

**Milesburg Borough Council Meeting
416 Front Street
October 13, 2025**

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

Attendance Notes: Kirsty Lloyd was present until 7:32 p.m. Fred Kellerman joined the meeting via telephone at 8:09 p.m.

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

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

PLEDGE OF ALLEGIANCE

Special Guest: Corporal Lickes of the Pennsylvania State Police, Rockview

Corporal Lickes reported on ATV use, school bus violations, and speeding, urging residents to report incidents, and noted that troopers are actively monitoring school bus routes and Turnpike Street for enforcement.

Council Members Davidson-Haupt and Campbell Jr., confirmed recurring speeding on Turnpike Street, particularly during weekday peak hours and weekend afternoons, with vehicles often exceeding 50 mph.

VISITORS

Daniel and Leann Smith requested that chickens be excluded from the livestock definition in Ordinance #280. They presented petitions from 60 residents in support and noted many keep chickens as pets.

Danielle and Gary Heverly raised concerns under Ordinance #360 about disruptive dirt bike noise, presented supporting materials, and recommended the borough consider adopting stronger noise regulations.

Coleen Frey Vogel Bruss stated her son's dirt bike use was limited in frequency and duration and argued that neighbors' pressure washers created greater noise for longer periods.

COUNCIL MEMBER RESIGNATION

Motion made by Shirley Martin and seconded by Ethel Kellerman to table the resignation of Council Member Kirsty Lloyd until the next meeting. Approved unanimously.

APPROVE MINUTES & PAY BILLS

Motion made by Lauren Davidson-Haupt and seconded by Shirley Martin to approve the meeting minutes for September 8, 2025, and pay the bills. Approved unanimously.

- Municipal Liquid Fuels and Turnback Allocation for 2026

The Secretary-Treasurer reported that the anticipated allocation for 2026 was \$38,277.67. The municipality needed to be certified by February 12, 2026, by submitting three reports: the MS-965 Actual Use Report of State Funds, the Survey of Financial Condition DCED, and the Report of Appointed and Elected Officials DCED.

Motion made by Lauren Davidson-Haupt and seconded by Barry Campbell, Jr., to initiate the certification process by submitting the required reports by February 12, 2026, to obtain the Liquid Fuels allocation on March 1, 2026.

SOLICITOR [Michael Levandoski]

Michael Levandoski addressed the resignation of Council member Kirsty Lloyd, he noted that her resignation had been submitted on October 9, 2025. He explained that, in accordance with the borough code, the Council was allotted 45 days to formally accept the resignation. He further clarified that the vacancy would be considered effective upon the Council's acceptance of the resignation.

Levandoski also stated his intention to provide an update regarding the Intergovernmental Agreement. However, he indicated that he would defer this discussion until the Fire & Police section of the agenda.

ORDNANCE ENFORCEMENT OFFICER [Shannyn Prisk]

- Ordinance Enforcement Officer [extending hours for non-complying residents]

Prisk requested additional monthly hours due to ordinance violations. Campbell, Jr., moved to table the request until the next meeting pending budget review. Prisk was instructed to keep track of her hours and present them at the next Council meeting.

MAYOR'S REPORT [Clair Martin]

- Amendment to Ordinance #360

The mayor highlighted that Ordinance #360, which prohibited nuisances and outlined penalties for violations, did not define quiet hours. He recommended that Ordinance #360 be amended to specify actual quiet hours.

- Ordinance Regulating the Curbing & Control of Dogs [revisit from 2021]

The mayor reported that the borough has no ordinance that regulated dogs, aside from a noise provision in Ordinance #360, Section 15.

The Secretary-Treasurer reported finding a 2021 draft ordinance on dog control and noted that the January 10, 2022, meeting minutes recorded no action was taken to adopt it, with no explanation provided.

Motion made by Lauren Davidson-Haupt and seconded by Shirley Martin to instruct Solicitor Michael Levandoski to draft an amendment to Nuisance Ordinance #360 to include provisions for the curbing of dogs and the establishment of quiet hours within the borough. Approved unanimously.

- State Police [activities & what is expected from the residents]

The mayor reminded residents to report ATV use, speeding, and other violations to the state police and noted that increased monitoring of the borough was planned.

