

**Milesburg Borough Council Meeting
July 14, 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, Solicitor Tracey G. Benson, Esq., Michael Levandoski, Esq., and Lead Worker Devon Bechdel.

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

PLEDGE OF ALLEGIANCE

VISITORS

Resident Sally Sayers asked when the storm drains in the borough would be cleaned; she also wanted to know if there was a plan to paint the crosswalks on Turnpike Street. Bechdel replied that he was waiting for a response from his contact at PennDOT to confirm who was responsible for cleaning the storm drains on Turnpike Street; he would also check on the crosswalks and give an update at the next council meeting.

EXECUTIVE SESSION [to discuss personnel matters]

Davidson announced that the Executive Session would be moved to follow the Park Committee on the agenda.

Campbell, Jr. asked to include the opt-out extension for the Intergovernmental Agreement to the Fire & Police section of the agenda.

Motion made by Barry Campbell, Jr., and seconded by Kirsty Lloyd to add the Intergovernmental Agreement in the Fire & Police section on the agenda. Approved unanimously.

APPROVE MINUTES & PAY BILLS

Motion made by Barry Campbell, Jr., and second by Kirsty Lloyd to approve the meeting minutes and pay the bills. Approved unanimously.

SOLICITOR (Tracey G. Benson, Esq.)

Benson expressed that it had been an honor to serve as the Milesburg Borough solicitor since 2011. During the Executive Session at the council meeting on June 9, 2025, he informed the council of his intentions and mentioned that they would need to seek a new solicitor. He indicated that he knew someone who would make an excellent solicitor and invited Attorney Michael Levandoski to the council meeting as a potential candidate for the solicitor position.

Michael Levandoski introduced himself and mentioned that he has been an attorney at Miller, Kistler & Campbell since 2012. Furthermore, the council would engage the firm with him as the main point of contact; if he could not attend a council meeting, the law firm would provide another solicitor to fill in for him.

MAYOR'S REPORT (Clair Martin)

- Flowers for the borough

The council discussed whether to buy flowers and distribute flowerpots around the town. They decided to delay this decision until next year because summer is already halfway through.

- Ordinances

The mayor stated that the codification of the ordinances was outdated, and needed to be revised, the discussion was postponed until a later date.

OLD BUSINESS

NEW BUSINESS [**Action Items**]

- Solicitor replacement (**Motion**)

Motion made by Kirsty Lloyd and seconded by Lauren Davidson-Haupt to hire the Law Firm of Miller, Kistler & Campbell, and appoint Michael Levandoski as the primary contact for the solicitor who would represent the Milesburg Borough council. Approved unanimously.

Benson mentioned that he could continue to represent the Milesburg Borough at the Intergovernmental Agreement meetings for the year.

- Park - Keys and Locks (substitute all keys and locks with a single standard key and lock) [Bechdel] (**Motion**)

Davidson-Haupt stated that there was just one key to unlock the electric boxes at the park pavilions. Bechdel replied that he would rather have a single key that could open both the park gates and the padlocks for water spigots, and electricity at the pavilions.

Visitor: Fire Chief, Keith Russell, requested that the fire company receive keys in case they needed to utilize the ball field at the park as a landing zone.

Motion made by Lauren Davidson-Haupt and seconded by Kirsty Lloyd to have one key made for the park gates, and the padlocks for the water spigots, and electricity at the pavilions. Approved unanimously.

- Resolution #2025-3 – To Authorize the Borough Vice-President, Chairman of the Budget Committee, and Treasurer to sign checks and engage in banking transactions **(Motion)**

Benson stated that a motion was made during the council meeting on June 9, 2025, to authorize the Borough Vice President, the Chairman of the Budget Committee, and the Treasurer to sign checks and conduct banking transactions. However, he recommended to adopt Resolution #2025-3, which the bank would likely require.

Additionally, the current council President, Fred Kellerman, had not been present at a meeting since December 2024 and was unable to physically sign checks. As a result, the Budget Committee chairman and Vice-President had been given the authority to sign checks.

Motion made by Lauren Davidson-Haupt and seconded by Ethel Kellerman to approve the Resolution #2025-3 – To Authorize the Borough Vice President, Chairman of the Budget Committee, and Treasurer to sign checks and engage in banking transactions. Approved unanimously.

