

Meeting Minutes
MILL HALL BOROUGH COUNCIL REGULAR MEETING
April 22, 2025

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

Guests in attendance: Lenny Long, Donald Grant, Mark Weaver, Bob Rolley, Wayne Williams, Paul Mardis, Roger Miller, Stephanie Killinger, Shawn Killinger, Elisabeth Lynch

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 Vice President Caris.

Guest Comments

Clinton County Community Foundation-\$50,000 check presentation to the Mill Hall Community Pool.

Wayne Williams-commented on the release of Hoy Inspection Service.

Roger Miller-expressed concern with water main break at 110 E Arch St.

Shawn Killer-expressed concern with water drainage issues at corner of Peale and Mann Ave.

Elisabeth Lynch-provided an update on the KCSD Facilities Committee meeting concerning the sewer issues at the schools.

MARCH 25, 2025 MEETING MINUTES

It was moved by Mr. Evers and seconded by Mr. Hetzel to approve the March 25, 2025 meeting minutes. Motion carried.

PAYMENT OF BOROUGH BILLS

It was moved by Mr. Hetzel and seconded by Mr. Evers to approve the payment of bills for April 2025. Motion carried.

APRIL 2025 FINANCIAL STATEMENTS

It was moved by Mr. Evers and seconded by Mr. Hetzel to accept the April 2025 financial statements. Motion carried.

UNFINISHED BUSINESS

It was moved by Mr. Hetzel and seconded by Ms. Kunes to approve Ordinance 2025-04-22 with respect to changing park hours. Motion carried.

NEW BUSINESS

It was moved by Mr. Evers and seconded by Mr. Berry to spend \$4,599.29 of Liquid Fuels funds for purchase of Bulk Ice Control Salt. Motion carried

It was moved by Mr. Berry and seconded by Mr. Evers to approve the annual flood insurance renewal with Assurant for \$14,000 of building coverage and \$10,000 of content coverage at \$1,305. Motion carried.

It was moved by Mr. Evers and seconded by Mr. Hetzel to approve the Memo of Understanding with the Clinton County Community Foundation to apply for the DCED Neighborhood Assistance Program. Motion carried.

It was moved by Mr. Berry and seconded by Ms. Kunes to rent two portable toilets for the Mill Hall Community Park until the bathroom renovation is complete. Motion carried.

It was moved by Mr. Hetzel and seconded by Mr. Berry to close Peale Avenue between Water Street and Pennsylvania Avenue on July 12, 2025 from 10am-1pm for the Kiwanis Club of Bald and Nittany Valleys Annual Kids Day. Motion carried.

Ms. Bittner provided an update of Mill Hall Borough's Opt-Out/Opt-In status with Labor and Industry.

It was moved by Mr. Evers and seconded by Mr. Berry to amend the following agenda item: *Consider approval to enter into an agreement with David Miller, Your Home Energy Testing & Drafting Consultants, to serve as interim Codes/Zoning Official* to separate the Codes and Zoning Officials to two separate agenda items. Motion carried.

It was moved by Mr. Evers and seconded by Mr. Berry to appoint David Miller with Your Home Energy Testing & Drafting Consultants as the Mill Hall Borough Codes Officer. Motion carried.

It was moved by Mr. Evers and seconded by Mr. Berry to appoint Light-Heigel & Associates, Inc. as Mill Hall Borough's Zoning Officer and Floodplain Administer. Motion carried.

It was moved by Mr. Hetzel and seconded by Mr. Evers to table the discussion on the Clinton County Government Memo of Understanding regarding snow removal on County owned bridge. Motion carried.

It was moved by Mr. Hetzel and seconded by Ms. Kunes to table the approval to submit permit to Labor & Industry for the Park Restroom. Motion carried.

It was moved by Mr. Hetzel and seconded by Mr. Berry to accept Letter of Resignation from Roberta Daniels from the Borough Planning Commission. Motion carried.

It was moved by Mr. Evers and seconded by Mr. Berry to appoint Thomas Johnson to the Borough Planning Commission. Motion carried.

SECRETARY/TREASURER REPORT

Mrs. Bittner provided a written report to council.

PUBLIC WORKS FOREMAN REPORT

Public Works Foreman provided updates on the catch bason cleanings, truck inspections, Girard St. cross pipe, flagger training, Weaver St. issues, Beech Creek Ave. issues, and Peale Ave. issues.

CHIEF OF POLICE REPORT

Chief Coleman provided a written report and gave updates on the school parking issues.

COMMITTEE REPORTS

SEWER/HIGHWAY-Vice President Caris mentioned that President Walker attended the KCSD School Board meeting regarding the sewer issues at the schools.

ORDINANCE- Written report provided by Roger Hoy. Mayor Bossert shared that Park Hours were discussed.

PARK & RECREATION-Mr. Berry shared that there was discussion on permits for the bathroom, pool donations, and portable toilets for the park.

PERSONNEL-Mr. Hetzel shared that potential code and zoning officers were discussed.

SAFETY- President Walker provided a written report from the Mill Hall Volunteer Fire Company.

GOOD OF THE ORDER

Nothing to report.

At 8:02pm, Council entered into executive session to discuss the Letter of Resignation from Hoy Inspection Service.

At 8:10pm, Council closed the executive session.

It was moved by Mr. Hetzel and seconded by Mr. Evers to accept the letter of resignation from Hoy Inspection Service. A roll call vote was had with all yes votes. Motion carried.

It was moved by Mr. Evers and seconded by Ms. Kunes to adjourn the meeting at 8:15pm.

Submitted by
April Bittner, Secretary/Treasurer