Lauren Davidson-Haupt]

[There was nothing more to add beyond what has already been discussed.]

- Electric Boxes at Pavilions [Bechdel]

[Discussed under "New Business"]

PERSONNEL COMMITTEE

- Chair Report [Plummer Davidson]

[Nothing to report.]

STREET COMMITTEE

- Chair Report [Plummer Davidson]

[Nothing to report.]

- Crosswalks update

Bechdel stated that the paint for the crosswalks was purchased, and they anticipated to have the project completed by early fall.

Further discussions were held about the storm drain system on Limestone Street and the sinkhole on Turnpike Street. Bechdel noted that during his investigation, he discovered that the pipe had deteriorated and caused water to seep into the soil beneath the asphalt, which led to a sinkhole on Turnpike Street. He contacted R.E. Meyers to utilize their camera, and they confirmed that significant damage had occurred.

Given that Turnpike Street was the main access road into the town and experienced the highest volume of traffic, the borough had just two maintenance workers, which raised significant safety issues. As a result, the borough decided to hire R.E. Meyers to repair the storm drain system.

Motion made by Lauren Davidson-Haupt and seconded by Barry Campbell, Jr., to hire and authorize payment to R. E. Myers from the Motor License

Fund (Liquid Fuels) account for the repair of the storm drain system on Limestone Street, as well as the sinkhole at the intersection of Turnpike Street and Lions Street. Approved unanimously.

WEBSITE COMMITTEE

- Chair Report [Kirsty Lloyd]

[There was nothing more to add beyond what has already been discussed.]

Pertaining to the earlier agenda items regarding the Budget Report Review and Intergovernmental Agreement, Lloyd brought up *Resolution #2025-3 To Authorize the Borough Vice-President, Chairman of the Budget Committee, and Treasurer to sign checks and engage in banking transactions*, which was passed at the August 11, 2025, council meeting.

The resolution was passed as a “workaround” because the acting council president, Fred Kellerman, had not attended a council meeting in person since December 2024, and was unable to sign checks.

Furthermore, Lloyd emphasized that President Kellerman had also failed to attend the two Intergovernmental Agreement meetings and would not be able to physically sign a new agreement. Lloyd requested for Kellerman to resign as president out of fairness to the Borough residents and to show his support for the members of the council who had been acting as leaders in his absence.

Fred Kellerman refused to resign and justified his ongoing absence, without providing any foreseeable return date, by saying, “That’s the reason I have a vice president.”

Motion made by Kirsty Lloyd and seconded by Barry Campbell, Jr., to remove Fred Kellerman as president of the Milesburg Borough Council.

Roll call vote: Ethel Kellerman [No]; Shirley Martin [No]; Lauren Davidson-Haupt [Yes]; Kirsty Lloyd [Yes]; Barry Campbell, Jr. [Yes]; Plummer Davidson [No]; Fred Kellerman [No].

With four “no” votes and three “yes” votes Fred Kellerman remained president of the Milesburg Borough Council.

FIRE & POLICE

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

Campbell, Jr., reported that the last meeting of the Oversight Committee focused on the Intergovernmental Agreement, which had already been discussed earlier in the meeting under "New Business."

APPOINTMENTS

- Zoning & Hearing Board [2 open seats]

[No one volunteered]

ADJOURNMENT

Motion to adjourn made by Barry Campbell, Jr., and seconded by Lauren Davidson-Haupt. Approved unanimously.

The meeting adjourned at 8:21 p.m.

Respectfully submitted by,

Robyn D. Dyke, Secretary-Treasurer