

Richland Borough Council Meeting Minutes

June 4, 2019

(Recording A16)

Present: Dennis Seldomridge, Jim Niethammer, Matt Johnson, Mark Brubaker, Mayor Ray Shanaman, Attorney Tom Harlan

Absent: Kelly Bricker, Larry Hartman, Travis Randler

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

President Seldomridge asked for a motion to approve the **May 2019** minutes. Matt Johnson made a motion to approve the May 2019 minutes, submitted by Borough Secretary Perri Shanaman; Dennis Seldomridge seconded the motion; motion was carried with all members present voting yes.

Citizen's Comments:

Jay D. Wenger questioned if the alley behind the library was owned by the State or the Borough. He was informed it is owned by the Borough. Mr. Wenger stated he asked because there were pot holes in the library parking area off to the side of the alley. However, the pot holes are now repaired. He was told the pot holes would be the responsibility of the library.

Communications:

President Seldomridge stated the Borough had received a letter, from Lebanon County Conservation District, stating the property owned by **James Z and Thelma M Brubaker**, of 120 Sonnen Rd, Richland, **wishes to be preserved**. It is presently in the Agricultural Security Area (ASA), but now wishes to be preserved. Per the informative letter, no action needs to be taken by the Borough Council.

The borough received notification of a **\$3,596.91** payment from **Comcast**, for Franchise Fee payments.

The PA Dept of Transportation sent the borough notification of a payment, of **\$414.26**, for **PA State Police Fines**.

Eagle Disposal reported they collected **6.88 Tons of Recycling** for the month of **April 2019**.

Three Building Permits were issued, by Lebanon Planning and Zoning, for the month of April: to **Anthony and Alexis Pedia**, of 401 E Linden St, **for a fence**; to **Edward Friedrich**, of 34 E Main St, **for a fence and also an uncovered patio**; to **Ronald Krause and Kelly Hartman**, of 407 Poplar St, **for a deck**.

Invoices:

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

Financial Report:

President Seldomridge asked for a motion to approve the **April Financial Report**, submitted by Gift Associates. Jim Niethammer made a motion to approve the April Financial Report; Matt Johnson seconded the motion; motion was carried by all members present voting yes.

Committee Reports:

Water Committee – Chairman Jim Niethammer stated the Water Committee needs to have a meeting in the next few weeks. He further stated he had contacted David Bright, of Spotts, Stevens and McKoy, because of the emails the borough had been receiving from him, regarding a proposed joint meeting between the borough and the Womelsdorf/Robeson Water Co. He informed Mr. Bright the borough is presently exploring its options.

Highway Committee – John Johnson reported the **Tar and Chipping project**, on several streets throughout town, would be performed **Friday**. He asked if cars, which have not been moved, could be towed. He reported they are having major problems, throughout town, with residents not moving cars for Street Sweeping and Snow Emergencies. Discussion followed. Attorney Tom Harlan will research if cars may be towed, if not moved after proper notice has been given. Mark Brubaker made a motion to post the No Parking Signs, with the “Will Be Towed” statement, and then tow any cars Friday morning which have not been moved; Jim Niethammer seconded the motion; motion was carried with all members present voting yes.

Property Committee – Nothing to report

Finance Committee – Nothing to report

Safety Committee – nothing to report

Reports:

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

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

Code Enforcement Report – Mark Brubaker made a motion to approve the Code Enforcement Report; Matt Johnson seconded the motion; motion was carried with all members present voting yes.

Police Report – No State Police Report was available

MRJA Report – The **April and May MRJA Report** was made available for review.

OLD BUSINESS:

President Seldomridge stated the council had been given **3 Policies** last month, to take home and review. The Borough Insurance Company has requested the borough adopt these three policies. Jim Niethammer made a motion to adopt the **Crisis/Incident Plan**, the **Investigation Procedure** and the **Social Media Policy**; Mark Brubaker seconded the motion; motion was carried with all members present voting yes.

John Johnson reported he contacted a paving company and the next time they are in town doing a job, they will **mill out and repair the dipping on New Street**. However, they cannot do the repair of the street, with the Donald Gill property bushes growing 10 feet out onto the street. Attorney Tom Harlan informed the council the Gill property would be going on Sheriff's Sale the following Tuesday.

John Johnson further reported he had contacted the State, regarding the **holes in front** of both the **Mulhern property and the Mark's property**.

The president informed the council Perri and Jim are **working on obtaining a grant** for the playground equipment, which needs replaced. In the meantime, he would like the council members to review the playground equipment books, provided by various companies, and come up with ideas, for replacement equipment, in order that Perri and Jim can move forward with completing the paperwork for the grant. Matt Johnson suggested the Property Committee meet to discuss their options with replacement equipment. In the meantime, the borough men were instructed to put up Orange Construction Fencing around the two bad areas, because of the upcoming Playground season.

President Seldomridge informed the Council, the alternate playground employee, they voted to hire in last month's meeting, has declined the offer. Therefore, because the playground

employees have no alternate, if one of the employees can't work on a given day, the playground will have to be closed. Two employees must be on the premises at all times.

NEW BUSINESS:

President Seldomridge stated the borough web designer has now graduated from college and is employed by Microsoft. He asked the council if they wanted to give a raise to the **web designer**. After discussion, Jim Niethammer made a motion to pay him **\$20 per hour**; Mark Brubaker seconded the motion; motion was carried with all members present voting yes.

Code Enforcement Officer, Bob Rittle, submitted a letter he wanted borough council to approve. This letter would be sent to residents who didn't comply, with the notices given, and need to be fined. After discussion, Jim Niethammer made a motion to accept the **"Notice of Fine" Letter** to be sent to residents, not complying with previous notices received, from the Code Enforcement Officer; Matt Johnson seconded the motion; motion was carried with all members present voting yes.

The president asked for a motion to adjourn. Jim Niethammer made a motion to adjourn; Mark Brubaker seconded the motion; motion was carried with all members voting yes.

Respectfully submitted by:

Perri Shanaman

Borough Secretary