CENTRE HALL BOROUGH COUNCIL
MEETING MINUTES
March 12, 2026

COUNCIL MEMBERS PRESENT: Kathryn Long; C. Christine Cooper; Matthew Roan, Patrick Kelly; Matt Powell; and LuAnn Yearick;

OTHERS PRESENT:
Kenny Strouse, Superintendent, Maintenance, Code Enforcement and Zoning Officer;
Philip Orndorf, Jr., Maintenance, Code Enforcement and Zoning Officer;
John Miller, Solicitor; and LeDon Young, Mayor;

CITIZENS PRESENT: None.

CALL TO ORDER: President Kathryn Long called the Meeting of the Centre Hall Borough Council to order at 7:00 pm.

OPENING OF THE 2026 PAVING & WATER LINE BIDS: A motion was made by Councilperson Matt Powell and was seconded by Councilperson Patrick Kelly to award bid to Gutelius Excavating for the amount of $242,079.00: Ayes – 6; Nays – 0; Motion passed.

CITIZENS: Nothing to report.

APPROVAL OF THE FEBRUARY MINUTES: A motion was made by Councilperson Patrick Kelly and was seconded by Councilperson Matt Powell, to approve the Minutes of the February 2026 Council Meeting: Ayes - 6; Nays – 0; Motion passed.

FINANCIAL STATEMENT: A motion was made by Vice-President C. Christine Cooper and was seconded by Councilperson Patrick Kelly, to approve the Financial Statement as presented for the month of February and to continue to pay the bills: Ayes – 6; Nays – 0; Motion passed.

ZONING / CODE ENFORCEMENT OFFICER'S REPORT:
Parking Tickets or Warnings – 0; Zoning Permits – 2; CEO Letters – 0

STATE OF THE BOROUGH REPORT: Nothing to report.

OLD BUSINESS:

1. The Personal Committee met early in the month of March to discuss the request from the Borough employees to add Federal Reserved Holidays to the current Employee Handbook. The Committee suggested adding Martin Luther King Day, Juneteenth, and Black Friday. A motion was made by Councilperson Matt Powell and was seconded by Councilperson Matthew Roan to add those days to the Paid Holiday list in the Employee Handbook: Ayes – 6; Nays – 0; Motion passed.
2. The Personal Committee expressed concern with hiring a full-time employee. They are asking for a hourly breakdown of Borough employee's workday responsibilities and completed duties. LeDon Young will be providing a template for employees to use. This will help the committee justify the reasons for a new full-time hire.

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NEW BUSINESS:

1. A motion was made by Vice-President C. Christine Cooper and was seconded by Councilperson Matthew Roan to pay Spring Township at $1,500 for 30hrs for street sweeping pending a legal agreement: Ayes – 6; Nays – 0; Motion passed.
2. A motion was made by Councilperson Matthew Roan and was seconded by Vice-President C. Christine Cooper to approve one day liquor license for Centre Hall Fire Company's Gun Raffle on May 16th, 2026: Ayes – 6; Nays – 0; Motion passed.
3. A motion was made by Councilperson Matt Powell and was seconded by Councilperson Patrick Kelly to sign Traffic Signal Maintenance Agreement for 2026: Ayes – 6; Nays – 0; Motion passed.

WATER BUSINESS:

1. A motion was made by Councilperson Matt Roan and was seconded by Councilperson Patrick Kelly to sign HACH Service Agreement for 2026: Ayes – 6; Nays – 0; motion passed.
2. A motion was made by Vice-President C. Chirstine Cooper and was seconded by Councilperson Matt Powell to approve water applications for 218 Heirloom Dr and 127 Buckwheat Lane.: Ayes – 6; Nays 0; Motion passed.
3. A motion was made by Councilperson Matthew Roan and was seconded by Councilperson Matt Powell to sign approved Transducer Works Dedication Agreement: Ayes – 6; Nays – 0; Motion passed.
4. A motion was made by Councilperson LuAnn Yearick and was seconded by Vice-President C. Chrisine Cooper to deposit Security Bond check from Transducer Work into an interest free account: Ayes – 6; Nays – 0; Motion passed.

CORRESPONDENCE (INCOMING): 2025 Audit has been completed. Auditor pay has increased to $18 per hour. A motion was made by Councilperson Matthew Roan and was seconded by Vice-President C. Christine Cooper to increase Auditor's pay to the $18 per hour: Ayes – 6; Nays – 0: Motion passed.

MAYOR'S REPORT: Mayor Young asked Kenny about Columbia Gas responsibilities for asphalt repairs.

SOLICITOR'S REPORT: John Miller stated things are moving along for the Water Authority. A motion was made by Councilperson LuAnn Yearick and was seconded by Vice-President C. Christine Cooper to amend the March Agenda: Ayes – 6; Nays – 0: Motion passed. A motion was made by Councilperson LuAnn Yearick and was seconded by Councilperson Matt Powell to sign engagement letter for 2nd phase of the water authority: Ayes – 6; Nays – 0; Motion passed.

COMMITTEE CHAIRPERSON REPORTS - from meetings they have called:

A. **STREETS – KELLY –** Kathryn Long stated random person was found on several ring cameras roaming people's property. State Police have been notified.
B. **WATER – ROAN –** Nothing new to report.
C. **PUBLIC SAFETY – YEARICK –** Nothing new to report.
D. **SOLID WASTE AND SIDEWALKS – POWELL –** Nothing new to report.
E. **LIGHTS AND NUISANCE – SMITH –** Nothing new to report.
F. **FIRE TAX – LONG/YEARICK** –
G. **FINANCE – COOPER –** Nothing new to report.
H. **TREE – LONG –** Lucille Fuller is looking to have trees removed for sale reasons. Borough will figure out if they are Borough trees or resident's trees.

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I. PENNS PRAIRIE PARK – POWELL – Grand opening of the Pavillion will be held May 2nd, 2026. There will be several activities plus food trucks. Matt Powell requested Angela advertises the event on the Borough electric sign.

ADJOURNMENT: At 8:45p.m., it was moved by Vice-President C. Christine Cooper and was seconded by Councilperson Matthew Roan to adjourn the meeting: Ayes – 6; Nays – 0. Motion Passed.

Respectfully Submitted,

Angela Mundy
Centre Hall Borough Secretary

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