OLD BUSINESS

- Newman-Hill Milesburg Community Park Dumpster Fee [Davidson-Haupt]

Sarge Newman waived dumpster fees. Newman Hill would remove the dumpster at park closing in October and return it on April 1, 2026.

- Centre County Liquid Fuels Program Grant Application 2026 [Davidson-Haupt]

Davidson Haupt reported that she had completed and submitted the funding application to excavate and repave Creek Street. After consultation with PennDOT representative Matt Knepp, Creek Street was submitted as a

separate project, while Turnpike, Limestone, and Mill Streets would be addressed together next year. She noted that, since only one project was submitted, the borough's contribution of \$36,000 was reduced to half of the amount originally approved at the June 9, 2026, meeting.

Council Member Kirsty Llyod left the meeting at 7:32 p.m.

NEW BUSINESS [Action Items]

- Assurant Flood Insurance Renewal (**Motion**)

A motion was made by Ethel Kellerman and seconded by Shirley Martin to renew the Assurant Flood Insurance policy with American Bankers Company of Florida under Option B, which included a \$280 cost increase but provided greater coverage. Approved unanimously.

It was noted that the renewal would be a shared expense, with the Milesburg Borough Water Authority paying half of the fee.

- Aurora Commercial Grade 400-Sheet Shredder [split with Milesburg Borough Water Authority (**Motion**)

The Secretary-Treasurer reported that the shared shredder was no longer functioning properly. She noted that, at its September 22, 2025, meeting, the Milesburg Borough Water Authority voted to split the cost of a new Aurora Commercial Grade 400 Sheet Shredder with the borough, at \$374.50 each.

Motion made by Shirley Martin and seconded by Barry Campbell, Jr., to purchase the Aurora Commercial Grade 400-Sheet Shredder and split the cost with the Milesburg Borough Water Authority, at \$374.50 each. Approved unanimously.

Visitor Ruth Barndt asked when Daniel and Leann Smith could expect an answer on their request that chickens be excluded from the livestock definition in Ordinance #280.

Council discussed classification of chickens under Ordinance #280; Levandoski suggested revisiting the ordinance and raised whether to suspend enforcement pending review.

Motion was made by Shirley Martin and seconded by Lauren Davidson-Haupt to suspend enforcement of Ordinance #280 pending review.

Roll call vote: Ethel Kellerman [No]; Shirley Martin [Yes]; Lauren Davidson-Haupt [Yes]; Barry Campbell, Jr. [Yes]; Plummer Davidson [Yes]. Result: 4–1 in favor; motion approved.

- Budget for 2026 [draft approval]

Campbell, Jr., presented draft 2026 budget; recommended detailed line items; and thanked borough resident Lesa Weaver for assistance in preparing the draft.

Motion made by Lauren Davidson-Haupt and seconded by Shirley Martin to approve the rough draft for the annual budget of 2026. Approved unanimously.

- Centre County 2025 Hazard Mitigation Plan Update [Municipal Adoption Resolution #2025-4] **(Motion)**

Motion made by Lauren Davidson-Haupt and seconded by Shirley Martin to adopt Resolution #2025-4 the *Centre County 2025 Hazard Mitigation Plan Update*. Approved unanimously.

- Employee Pension Resolution #2025-5 [Contribution] **(Motion)**

Council discussed contributing \$2,500 to the pensions of full-time employees Devon Bechdel (Lead Worker) and Chad Bechdel (Street Maintenance). Additional discussion addressed the possibility of awarding a \$500 bonus each if the year-end budget remained positive.

Motion made by Lauren Davidson-Haupt and seconded by Shirley Martin to contribute \$2500 to the pensions of Devon Bechdel (Lead Worker) and Chad Bechdel (Street Maintenance). Approved unanimously.

Council Member Fred Kellerman joined the meeting via telephone at 8:09 p.m.

- Employee Time Clock **(Motion)**

Council reviewed Keystone Payroll time clock options, including a physical device and a cell phone app, applicable to all employees. Campbell, Jr., noted the system was intended to improve accuracy and ease, not to reflect mistrust.

Motion made by Lauren Davidson-Haupt and seconded by Shirley Martin to adopt the Keystone Payroll time clock system, with the cell phone app option to be used by all employees. Approved unanimously.