PARK COMMITTEE

- Chair Report [Lauren Davidson-Haupt]

Davidson-Haupt stated that she performed a detailed inspection of the men's and women's bathrooms in the park. She noticed that the spouts were broken, the paper towel dispensers had been ripped from the wall, and there was considerable damage to the doors and hinges. Vandalism was mentioned at the council meeting on April 29, 2024, and she believed that repairs had been made. She reached out to several contractors and gathered multiple quotes and planned to contact more contractors to guarantee she got the best price to replace the steel doors with ones that had automatic closing hinges and to reframe the doors due to water damage.

Davidson-Haupt stated that she had a conversation with the Bellefonte Borough, and they kept the park's bathrooms unlocked from spring through fall. She also noted that during the meeting on June 9, 2025, there was a discussion about locking the doors, but she felt it would be an unnecessary expense to lock them at night. She also pointed out that the bathroom signs did not comply with ADA standards. When the doors were replaced, she recommended to relocate the signs to ensure they met ADA requirements.

*Visitor Jon McClure suggested to reach out to Nittany Building and Lezzer Commercial Doors for more quotes. Furthermore, a resident inquired about the presence of security cameras in the park. Davidson-Haupt replied that vandalism occurred prior to the hard drive update for the security system, so the images were not as clear as they are now.

Bechdel stated that they were still awaiting the check from the insurance company after the Bald Eagle Area school bus damaged the park gates. Furthermore, Penn Fencing, Inc. would take care of the repairs, which are expected to be finished before the park closed for the winter.

- Park Issues

*To be discussed during the Executive Session.

- Pavilion Rental Policy

Earlier in the meeting, it was mentioned by Davidson-Haupt that there was only one key to access the electric boxes for certain pavilions in the park.

*EXECUTIVE SESSION: began at 7:18 p.m., and the council meeting resumed at 7:46 p.m.

PERSONNEL COMMITTEE

- Chair Report [Plummer Davidson]

No additional updates would be provided other than what was mentioned below during the Executive Session.

- Recommendation for the position of Ordinance Enforcement Officer

Motion made by Lauren Davidson-Haupt and seconded by Kirsty Lloyd to hire Shannyn Prisk as the Ordinance Enforcement Officer with a monthly salary of \$350. Approved unanimously.

Motion made by Lauren Davidson-Haupt and seconded by Kirsty Lloyd to no longer lock the bathroom doors at the park from the spring to fall season. Approved unanimously.

* Lloyd spoke to the visitors, in case they missed it, and mentioned that during the meeting on June 9, 2005, a motion was proposed to stop locking the park gates from spring to fall.

Lloyd stated that with the park gates and bathrooms unlocked, they aimed to cut costs and would no longer require the services of the park maintenance worker, Rickey Keith. Furthermore, she pointed out that the council valued his work and highlighted that he had been an excellent employee.

Motion made by Kirsty Lloyd and seconded by Lauren Davidson-Haupt due to the park gates and bathrooms being unlocked and to cut costs they would no longer require the services of the park maintenance worker, Rickey Keith, effective immediately.

[The motion was passed with council members: Barry Campbell, Jr., Kirsty Lloyd, Lauren Davidson-Haupt, and Plummer Davidson who voted in favor, and council members: Shirley Martin, Ethel Kellerman, and Fred Kellerman who voted against.]

The Secretary-Treasurer would inform Rickey Keith about the decision.

Motion made by Lauren Davidson-Haupt and seconded by Barry Campbell, Jr., to authorize the purchase of laminated signs for the park pavilion rentals. Approved unanimously.

- Employee Pension Plan [discussion]

The Secretary-Treasurer informed the council that the borough would not receive state aid this year for the current full-time employees, Lead Worker and Street Maintenance, as they had not completed a minimum of 6 months of work in 2024. The decision made by the state was based on employment from the previous year. At present, the contribution amount was established at \$2500 per employee; additionally, the Milesburg Water Authority was part of the ordinance and required removal.

The ordinance that would need to be amended was Ordinance #314 [*Amending Certain Portions of Ordinance #270 that Established an Employee Pension Plan, providing for a Set Contribution, and Allowing Further Modifications to Said Contributors to be Effectuated by Resolution*].

