

Richland Borough Council Meeting Minutes

January 2, 2018

(Recording A 04 & A 05)

Present: Dennis Seldomridge, Jim Niethammer, Kelly Bricker, Matt Johnson, Larry Hartman, Mark Brubaker, Travis Randler, Mayor Ray Shanaman, Solicitor Tom Harlan

Mayor Ray Shanaman called the **January Reorganizational Richland Borough Council Meeting** to order, followed by the Pledge of Allegiance to the Flag.

Mayor Shanaman proceeded to swear in newly elected officials: **Kelly Bricker, Mark Brubaker, Jim Niethammer and Travis Randler.**

Mayor Shanaman asked for a motion for **President of Borough Council**. Jim Niethammer made a motion to nominate **Dennis Seldomridge** as President of Richland Borough Council; Kelly Bricker seconded the motion; motion was carried with all members voting yes.

President Seldomridge presided over the remainder of the meeting.

The president asked for a motion for **VP of the Richland Borough Council**. Matt Johnson made a motion to nominate **Jim Niethammer** as VP of Richland Borough Council; Kelly Bricker seconded the motion; motion was carried with all members voting yes.

President Seldomridge asked for a motion for **President Pro-Tem for the Richland Borough Council**. Matt Johnson made a motion to nominate **Larry Hartman** as President Pro-Tem of the Richland Borough; Jim Niethammer seconded the motion; motion was carried with all members voting yes.

The president asked for a motion for **Vacancy Board Chair**. Kelly Bricker made a motion to nominate **Doug Good** as Vacancy Board Chair; Larry Hartman seconded the motion; motion was carried with all members voting yes.

President Seldomridge announced the **New Committees for 2018** are:

1. **Water:** Chairman: Jim Niethammer; Members: Dennis Seldomridge and Matt Johnson
2. **Highway:** Chairman: Larry Hartman; Members: Matt Johnson and Dennis Seldomridge
3. **Public Safety:** Chairman: Travis Randler; Members: Jim Niethammer and Kelly Bricker
4. **Property:** Chairman: Kelly Bricker; Members: Larry Hartman and Mark Brubaker
5. **Finance:** Chairman: Jim Niethammer; Members: all council members
6. **Recreation:** all council members

President Seldomridge stated he needed a motion for the following:

- To appoint **Perri Shanaman as Secretary/Treasurer**: Larry Hartman made a motion to appoint Perri Shanaman as Secretary/Treasurer of the Richland Borough; Jim Niethammer seconded the motion; motion was carried with all members voting yes.
- To appoint **Steckbeck Engineering as the Richland Borough Engineering Firm**: Travis Randler made a motion to appoint Steckbeck Engineering as the engineering firm for Richland Borough; Mark Brubaker seconded the motion; motion was carried with all members voting yes.
- To appoint **Henry and Beaver LLP as the Richland Borough Solicitor**: Jim Niethammer made a motion to appoint Henry and Beaver LLP as the solicitor for the Richland Borough; Travis Randler seconded the motion; motion was carried with all members voting yes.
- To appoint **Robert Rittle as the Richland Borough Code Enforcement Officer**; Larry Hartman made a motion to appoint Robert Rittle as the Code Enforcement Officer for the Richland Borough; Matt Johnson seconded the motion; motion was carried with all members voting yes.
- To appoint **Garcia, Garmen and Shea as the Richland Borough Auditor**: Kelly Bricker made a motion to appoint Garcia, Garmen and Shea as the Auditor for the Richland Borough; Jim Niethammer seconded the motion; motion was carried with all members voting yes.
- To appoint **Jonestown Bank and Trust as the Richland Borough Depository**: Travis Randler made the motion to appoint the Jonestown Bank and Trust as the Depository for the Richland Borough; Kelly Bricker seconded the motion; motion was carried with all members present voting yes.
- To appoint **Steve Sherk**, of Steckbeck Engineering, as the **Richland Borough Flood Plain Administrator**: Jim Niethammer made the motion to appoint Steve Sherk as the Flood Plain Administrator for the Richland Borough; Larry Hartman seconded the motion; motion was carried with all members voting yes.
- To appoint **Bill Behney to represent the Richland Borough with the Greater Lebanon Refuse Authority**: Kelly Bricker made the motion to appoint Bill Behney to the GRLA; Mark Brubaker seconded the motion; motion was carried with all members voting yes.

The president asked for a motion to approve the **December 2017** minutes. Larry Hartman made a motion to approve the December 2017 minutes, submitted by Borough Secretary Perri Shanaman; Kelly Bricker seconded the motion; motion was carried with all members present voting yes.

