

AGENDA
MILL HALL BOROUGH COUNCIL REORGANIZATION MEETING

January 5, 2026, 7pm

1. Reorganization

- a. Mayor presides over the meeting. Calls the meeting to order.**
 - The Borough Secretary affirms receipt of election certificates and residency affidavits and confirms the incoming mayor has been duly sworn in prior to the organization meeting.
- b. Pledge of Allegiance/Moment of Silence**
- c. Roll Call**
- d. Acknowledgement of election certificates & residency affidavits**
 - The Borough Secretary affirms receipt of election certificates and residency affidavits and confirms those elected Council members have been duly sworn in prior to the organization meeting by the Mayor, Judge, or Magisterial District Judge.
 - Those newly elected and re-elected officials not sworn in prior to this time are sworn in by the Mayor.
- e. Nomination & Election of President and Vice President**
 - Mayor opens the floor for nominations. Nominations do not require a second and are voted on in the order that the nominations were made.
 - Nominations are closed when no further names are put forth
 - Nominations are considered in the order received until a majority is achieved
 - The process is repeated for vice president.
- f. Mayor relinquishes chair to president of council.**

2. Appoint Committee Chair/Vice Chair/Members

- Sewer/Highway
- Ordinance
- Park & Rec
- Personnel
- Safety

3. Appoint FCCB as depositor for years 2026 and 2027.

4. Appoint Lea Ann Plessinger as Borough auditor for years 2026 and 2027.

5. Retain the Law Firm of Coploff, Ryan and Houser as solicitors for years 2026 and 2027.

6. Appoint Clinton County Treasurer per Resolution #2026-04 to collect Mill Hall Borough's real estate taxes for years 2026 and 2027.

7. Appoint Berkheimer to collect LST, EIT, & BPT for 2026 and 2027.

8. Appoint April Bittner as Agency Open Records Officer for years 2026 and 2027.

9. Appoint Stiffler McGraw, Tyler McGraw as Borough engineer for years 2026 and 2027.

10. Appoint present Planning Commission members with terms expiring December 31, 2027

- Ken Grieb, Tom Johnson, Derek Berry, Elizabeth Lynch, Harry Rippey, John Toot

11. Appoint One (1) CCCWFA member with term expiring December 31, 2027

- Present Vincent Shay

12. **Appoint two (2) Water Authority members with terms expiring December 31,2027**
 - Present: Vincent Shay & Tom Walker Jr.
13. **Appoint three (3) Zoning Hearing Board Members with terms expiring December 31, 2027**
 - Present: Elizabeth Cruse, Miles Kessinger, Thomas Johnson
14. **Appoint COG representative with term expiring December 31, 2027:**
 - xxx Alternate: xxx
15. **Appoint Sewage Enforcement Officers for 2026 and 2027.**
 - Present: Jeff Kreger Alternate: Eric Williams
16. **Appoint Keystone Tax Committee Representative for 2026 and 2027.**
 - Present: Karen Houser Alternate: Vincent Shay
17. **Appoint Frank Miceli as solicitor for the Zoning Hearing Board for years 2026 and 2027.**
18. **Appoint Ryan Kunes as EMC for years 2026 and 2027.**
19. **Appoint David Miller with Your Home Energy as Codes Officer for 2026.**
20. **Appoint Light-Heigel & Associates as the Building Code Officer for 2026 per Resolution #2026-06.**
21. **Appoint Light-Heisel & Associates as the Zoning and Flood Administrator for years 2026 and 2027.**
22. **Appoint Clinton County Sewer Authority Representative for years 2026 and 2027.**
 - Present: Darek Caris
23. **Appoint Lock Haven Fire Department per Resolution #2026-05 as the Recognized Fire Company for 2026.**
24. **Appoint a Vacancy Chair per Resolution # 2026-03 for years 2026 and 2027.**
25. **Consider filling a vacancy to Council per Resolution #2026-02.**
26. **Consider approving pavilion reservation rental fees for 2026.**

PUBLIC COMMENT

ANNOUNCEMENTS

EXECUTIVE SESSION (if needed)

ADJOURNMENT

If you wish to speak during the public comment period, please

- State your name for the record.
- Identify the agenda item or topic you wish to address.
- Limit your comments to 5 minutes.
- Avoid foul language or derogatory remarks.
- Remember...your comments are part of the public record.

Additional Information

PA Bidding Requirements for 2026

- Below \$13,200: no formal bidding or written/telephonic quotes are required
- Between \$13,200-\$24,500: at least three written or telephonic quotes must be obtained
- Over \$24,500: formal public bidding is required
- Bidding Exceptions: purchase through COSTARS, COG or another municipality.

IRS Mileage Rate \$.68 per mile for 2026