Campbell, Jr. expressed his desire to examine the previous contribution figures along with the state's matching amounts, and to find out what the borough had previously paid to make up the difference in case the state did not provide the full amount outlined in the ordinance.

The Secretary-Treasurer responded that she would arrange a meeting for the Budget Committee to discuss further details with James Fay, MA, from Athlon Advisors, who currently manages the borough's pension fund.

Furthermore, Davidson-Haupt expressed her interest in finding out what similar boroughs offered for their employees' pension funds. The Secretary-Treasurer mentioned that she would investigate that and provide an update at a later council meeting.

- Personnel matters

*Discussed earlier after the Executive Session ended and the council meeting reconvened.

STREET COMMITTEE

- Chair Report [Plummer Davidson]

Davidson asked Bechdel to provide a report on the complaint received by the borough. Bechdel reported that the complaint was about water runoff on First Street in Confers Development, which flooded residents' basements; some reported having two to three feet of water during heavy rainfall. He mentioned that he met with the residents who called the borough and planned to return after a heavy rainstorm to assess the situation and determine who was responsible.

Davidson-Haupt mentioned that she reached out to the residents on First Street and Second Street, where the issue arose. Some residents indicated that if a borough representative wanted to visit their properties, they could discuss it in more detail and show how the water would flow during heavy rainfall.

She also pointed out that the residents were more frustrated by the lack of attention they had received; the issue had been ongoing for more than five years without any response from the borough. They merely wanted to find out who was responsible for addressing the problem.

WEBSITE COMMITTEE

- Chair Report [Kirsty Lloyd]

Lloyd brought up the statistics report on users who visited the borough's website, that was shared in their meeting packets and highlighted the positive aspect to see people visit the site. She also discussed the Community Forum that took place at the Milesburg Community Center on June 29, 2025, and noted that the borough received an email with a comprehensive list of comments from the forum. Additionally, Lloyd stressed that the Milesburg Borough Council did not receive an official invitation, and she herself was unaware of the forum.

Furthermore, she highlighted that some of the comments made had already been addressed, such as the decision to send out a biannual newsletter and to develop a new website to provide updated information for residents. There was one suggestion made to make the meeting minutes searchable. She asked the Secretary-Treasurer to look into the option to add a search bar on the meeting minutes page. In addition, she mentioned if residents desired more information, they should contact the Secretary-Treasurer, who could establish a listserv for residents.

Campbell, Jr., expressed a desire to clarify a point. In the email Lloyd mentioned, Robert Zeigler remarked that some council members were informed about the public forum and had expressed their intention to attend, yet they did not appear. Campbell, Jr., mentioned that he was one of those members; he had discussed it with several people and planned to be there. However, on that day, his plans changed as he needed to attend to another issue that required his attention.

FIRE & POLICE

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

*No new updates apart from the Intergovernmental Agreement.

- Intergovernmental Agreement, added to the agenda at the start of the meeting through a motion by Barry Campbell, Jr., and seconded by Kirsty Lloyd. Approved unanimously.

Benson announced that a public meeting took place on June 5, 2025. The focus of the meeting was the Intergovernmental agreement that involved Milesburg Borough, Boggs Township, Unionville Borough, and Union Township to support the Citizens Hook and Ladder Company No. 1.

Union Township announced they had considered withdrawal from the Intergovernmental Agreement, for numerous reasons. Currently, each municipality contributed 1 2/3 millage to the fire company each year for fire protection, funded by taxes paid by their residents. Keith Russell, Chief of the Citizens Hook and Ladder Company No. 1, noted that Union Township had the second highest call volume.

The meeting would be on July 15, 2025, at the Citizens Hook and Ladder Company, No. 1 fire hall at 6:00 p.m. The council urged everyone who could attend to come out and show their support for their fire company and borough.

During the meeting, an open discussion was held about the Intergovernmental Agreement. The council encouraged visitors to share their opinions on the issue and to propose topics they would like the council to address at the meeting set for July 15, 2025.

APPOINTMENTS

- Zoning & Hearing Board [2 open seats]

No one volunteered.

ADJOURNMENT

Motion to adjourn made by Kirsty Lloyd and seconded by Barry Campbell, Jr. Approved unanimously.

The meeting adjourned at 8:56 p.m.

Respectfully submitted by,

Robyn D. Dyke, Secretary-Treasurer