- Engineer on Retainer **(Motion)**

Bechdel reported on options for retaining an engineer and shared pricing from HRG and GD&F Municipal Engineering Services. He noted that having an engineer on retainer would benefit the borough by saving time and reducing paperwork. Council decided to table the discussion until the new council was seated in 2026.

- Fall/Winter 2025 Newsletter [Approval] **(Motion)**

Motion made by Lauren Davidson-Haupt and seconded by Shirley Martin to approve the Fall/Winter 2025 Newsletter. Approved unanimously.

- Ordinance Enforcement Officer [Business Cards] **(Motion)**

Motion made by Lauren Davidson-Haupt and seconded by Shirley Martin to approve the purchase of labels to make business cards for the Ordinance Enforcement Officer in the amount of \$26.00 plus tax. Approved unanimously.

- Ordinance Enforcement Officer [Official Stamp for legal paperwork] **(Motion)**

Motion by Lauren Davidson-Haupt and seconded by Shirley Martin, to approve the purchase of a stamp for the Ordinance Enforcement Officer's official paperwork. Approved unanimously.

- Over-Time Compensation Payout [Previous Milesburg Borough Employee] **(Motion)**

Campbell, Jr. stated that the overtime compensation in question pertained to the late former borough employee Eddie Witherite. The Water Authority's accountant found that, due to the prior Secretary-Treasurer's practice of recording overtime with regular hours, it could not be verified whether the employee had been properly compensated for the period from August 2022 through the end of 2023.

Motion made by Lauren Davidson-Haupt and seconded by Shirley Martin to pay the late former borough employee Eddie Witherite's unverified

compensation to his spouse from August 2022 through the end of 2023. Approved unanimously.

- Plug-in for Website (**Motion**)

The Secretary-Treasurer noted that there had been ongoing discussion regarding the purchase of a plug-in for the borough website to make documents keyword searchable. She reported that the cost would be \$99 annually.

Motion made by Barry Campbell, Jr., and seconded by Lauren Davidson-Haupt to approve the purchase of a plug-in for \$99 annually to make the borough's website keyword searchable. Approved unanimously.

PARK COMMITTEE

- Chair Report [Lauren Davidson-Haupt]

[Nothing to report.]

PERSONNEL COMMITTEE

- Chair Report [Plummer Davidson]

[Nothing to report.]

STREET COMMITTEE

- Chair Report [Plummer Davidson]

[Nothing to report.]

- Spring & Logan Street Complaint [stop signs requested]

Bechdel reported that the borough received complaints regarding speeding and bus violations on Spring Street, along with requests for a four-way stop at Spring and Logan Streets.

Council noted the need for additional stop signs on Church Street per a prior complaint.

Motion made by Lauren Davidson-Haupt and seconded by Ethel Kellerman, to purchase and install two stop signs on Spring Street and two on Church Street using liquid fuel funds. Approved unanimously.

WEBSITE COMMITTEE

[Nothing to report.]

FIRE & POLICE

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

Campbell, Jr., reported that the Citizens Hook & Ladder Company, No. 1, retained Betsy Dupree as their solicitor.

- Intergovernmental Agreement [update]

Jon McClure, President of the Citizens Hook & Ladder Company No. 1, was in attendance and participated in discussions regarding the new Intergovernmental Agreement. Levandoski asked Council whether the Oversight Committee should be required to vote on all major transactions of the fire company and whether the committee should have authority in cases where the fire company opposed an action.

Motion made by Barry Campbell, Jr., and seconded by Lauren Davidson-Haupt, to approve the Intergovernmental Agreement with Section 13 amended to require Oversight Committee approval for major transactions, while preserving fire company consent.

Levandoski reported that other municipalities requested a joint meeting to finalize the draft agreement, and Council was asked to keep calendars open to ensure quorum for timely budget approval.

APPOINTMENTS

- Zoning & Hearing Board [2 open seats]

[No volunteers.]

ADJOURNMENT

Motion to adjourn made by Lauren Davidson-Haupt and seconded by Shirley Martin. Approved unanimously. The meeting adjourned at 8:53 p.m.

Respectfully submitted by,

Robyn D. Dyke, Secretary-Treasurer