

A regular meeting of the Richland Borough Council was held on Tuesday, October 6, 2020 at 7:00 p.m. in the meeting room at the Richland Borough Building. The President being in the chair and the Secretary being present.

Present were: President Kelly Bricker, Vice President James Niethammer, President Pro Tem Larry Hartman, Councilmembers Mark Brubaker, Travis Randler, Robert Rittle, Mayor Ray Shanaman, Road Supervisor Dwight Belleman, Secretary/Treasurer Rebecca Schnoke, and Interim Secretary Lisa A. Brubaker. Absent was Councilmember Matthew Johnson and Assistant Road Supervisor John Johnson.

President Bricker called the Richland Borough Council Meeting to order at 7:00 p.m. and asked everyone to stand and recite the Pledge of Allegiance.

The President asked for a motion to approve the previous months minutes. A motion was made by Larry Hartman, seconded by Mark Brubaker, to dispense with the reading of and approve the minutes of the previous meeting held on September 1, 2020. Motion unanimously carried.

President Bricker opened the floor for citizens' and visitors' comments. There were five (5) persons present.

Michelle Voydik – 29 N. Race Street – Nothing to report.

Loren Gerhart – 16 Georgie Lane – inquiring about update to noise ordinance mention in April 2020 meeting. President Bricker stated the former solicitor was working on this matter but the borough has not received anything in regards to this issue. We currently have a new solicitor who at this time is not up to speed on this matter but will be working on this matter. This will be made a priority. Loren Gerhart stated the issue he is referring to has to deal with an industry here in Richland that based on the use of a mobile decibel meter reading app the level emitted is over the decibel guidelines per the EPA at 55 decibels. Robert Rittle stated that the current ordinance mainly deals with motor vehicle noise and once updated Loren should call back so the complaint can be noted and investigated.

Pete Rowe – 12 S Race St – This property holds “Light the Night” every year for Halloween. He would like to know with Covid this year if they may still proceed. President Bricker stated we are part of Lebanon County and will be having Trick or Treat Thursday October 29th from 6:00pm-8:00pm. President Bricker stated if people are comfortable attending it is their choice, President Bricker asked the solicitor Andy George if this was ok. He stated it is not a function we are approving, it is a private function and if precautions are taken he sees no reason the event can't be held. Mr. Rowe asked that cones be put on Church Street from Race Street to Apple Alley to block traffic during the event. James Niethammer made a motion. Seconded by Robert Rittle, that cones be placed at Church Street from Race Street to Apple Alley to block traffic during the event. Motion unanimously carried.

Nancy Wenger – 201 Leffler Dr. – Reminded everyone to vote 11/3/2020. Street signs at Linden and Church as well as Linden and Park are tilted, could they be fixed. President Bricker stated as soon as there is time following the current water test this matter will be addressed. Nancy Wenger requested the amount of time for a vehicle from out of state to be registered in state, James Niethammer stated that they have 30 days. A truck on the corner of Leffler Drive and Millbach Road with Minnesota plates has been there for about 7 months. Robert Rittle stated he has no way

to know who owns the vehicle. President Bricker directed Mrs. Wenger to contact the Jonestown State Police.

Owen Landis – 509 Elm Street – Richland Beautification Committee (RBC) goal to restore Richland. Would like to thank Kevin Bricker for taking care of the mulch and labor this year at the town lot where the Christmas tree is located. RBC is looking into purchasing Christmas lights, specifically snowflakes 5 feet tall to be used during the holiday seasons so it can be utilized longer and is not a religious symbol. Individuals and businesses interested in donating lights. The decision has been made to cancel the tree lighting ceremony this year due to Covid. Dwight noted that previously all of the photocells on these telephone poles were no good and that the snowflakes must be hung within certain guidelines per electric provider. Also the Ridgeply trucks in past years have broken these lights. James Niethammer agreed to contact PPL to see what their guidelines are for hanging lights. Owen asked if the Borough employees could hang the lights and take the lights down every year if the RBC provides a bucket truck for them to use. Mark Brubaker recommended that the property committee meet with Owen to establish details before motions are made. Larry Hartman made a motion, seconded by Mark Brubaker, to accept the three requests made by the RBC 1. permission to put lights on now and in the future 2. To determine PPL power needs & Borough employees hanging the lights and 3. Meeting with the property committee to see what the options and timeframes are. Motion carried 6- yes and 1-abstained, President Bricker Abstained as she is a member of the RBC.

The following Committee reports were presented to Council: Water Report, Highway Report, Property Report, Finance Report, Safety Report, and Personnel Report.

Water Committee – 2 hours from being through 72 hour pump test, currently pumping 150 gallons per minute, it is going very well.

Highway Committee – Nothing to report.

Property Committee – Nothing to report.

Personnel Committee – Nothing new to report, continuing to work on handbook.

Finance Committee – Continuing to work on budget.

Safety Committee – Nothing to report.

A motion was made by Larry Hartman, seconded by James Niethammer, to accept the Committee Reports. Motion unanimously carried.

The following reports were presented to Council: Mayor Report, Road Supervisor Report, Office Report, Solicitor Report, Code Enforcement, and State Police Report.