Citizen's Comments:

Doug Stump, of the Lebanon Daily News, asked if the Council is going to appeal the Zoning Board decision regarding the ducks. President Seldomridge referred the question to the Borough Solicitor, Tom Harlan, who stated Attorney John Enck has 45 days to render the decision, which must be signed by the judge. After receiving Attorney Enck's reason for the Zoning Board's decision, the Borough Council has 30 days to appeal the Zoning Board decision.

Communications:

1. President Seldomridge stated the borough received a request, from Brian McDonnell of **ELCO Youth Baseball**, to use the Moehlmann field for the upcoming **2018 Spring and Fall seasons**. Kelly Bricker made a motion to allow the ELCO Youth Baseball Teams to use the Moehlmann Field for the Spring and Fall seasons.
2. The President announced Eagle Disposal sent the Richland Borough a Recycling Report for the month of **December**, which stated the borough had **7.28 Tons of Recycling**.
3. According to President Seldomridge, the Lebanon Planning and Zoning issued a Building Permit to **Scott and Terri Espenshade**, of 313 Poplar Street, for a **16'X32'6" Roof over an existing patio**.
4. The Richland Borough received the Auditor's Report, from the PA Dept of the Auditor General's Office, for the Liquid Fuels Audit, held recently, for the Jan 1-2016-December 31, 2016 Period. There were no findings.
5. **Liquid Fuels** sent the Borough a new **Bidding Base Notice**.

Invoices:

President Seldomridge stated Jim Niethammer had reviewed the invoices, submitted for payment by Borough Secretary Perri Shanaman, and found them to be in order. Mark Brubaker made a motion to pay all the invoices submitted for payment; Matt Johnson seconded the motion; motion was carried with all members present voting yes.

Financial Report:

Kelly Bricker made a motion to approve the Financial Report, submitted by Gift Associates; Jim Niethammer seconded the motion; motion was carried with all members present voting yes.

Committee Reports:

Water Committee – Dwight Belleman stated they need to have a Water Committee Meeting to discuss issues with the tank.

Highway Committee – Larry Hartman stated he had received many nice compliments regarding the road crew performance of Dwight, John and Travis, during the recent bad weather. He also stated he wants to get with Dwight and John regarding one of the streets that appears to be sinking.

Property Committee – Nothing to report

Finance Committee – Nothing to report

Safety Committee – Nothing to report.

Reports:

Road Supervisor's Report – Kelly Bricker made a motion to accept the Road Supervisor's Report, submitted by Road Supervisor Dwight Belleman; Travis Randler seconded the motion; motion was carried with all members present voting yes. Replacing water meters was discussed.

Office Report – Jim Niethammer made a motion to approve the Office Report, submitted by Borough Secretary, Perri Shanaman; Travis Randler seconded the motion; motion was carried with all council members present voting yes.

Code Enforcement Report – Kelly Bricker made a motion to approve the **November and December** Code Enforcement Report, submitted by Code Enforcement Officer, Robert Rittle; Matt Johnson seconded the motion; motion was carried with all members voting yes.

Police Report – no report was submitted

MRJA Report – no report was submitted

OLD BUSINESS:

President Seldomridge asked for a motion to pass the **Second Reading of Ordinance #385**, imposing the **2018 Tax Rate of 2.49 mills and a Fire Tax Rate of .3 Mills**. Matt Johnson made a motion to pass the second reading of Ordinance #385; Kelly Bricker seconded the motion; motion was carried with all members present voting yes.

NEW BUSINESS:

1. President Seldomridge stated the borough had received a notice from the **Lebanon County Treasurer's Office**, changing the amount they will charge for the **collection of our Real Estate Taxes, from \$.45 ea to \$.50 ea**. Travis Randler made a motion to

approve the \$.50 ea charge for the Lebanon County collection of Richland Borough taxes; Jim Niethammer seconded the motion; motion was carried with all members voting yes.

2. The president stated, since 2014 the Borough has been putting money aside to update the badly needed office area. One of the lights burned up minutes before a meeting a few months ago and Dwight mentioned the electric panel box is no longer functioning properly and needs to be upgraded before it causes a fire. President Seldomridge asked for a motion to move forward with getting quotes for updating the office. Larry Hartman made the motion to move forward with the updating of the office; Matt Johnson seconded the motion; motion was carried with all members voting yes.

Mark Brubaker asked for an update of any litigation with the borough. The Richland Borough Council went into **Executive Session at 7:30 PM** to update and discuss litigation.

No notes were taken during the Executive Session.

The Richland Borough came out of **Executive Session at 8:00 PM**. President Seldomridge called the council meeting back in session, and announced the Borough Council went into Executive Session to discuss pending litigation.

President Seldomridge asked if there were any comments for the good of the Borough.

Since there were no comments, President Seldomridge asked for a motion to adjourn. Jim Niethammer made the motion to adjourn; Larry Hartman seconded the motion; motion was carried with all members present voting yes.

Respectfully submitted by:

Perri Shanaman

Borough Secretary