

Meeting Minutes
MILL HALL BOROUGH COUNCIL REGULAR MEETING
January 28, 2025

Council Members in attendance: Derek Berry, Karen Houser, Michelle Kunes, Derek Caris, Richard Hetzel, Tom Bossert, Anthony Walker, Tom Evers.

Guests in attendance: Wayne Williams, Paul Mardis, Elisabeth Lynch

Media in attendance: Bree Hanley/The Express

Staff in attendance: Brandon Coleman, April Bittner, Ryan Kunes

The regular meeting of the Mill Hall Borough Council was called to order at 7:00pm by President Walker.

Guest Comments

Paul Mardis – no comment

Elisabeth Lynch – gave an update on KCSD & Facilities Committee Meeting relating to the Mill Hall Community Pool. She will email April Bittner dates of the upcoming meetings. She mentioned the need to update the Middle School tennis courts. She offered herself as a TCC Alternate #2 and gave an update of happenings at the TCC meetings. She is requesting that Council consider combining sewer and tax bills. She suggests the Borough produce a yearly or bi-yearly newsletter.

Wayne Williams – no comment

DECEMBER 17, 2024 MEETING MINUTES

It was moved by Mr. Evers and seconded by Mrs. Houser to approve the December 17, 2024 meeting minutes. Motion carried.

PAYMENT OF BOROUGH BILLS

It was moved by Mrs. Kunes and seconded by Mr. Evers to approve the payment of bills for January 2025. Motion carried.

JANUARY 2025 FINANCIAL STATEMENTS

It was moved by Mr. Hetzel and seconded by Mrs. Kunes to accept the January 2025 financial statements. Motion carried.

UNFINISHED BUSINESS

none

NEW BUSINESS

It was moved by Mr. Caris and seconded by Mr. Evers to appoint Miceli Law Office, Frank S. Miceli, Esquire, as the Zoning Hearing Board solicitor. Motion carried.

It was moved by Mrs. Houser and seconded by Mr. Berry to appoint Roger Hoy, Hoy Inspection Service LLC as Zoning/Code Enforcement Officer. Motion carried.

It was moved by Mr. Hetzel and seconded by Mr. Caris to appoint Miceli Law Office, Frank S. Miceli, Esquire, as the Appeals Board solicitor. Motion carried.

It was moved by Mr. Evers and seconded by Mr. Hetzel to adopt Resolution 2025-01-28 to appoint Barry Daniels, Gary Weaver, and Mindy Gundlach to the Appeals Hearing Board. Motion carried.

It was moved by Mrs. Houser and seconded by Mr. Caris to appoint April Bittner as Secretary for the Appeals Hearing Board. Motion carried.

It was moved by Mr. Evers and seconded by Mr. Caris to approve by-laws for the Appeals Hearing Board. Motion carried.

It was moved by Mr. Caris and seconded by Mr. Hetzel to appoint Eric Williamson as an alternate Sewage Enforcement Officer. Motion carried.

It was moved by Mr. Hetzel and seconded by Mrs. Houser to appoint April Bittner as Agency Open Records Officer. Motion carried.

It was moved by Mr. Evers and seconded by Mrs. Kunes to amend Resolution 2025-01-01 to increase the UCC Board of Appeals Hearing Fee-Residential & non-residential) from \$200 to \$750. President Walker called for a roll call vote. All yes votes were had with Mr. Berry abstaining due to lack of information. Motion carried.

It was moved by Mr. Hetzel and seconded by Mrs. Houser to approve the new Mill Hall Borough Personnel Policy. President Walker called for a roll call vote. All yes votes were had with Mrs. Kunes abstaining due to a conflict of interest. Motion carried.

It was moved by Mrs. Houser and seconded by Mr. Hetzel to hire Cross Life Ventures to design the Mill Hall Borough web site with an initial cost of \$1190 and yearly cost of \$438 for three years. Motion carried.

It was moved by Mr. Berry and seconded by Mrs. Kunes to waive all pavilion rental fees for Central Mountain Middle School's 6th Grade class picnic on May 20, 2025 with a May 21 rain date. They are requesting use of the entire park. Motion carried.

It was moved by Mr. Berry and seconded by Mr. Caris to waive all pavilion rental fees for Central Mountain Middle School's 5th Grade class picnic on May 27, 2025 with a May 28 rain date. They are requesting use of the entire park. Motion carried.

It was moved by Mr. Berry and seconded by Mr. Hetzel to allow KCSB Central Mountain Baseball use of the large baseball field for practice and games from March 2025 through June 2025. Motion carried.

It was moved by Mr. Hetzel and seconded by Mr. Caris to adopt Resolution 2025-01-28-2 that states Mill Hall Brough will comply with Act 44 of 2009 stating how professional services are chosen for its pension plan. Mrs. Kunes abstained due to a conflict of interest. Motion carried.

It was moved by Mr. Hetzel and seconded by Mr. Evers to look into hiring a new Engineer to represent Mill Hall Borough. Motion carried.

It was moved by Mrs. Kunes and seconded by Mrs. Houser to survey the plot of ground where the military memorial is located. Motion carried.

It was moved by Mr. Berry and seconded by Mr. Caris to purchase a cell phone for the Public Works Department spending no more than \$500 for the phone and accessories with a monthly fee of \$39.99. Motion carried.

It was moved by Mr. Hetzel and seconded by Mr. Evers to spend \$6376.97 of Liquid Fuels funds for purchase of Bulk Ice Control Salt. Motion carried.

SECRETARY/TREASURER REPORT

Mrs. Bittner provided a written report to council. She reminded Council to complete their Statement of Financial interests and return to her.

COMMITTEE REPORTS

PUBLIC WORKS DEPARTMENT-Ryan shared he plans to take the Christmas lights down this week while the weather is warmer. The tractors have all been serviced. He hasn't had any luck with Brando regarding the Ttag. The new hire, Kevin is doing very well. They plan to do a sink bason check soon. A pipe replacement on Girard Street will happen in the spring.

POLICE DEPARTMENT-Chief Coleman shared he and Mayor Bossert met with the Superintendent regarding the Ben Avenue damage and traffic patterns. He is fully staffed at 4 working 74 hours/week. They are working on vehicles sitting on Borough roadways that aren't registered or out of service.

ZONING OFFICER-written report provided by Roger Hoy.

MILL HALL VOLUNTEER FIRE COMPANY-President Walker provide a written report and asked for questions.

GOOD OF THE ORDER

Mayor Bossert shared updates from the Dolphins and how they are progressing with donations.

It was moved by Mr. Evers and seconded by Mrs. Houser to adjourn the meeting at 8:00pm.

Submitted by

April Bittner, Secretary/Treasurer

Dates to remember:

Council Meeting-February 25, 2025

Sewer/Highway Committee-February 10, 2025

Ordinance Committee-February 13, 2025

Park & Rec Committee-February 12, 2025

Personnel Committee-February 20, 2025

Safety Committee-February 19, 2025