

# **Richland Borough Council Meeting Minutes**

**March 3, 2015**

**(Recording B10)**

**Present:** Jim Niethammer, Matt Johnson, Larry Hartman, John Mueller, Solicitor Tom Harlan, Mayor Ray Shanaman

**Absent:** Dennis Seldomridge, Dan Auman, Travis Randler

Vice President Jim Niethammer called the meeting to order, at 7 PM, followed by the Pledge of Allegiance to the Flag.

VP Niethammer asked for a motion to approve the February 3 Meeting Minutes, submitted by Borough Secretary, Perri Shanaman. John Mueller made a motion to accept the minutes; Larry Hartman seconded the motion; motion was carried with all present voting yes.

## **Citizens Comments:**

Chris Good questioned Libby Forry's frozen pipe issue. He was informed Libby's pipes are now thawed and he has his normal water service.

Jonathan Zinn presented his Insurance Renewal packet for the council's review. He distributed renewal packets, to all members present, and reviewed many sections throughout the renewal packet. He also informed the council that the insurance premium is coming down \$1000, due to the Industrial Appraisal we had performed last year, which gave a more accurate value of Borough owned properties. Larry Hartman made a motion to approve and renew the insurance with Zinn, due the beginning of April 2015; John Mueller seconded the motion; motion was carried with all present voting yes.

## **Financial Report:**

VP Niethammer stated he had reviewed the invoices submitted for payment and needs a motion to approve them. Matt Johnson made a motion to approve the invoices submitted for payment; Larry Hartman seconded the motion; motion was carried with all present voting yes.

John Mueller made a motion to accept the Financial Report, submitted by Gift Associates; Matt Johnson seconded the motion; motion was carried with all present voting yes.

## **Committee Reports:**

**Water Committee** – Council members Dan Auman and Jim Niethammer met with Penny Hartman regarding the Richland Swimming Pool Association’s use of water at no charge. They need to set up another meeting to discuss some cost relief for the water used by the pool.

Chris Good Reported the water pressure is bad

**Highway Committee** – nothing to report;

**Property Committee** – nothing to report

**Safety Committee** – nothing to report

**Finance Committee** – nothing to report

**Road Supervisor’s Report** –Larry Hartman made a motion to approve the Road Supervisor’s Report, submitted by Road Supervisor, Dwight Belleman; John Mueller seconded the motion; motion was carried with all present voting yes.

**Office Report** –Larry Hartman made a motion to approve the Office Report, submitted by Borough Secretary, Perri Shanaman; John Mueller seconded the motion; motion was carried with all present voting yes.

**Code Enforcement Report** –Larry Hartman made a motion to approve the Code Enforcement Report, submitted by Code Enforcement Officer, Jeff Arnold; Matt Johnson seconded the motion; motion was carried with all present voting yes.

**MRJSA Report** –Matt Johnson made a motion to approve the MRJSA Report; John Mueller seconded the motion; motion was carried with all members voting yes.

**State Police Report** – Larry Hartman made a motion to approve the PA State Police Report; John Mueller seconded the motion; motion was carried with all present voting yes.

## **Old Business:**

Charles Haddad asked for a waiver of fees and a hearing for his Conditional Use Application he submitted for his 4 Acre Tract of Land, now under an Agreement of Sale with the Musser Family. Discussion followed with Charles, again, detailing the three operations of the Musser family and the fact that they wouldn’t be using more than 1,000 gallons of water per day in the one building and would only use enough water in the other building for sanitary purposes. Tom Harlan stated he had discussed their situation, at length, with Engineer Jeff Steckbeck, and he and Jeff didn’t feel there would be any problem in waiving the Conditional Use Hearing and Fees involved, with the condition if the Musser family should use more than 1,500 gallons of water per day, the Conditional Use would need to be addressed. John Mueller made a motion to grant a waiver to Charles Haddad and the Musser family for the Conditional Use Hearing and

Fees with the stipulation, if they use more than 1,500 gallons per day, the situation would be readdressed; Larry Hartman seconded the motion; motion was carried with all present voting yes.

VP Niethammer announced, since there were no Rec Board Sign-ups as of March 1, the Rec Board would remain in suspension, as voted on in the January 2015 Council Meeting.

### **New Business:**

VP Niethammer stated the borough had received information from Angie Foltz, Program Specialist for the Lebanon County Conservation District, on the James and Thelma Brubaker property wishing to be enrolled in Millcreek's Ag Security Area. More information will follow in the future. At present Richland Borough does not need to do anything.

Maybelle Morgan, who does the Richland Water Co billing, submitted a proposal from Harris for a program that would convert the water meter readings in the Harris program over to a PDF, which Maybelle could then convert to an Excel file. It would save Maybelle about 2 hrs a month of water meter implementation time onto the excel document the guys use to record new meter readings each quarter. This program would also eliminate human error in transposing numbers. The cost of the program is \$592.50. Larry Hartman made a motion to purchase the program from Harris; John Mueller seconded the motion; motion was carried with all present voting yes.

VP Niethammer announced Garcia, Garmen and Shea had provided Borough Council with a "Preliminary Audit" and everyone was given a copy. We have to sign and return the Acceptance Letter to Garcia, Garmen and Shea. Larry Hartman made a motion to accept the Preliminary Audit; Matt Johnson seconded the motion; motion was carried with all present voting yes.

VP Niethammer reported the people with frozen pipes were elderly and living alone. The Water Committee made a decision to have these people keep their water running very slowly, to avoid another freeze-up. If their water bill is over the minimum, we would not charge them the overage, as it saves the Borough thousands of dollars in digging up the water line. Also, there were two elderly citizens, whose pipes froze, that we ran a hose over to their neighbor to obtain water. Those neighbors will be given free water for the quarter because, again, it is much cheaper than digging up the water line. Jim further stated the borough found a device to defrost the inside of pipes without having to dig to the water line. The cost is \$2500 and was recently ordered, but is on backorder. The device will pay for itself in a very short amount of time.

VP Niethammer also noted the sidewalk near the playground, on the Park Street side, is in bad need of repair and should be repaired as soon as possible, weather permitting.

### **Communications:**

The Borough received the Annual Report from the Richland Fire Police.

We received correspondence from the Richland Heritage Society asking for a donation and also listing the upcoming activities of the Richland Heritage Society Activities Committee.

The PA Liquor Control Board sent us a letter stating we would be receiving a ck for \$250 for fees charged to establishments in Richland. We received that check 3/3/15.

Martin Paving sent us notification that the Street Sweeping will be Tues May 5 and Wed May 6 in the Borough.

We received notification from the PA State Extension Office that Lebanon Tire Collection will be Tuesday April 14, 2015 from 8 AM-6 PM at the Lebanon Expo Center. This collection is to prevent the spread of the West Nile Virus due to old tires lying around. Each municipality will be funded \$154 automatically. However, they are asking for additional funds, from each municipality, so their citizens won't be charged for the tire drop off when the \$154 credit is depleted. 12 auto or 2 large tires will be taken for free, as long as the municipality is not out of funds. Excess tires or tires in municipalities who are out of funds will be accepted at a rate of \$3 per auto tire and \$25 per larger tire.

VP Niethammer asked if there were any more comments for the good of the borough.

Matt Johnson made a motion to adjourn; Larry Hartman seconded the motion; motion was carried with all present voting yes.

Respectfully submitted by:

Perri Shanaman

Borough Secretary