

Meeting Minutes  
**MILL HALL BOROUGH COUNCIL REGULAR MEETING**  
**October 28, 2025**

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

Guests in attendance: Donald Grant, Dan Duck, Dennis Oldt, Jason Yufer

Media in attendance: Chris Miller, Laura Tarantella

Staff in attendance: Brandon Coleman, April Bittner

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

**Guest Comments**

- Donald Grant – questioned the fire training ordinance and tax ordinance
- Dennis Oldt – commented on the Mill Hall Volunteer Fire Company closing

**SEPTEMBER 23, 2025 MEETING MINUTES**

It was moved by Mr. Berry and seconded by Ms. Kunes to accept the September 23, 2025 meeting minutes. Motion carried.

**SEPTEMBER 30, 2025 SPECIAL MEETING MINUTES**

It was moved by Mr. Berry and seconded by Mr. Evers to accept the September 30, 2025 special meeting minutes. Motion carried.

**PAYMENT OF BOROUGH BILLS**

It was moved by Mr. Evers and seconded by Mr. Caris to approve payment of bills. Motion carried.

**OCTOBER 2025 FINANCIAL STATEMENTS**

It was moved by Ms. Kunes and seconded by Ms. Houser to approve the October 2025 Financial Statements. Motion carried.

**UNFINISHED BUSINESS**

After a review of the Intergovernmental Cooperation Agreement for Emergency Services Provider, it was moved by Mr. Berry and seconded by Ms. Kunes to provide the City of Lock Haven amendments to the agreement. Motion carried.

**NEW BUSINESS**

It was moved by Ms. Kunes and seconded by Mr. Evers to approve a subdivision of property owned by Patricia Yufer and Jason A. Yufer. The Yufer's propose a redivision of their properties at 330 Jay Street and 229 South Chestnut St. Approval contingent upon payment of zoning and engineering fees. Motion carried.

It was moved by Mr. Caris and seconded by Mr. Evers to approve to stop billing sewer at 111 Jay Street. Water is shut-off. Line will be plugged until balance is paid in full. Motion carried.

It was moved by Mr. Caris and seconded by Mr. Berry to accept Mill Hall Borough's Engineer's determination that the work being done by Fishing Creek Investments at 124 E Arch Street is exempt from land development requirements. All yes votes with Mr. Evers voting no. Motion carried.

It was moved by Mr. Caris and seconded by Ms. Houser to approve the submission of a DCED Statewide Local Share Assessment Grant Application for a 2026 Ford Super Duty F600. Application fee of \$100. Motion carried.

It was moved by Mr. Evers and seconded by Mr. Berry to adopt resolution 2025-22 to designate Anthony Walker and April Bittner to execute documents & agreements pertaining to the DCED Statewide Local Share Assessment Grant for a 2026 Ford Super Duty F600. Motion carried.

It was moved by Mr. Berry and seconded by Ms. Kunes to have the Borough Solicitor amend all ordinances relating to the Borough's recognized fire company. Motion carried.

It was moved by Mr. Berry and seconded by Mr. Evers to have the Borough Solicitor create a tax ordinance to establish a tax rate of 6.25 mills for 2026. Motion carried.

It was moved by Mr. Berry and seconded by Ms. Kunes to table to decision to purchase and set-up a display screen for Council meetings and committee meetings from Databit Solutions at a cost of up to \$950. Purchase will be split between General Fund, Sewer Fund, and Liquid Fuels. Motion carried.

It was moved by Mr. Evers and seconded by Mr. Caris to approve a request from Dan & Lisa Snavelly to add one sewer EDU for a residential property in Clintondale, Porter Township. Motion carried.

It was moved by Mr. Caris and seconded by Mr. Berry to approve the proposed 2026 Budgets. Public inspection will be held November 1-10, 2025. Motion carried.

#### **SECRETARY/TREASURER REPORT**

Mrs. Bittner provided a written report to council.

#### **PUBLIC WORKS FOREMAN REPORT**

No one in attendance.

#### **CHIEF OF POLICE REPORT**

Chief Coleman announced they are working on a number of investigations and thefts in the Borough.

#### **COMMITTEE REPORTS**

SEWER/HIGHWAY-Mr. Walker shared the committee is working on paving projects for 2026, sewer issues, finding cleanouts not marked, crack sealing complete.

ORDINANCE- written report provided by Light-Heigel.

PARK & RECREATION-Mr. Berry shared discussions on the pool engineer review, park bathrooms and ball representatives meeting.

PERSONNEL-Mr. Walker shared the committee is still working on job description for a part-time employee if needed this summer.

SAFETY- written report was provided by the Mill Hall Volunteer Fire Company.

#### **ANNOUNCEMENTS:**

President Walker shared leaf pick-up is coming up soon and the Borough is transitioning from spring/summer to winter mode.

Mr. Berry asked about Halloween rescheduling if the weather is bad. There will be no rain date.

It was moved by Mr. Evers and seconded by Mr. Caris to adjourn the meeting at 7:40pm.

Submitted by April Bittner, Secretary/Treasurer