

Richland Borough Council Meeting Minutes

January 2, 2019

(Recording A 05)

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

President Seldomridge called the **Richland Borough Council Meeting** to order, followed by the Pledge of Allegiance to the Flag.

President Seldomridge opened the **Election of Officers for 2019** by asking for a nomination for **President**. Jim Niethammer nominated **Dennis Seldomridge for President** of Borough Council; Kelly Bricker seconded the motion; motion was carried with all members voting yes.

The president asked for a nomination for **Vice President**. Dennis Seldomridge nominated **Jim Niethammer for Vice President** of Borough Council; Larry Hartman seconded the motion; motion was carried with all council members voting yes.

President Seldomridge asked for a nomination for **President Pro-Tem**. Dennis Seldomridge nominated **Larry Hartman as President Pro-Tem** of Borough Council; Jim Niethammer seconded the motion; motion was carried with all members present voting yes.

The president asked for a nomination for the **Vacancy Board Chair**. Dennis Seldomridge nominated **Doug Good for Vacancy Board Chair** of Borough Council; Kelly Bricker seconded the motion; motion was carried with all members voting yes.

President Seldomridge Announced the New Committees for 2019 will remain the same as 2018. They are:

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

President Seldomridge asked for a motion for the following appointments:

A Motion to appoint **Perri Shanaman** as **Secretary/Treasurer** of the Richland Borough. Mark Brubaker made a motion to appoint Perri Shanaman as Secretary/Treasurer of the Richland Borough; Travis Randler seconded the motion; motion was carried with all members voting yes.

A Motion to appoint Steckbeck Engineering as the Richland Borough Engineering Firm. Jim Niethammer made a motion to appoint **Steckbeck Engineering** as the **Richland Borough Engineering Firm**; Kelly Bricker seconded the motion; motion was carried with all members voting yes.

A Motion to appoint Henry and Beaver LLP as the Richland Borough Solicitor. Jim Niethammer appointed **Henry and Beaver LLP** as the **Richland Borough Solicitor**; Travis Randler seconded the motion; motion was carried with all members voting yes.

A Motion 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**; Jim Niethammer seconded the motion; motion was carried with all members voting yes.

A Motion to appoint Garcia, Garmen and Shea as the Richland Borough Auditor. Matt Johnson made a motion to appoint **Garcia, Garmen and Shea** as the **Richland Borough Auditor**; Mark Brubaker seconded the motion; motion was carried with all members voting yes.

A Motion to appoint Jonestown Bank and Trust as the Richland Borough Depository. Jim Niethammer made a motion to appoint the **Jonestown Bank and Trust as the Richland Borough Depository**; Kelly Bricker seconded the motion; motion was carried with all members voting yes.

A Motion to appoint Steve Shirk, of Steckbeck Engineering as the Richland Borough Flood Plain Administrator. Jim Niethammer made a motion to appoint **Steve Shirk as the Flood Plain Administrator** for the Richland Borough; Mark Brubaker seconded the motion; motion was carried with all members voting yes.

The president asked for a motion to approve the **December 2018** minutes. Mark Brubaker made a motion to approve the December 2018 minutes, submitted by Borough Secretary Perri Shanaman; Kelly Bricker seconded the motion; motion was carried with all members present voting yes.

Citizen's Comments:

Jay D Wenger stated the Railroad Diner has no handicap parking on their lot and the owner stated he has no plans to make a handicap spot. He asked how the borough stands on this. The Code Enforcement Officer stated the borough does not require it to be there, therefore, legally,

the borough can't make them create a handicap spot on his lot, because it's an existing establishment.

Communications:

The president stated the borough had received two approved building permits from Lebanon Planning and Zoning:

- Jay Horst, who purchased the old Leffler property at the corner of Main St and Linden St., acquired a permit for a coffee shop in a portion of the main building complex.
- Mike Belleman, of E Linden Street, acquired a permit for a garage on his property.

Eagle Disposal sent the borough notification they received **4.6 Tons of Recycling** for the month of December. Discussion followed regarding business properties and apartment complexes not sending in letters, annually, for the borough council to give permission for them to have a dumpster and be excused from the regular trash billing. Kelly Bricker made a motion for the borough secretary to send a letter, to all properties presently having dumpsters, requesting a waiver from the annual garbage bill; Larry Hartman seconded the motion; motion was carried with all members voting yes. The borough secretary was instructed to give the recipients, of the letter, until mid-February to submit their waiver.

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. Travis Randler made a motion to pay all the invoices submitted for payment; Kelly Bricker seconded the motion; motion was carried with all members voting yes.

Financial Report:

The president asked for a motion to approve the **December Financial Report**, submitted by Gift Associates. Jim Niethammer made a motion to approve the December Financial Report; Kelly Bricker seconded the motion; motion was carried by all members present voting yes.