Mayor Report – Nothing to report.

Road Supervisor's Report – There were no questions on the report.

Water Report – Water bills were mailed today.

Office Report – Verbal report given, learning the coding of invoices and bank statements. All water meters have been inputted and water bills were mailed today.

Solicitor's Report – No report submitted

Code Enforcement Officer Report – verbal report given due to technical difficulties. 15 E Main cleaned up weeds, several letters sent out for trees, 7 and 107 Poplar Street have been trimmed, 203 Oak Street has cleaned up weeds nicely. Properties that will be fined, the property at the end of town and 212 E. Main Street for not maintaining their weeds as well as 2 E. Main Street for not repairing their structure. Have not gone by 11 S. Race Street to see if chickens are still present.

Police Report – There were no questions on the report.

MRJA Report – Their meeting will be held October 5, 2020. There were no questions on the report.

A motion was made Mark Brubaker, seconded by Travis Randler, to accept the Officials Reports. Motion unanimously carried.

The Financial Report for August and September 2020 was submitted by Gift Associates. A motion was made by James Niethammer, seconded by Mark Brubaker, to approve the Financial Report and have it on file for Audit. Motion unanimously carried.

The invoices were presented. A motion was made by Mark Brubaker, seconded by Travis Randler, to pay all the invoices submitted for payment to Gift Associates; Motion unanimously carried.

The following communications were received:

Signs Have been ordered and paid for through State Correctional Institute; Lebanon County Tire Collection; August Monthly Municipal Report from Eagle Disposal; Millcreek-Richland Joint Authority Reports; Zoning Permits received for Jacquelyn Strauss; Kendra and Darren Ernfield; ACH webinar training through Diversified.

Old Business – No Old Business

New Business

A motion was made by Travis Randler, seconded by James Niethammer to approve advertisement of Trick or Treat on October 29, 2020 from 6:00pm-8:00pm; Motion unanimously carried.

The Cable Franchise Agreement was given to Solicitor George to review, who forwarded the agreement to Cohen Law Group who specializes in this field. Cohen reported Richland Borough is not getting their fair share from Comcast in regards to revenues and benefits. Cohen will charge \$6,900.00 to negotiate the contract and prepare the Ordinance. A motion was made by Robert Rittle, seconded by James Niethammer, to approve the engagement letter for the proposal from Cohen Law Group for legal services for the cable franchise renewal with Comcast for a flat fee of \$6,900.00. Motion unanimously carried.

Website has been down and is in need of redesign. Met with Level Eleven to redesign website which would allow for self-monitoring and service of the website. Redesign by Level Eleven would cost \$3,500.00 with a \$240.00 annual hosting. A motion was made by Travis Randler, seconded by Robert Rittle to approve the quote from Level Eleven and to redesign the website for \$3,500.00 with a \$240.00 annual hosting fee. Motion unanimously carried.

A motion was made by Larry Hartman, seconded by Mark Brubaker, to rescind the motion from the January 6, 2020 meeting to appoint Steckback Engineering as the Richland Borough Engineering Firm for 2020. Motion unanimously carried.

Council may adopt Resolution 2020-03 – A Resolution to appoint an Engineering Firm for 2020. A motion was made by James Niethammer, seconded by Travis Randler, to adopt Resolution 2020-03 to appoint Daniel Becker and Becker Engineering as the Engineering Firm for the Borough for the remainder of the 2020 calendar year. Motion unanimously carried.

Council may adopt Resolution 2020-04 Updating Document Signers. A motion was made by Robert Rittle, seconded by James Niethammer, to update document signers to include, Kelly Bricker as President, James Niethammer as Vice President, Larry Hartman as President Pro Tem, Rebecca Schnoke as Secretary/Treasurer, Dwight Belleman as Road Supervisor and John Johnson as Water Supervisor. Motion unanimously carried.

A motion was made by James Niethammer, seconded by Mark Brubaker, to approve the purchase of Quick Books Accounting Software including payroll services for a total price of \$549.99. Motion unanimously carried.

A motion was made by Mark Brubaker, seconded by Robert Rittle, to approve to extend the water bill due date, with no late charges to November 6, 2020. Motion unanimously carried.

A motion was made by Mark Brubaker, seconded by Larry Hartman, to allow Grace United Church of Christ November 28, 2020 to close Church Street during the hours of 7:30am-12:30pm during their bizarre. Motion unanimously carried.

President Bricker recognized Dwight Belleman’s 35 years of service for the Borough.

President Bricker asked Dwight Belleman to look into chlorination leak detectors for the reservoir facility and the proposed cost.

President Bricker announced the Council will recess the Regular Session and enter into Executive Session at 8:16 p.m. to discuss legal matters.

The Council returned from Executive Session at 8:42 p.m. reconvening the Regular Session.

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

Seeing none. A motion was made by Mark Brubaker, seconded by Larry Hartman, to adjourn. Motion unanimously carried.

The meeting was adjourned at 8:42 p.m.

Respectfully Submitted By:

Rebecca Schnoke,
Richland Borough Secretary