

Meeting Minutes
MILL HALL BOROUGH COUNCIL REGULAR MEETING
December 16, 2025

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

Guests in attendance: David Miller

Media in attendance: Laura Tarantella

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

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

Guest Comments

- none

NOVEMBER 25, 2025 MEETING MINUTES

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

PAYMENT OF BOROUGH BILLS

It was moved by Mr. Hetzel and seconded by Ms. Houser to approve payment of bills. Motion carried.

DECEMBER 2025 FINANCIAL STATEMENTS

It was moved by Mr. Evers and seconded by Mr. Caris to approve the December 2025 Financial Statements. Motion carried.

UNFINISHED BUSINESS

It was moved by Mr. Berry and seconded by Mr. Caris to accept the 2026 Meeting Schedule. Motion carried.

It was moved by Mr. Berry and seconded by Mr. Evers to adopt Resolution 2026-01 announcing the 2026 Fee Schedule. Motion carried.

It was moved by Mr. Hetzel and seconded by Mr. Evers to adopt Ordinance #2025-23 relating to the Real Estate Tax rate of 6.25 mills for calendar year 2026. Motion carried.

It was moved by Ms. Houser and seconded by Mr. Caris to adopt the 2026 budgets on all Mill Hall Borough Accounts. Motion carried.

NEW BUSINESS

It was moved by Mr. Evers and seconded by Mr. Berry to discontinue membership with the Clinton County Economic Partnership. Motion carried.

It was moved by Mr. Berry and seconded by Mr. Caris to pay seasonal snow plow drivers \$20/hour. Motion carried.

It was moved by Mr. Evers and seconded by Mr. Caris to sign the Engineering Services Agreement with Stiffler McGraw for 2026. Motion carried.

It was moved by Mr. Berry and seconded by Mr. Hetzel to put the 2013 Ford 550 on Municibid in as is condition starting at \$5000. The advertisement will run until January 23rd.

SECRETARY/TREASURER REPORT

Ms. Bittner provided a written report to council.

PUBLIC WORKS FOREMAN REPORT

New truck is running well but needed new brakes, removed parts from 550 and getting ready to sell, new tv installed but is broke, will need to return tomorrow.

CHIEF OF POLICE REPORT

Chief Coleman announced they are busy wrapping up investigations, new radios in police vehicles, mixing up hours of the officers.

COMMITTEE REPORTS

SEWER/HIGHWAY-Mr. Caris shared the committee discussed the freightliner, old tttag for sale, moving cars, stop mowing grass and plowing at the fire company.

ORDINANCE- written report provided by Dave Miller. President Walker reported a discussion on removing the 2 hour parking on Main Street.

PARK & RECREATION-Mr. Berry shared discussions on the pool.

PERSONNEL-Ms. Houser shared discussions on updating the employee handbook showing how to address call out hours.

SAFETY- written report was provided by the Mill Hall Volunteer Fire Company. Mayor Bossert shared discussions on fire truck parking, sidewalks, new locks and camera in the maintenance building, door opener quotes.

ANNOUNCEMENTS:

President Walker read a letter of resignation from Thomas Evers from his position as Councilmen to pursue his position as Mayor. It was moved by Mr. Hetzel and seconded by Ms. Houser to accept the resignation. Motion carried with Mr. Evers abstaining.

President Walker read a proclamation to Mayor Thomas Bossert for his many years of service to Mill Hall Borough. Chief Coleman presented Mayor Bossert a plaque for his years of dedication to the police department.

President Walker thanked Council and staff for another great year and looks forward to continuing to work towards completing outstanding projects in the Borough.

It was moved by Mr. Evers and seconded by Mr. Berry to adjourn the meeting at 8:43pm.

Submitted by April Bittner, Secretary/Treasurer