Committee Reports:

Water Committee – Jim Niethammer reported the committee had a meeting earlier that week and discussed the fact the borough does not have a good leak detection program. He would like to make a motion to check out pricing for a good leak detector and go in with Womelsdorf Borough to purchase one with them. After discussion, Kelly Bricker seconded the motion. Motion was carried with all members voting yes.

Jim Niethammer stated the water committee is also looking into doing a major upgrade to the main water line coming in to town. He feels the borough needs to look into an Engineering Firm

to investigate the line issues. Dwight Belleman stated, because of the age of the main line, it can't take the water pressure any longer, and is splitting. This issue is what caused the major leak the borough had a few weeks ago, between the reservoir and the borough. Fortunately it was found and repaired before the town ran out of water, but the reservoir lost 600,000 gallons and dropped 10 feet. Jim Niethammer stated the borough's average daily usage is 80,000 gallons per day. Fortunately the tank was full and back fed the entire town, but that is why the town was asked to conserve water until the major leak was repaired.

Jim Niethammer further stated the Water Committee is recommending the borough adjust their water rates to prepare for the anticipated upgrade to the main line. The residents presently pay \$55 for the first 5,000 gallons with a charge of \$5 for every 1,000 gallons after that. What the water committee is proposing is a flat fee of \$60 with an additional charge of \$5 for every 1,000 gallons. There would be no more free water with the minimum charge. It would be a minimum charge plus a \$5 fee for every 1,000 gallons. Tom Harlan stated this rate adjustment would have to be done through a Resolution. Mark Brubaker made a motion to create **Resolution #291** changing the water rates to **\$60 minimum charge, plus a \$5 per 1,000 gallon rate**; Matt Johnson seconded the motion; motion was carried with all members voting yes. After discussion, Kelly Bricker made a motion to send a letter out to the water customers, with the First Quarter Billing, notifying them of the rate increase, as of the Second Quarter; Jim Niethammer seconded the motion; motion was carried with all members voting yes.

Dennis Seldomridge made a suggestion the Water Department visit the Horst property, and other businesses within the borough, to make sure they are compliant, as far as the EDU's they are paying for. After discussion, Kelly Bricker made a motion for the Water Department to look into the businesses, in the borough, to determine if the water EDU's are distributed properly; Jim Niethammer seconded the motion; motion was carried with all members voting yes.

Highway Committee – nothing to report

Property Committee – Larry Hartman stated the building for the borough equipment is very outdated and he feels the borough needs to look into expanding the present borough building to allow proper space for the borough equipment to be housed and worked on.

Travis Randler reported the street light at 400 W Linden Street is out.

Finance Committee – nothing to report

Safety Committee – nothing to report

Reports:

Road Supervisor's Report – Jim Niethammer made a motion to accept the **December Road Supervisor's Report**, submitted by Road Supervisor Dwight Belleman; Mark Brubaker seconded the motion; motion was carried with all members present voting yes.

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

Code Enforcement Report –Jim Niethammer made a motion to approve the **December Code Enforcement Report**, submitted by Code Enforcement Officer, Bob Rittle; Mark Brubaker seconded the motion; motion was carried with all members voting yes.

Police Report – Mark Brubaker made a motion to approve the November and December State Police Report; Jim Niethammer seconded the motion; motion was carried with all members voting yes.

MRJA Report – There was no December report, because their meeting will be held Monday, January 6.

OLD BUSINESS:

- President Seldomridge asked for a motion to pass **Ordinance #386**, which was advertised in the Lebanon Daily News, and the First Reading was passed in the December 2018 meeting, establishing the **2019 Tax Rate at 2.49 Mills** and the **Fire Tax at .3 Mills**. Jim Niethammer made a motion to pass Ordinance #386 establishing the 2019 Tax Rate of 2.49 Mills and the Fire Tax Rate of .3 Mills; Larry Hartman seconded the motion; motion was carried with all members voting yes.

NEW BUSINESS:

- President Seldomridge stated, because of the initial draw time for the loan for Well #7 was 12 months, he needs a motion to modify the loan's draw period of time, with JBT Bank. This will prevent the borough from the time and expense of having to reapply for a new loan. Jim Niethammer made the motion for the borough to modify the **#7 Well Loan's draw time**, with JBT Bank; Mark Brubaker seconded the motion; motion was carried with all members voting yes.

The president stated the borough council would like to go into **Executive Session to discuss pending litigation**. The council went into session at **8:08 PM**. No notes were taken during the executive session. The council came out of executive session at **8:32 PM** and the president stated they were in **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, the president asked for a motion to adjourn. Travis Randler made a motion to adjourn; Jim Niethammer seconded the motion; motion was carried with all members voting yes.

Respectfully submitted by:

Perri Shanaman

Borough Secretary