

A regular meeting of the Richland Borough Council was held on Tuesday, July 7, 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, Councilmember Robert Rittle, Matthew Johnson, Larry Hartman, Mark Brubaker, Mayor Ray Shanaman, Solicitor Thomas Harlan, Assistant Road Supervisor John Johnson, and Interim Secretary Lisa A. Brubaker. Absent was Councilmember Travis Randler.

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. Robert Rittle stated his name is misspelled, that correction will be made. A motion was made by James Niethammer, seconded by Larry Hartman, to dispense with the reading of and approve the minutes of the previous meeting held June 2, 2020, with corrections. Motion unanimously carried.

President Bricker opened the floor for citizens' and visitors' comments. There were three (3) persons present.

Attorney Rich Raiders from Raiders Law stated last year there was a situation involving his clients regarding a laundry mat issue. This situation stemmed from an apparent letter sent to the Borough. A right-to-know request was submitted requesting the last five (5) years of correspondence. No correspondence were found regarding the apparent letter. President Bricker stated the Borough is unaware of any such letter. Nothing was ever presented to Council. President Bricker stated she and several other Councilmembers understand the severity of rumors and how it can be very harmful. This Council, their focus is, what is in the best interest of the Borough. President Bricker asked who apparently sent this letter to the Borough. Michelle Voydik stated it was apparently sent by her complaining about Savich's Bar. It was stated that two (2) people from the Borough stated that she wrote a letter complaining about the bar. This person would not tell her who the people were. Solicitor Harlan stated the Borough did a thorough search of the records and nothing was found. The Borough cannot produce something it does not have. Solicitor Raider agreed. President Bricker stated the Borough would not withhold information if received. If the person who spoke to Michelle Voydik would like to come forward and provide the names of the Borough personnel she would gladly speak to them. After discussion, President Bricker and another member of Council will speak to the other party. Solicitor Raider stated he appreciated the Boroughs response to his request.

President Bricker moved to the invoices. A motion was made by Matthew Johnson, seconded by Mark Brubaker, to pay all the invoices submitted for payment to Gift Associates; Motion unanimously carried.

The president asked for a motion to approve the Financial Report submitted by Gift Associates. A motion was made by James Niethammer, seconded by Larry Hartman to approve the May Financial Report. Motion unanimously carried.

President Bricker announced the Council will recess the regular session and entered Executive Session at 7:14 PM to discuss personal and legal matters.

The Council returned from Executive Session at 8:02 p.m. reconvening the regular session.

A motion was made by Larry Hartman, seconded by James Niethammer, to approve Lisa A. Brubaker as recording secretary for the Borough. Motion unanimously carried.

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

Water Committee – Chairman Niethammer stated he had nothing to report. John Johnson was present to discuss items for the former pool area. President Bricker stated she received a call from Andy Kriss asking how he could get water to the former pool area. Kelly Bricker and Dwight Belleman went out to the site and met with Andy Kriss.

John Johnson explained the former line would not be used. He stated the main goes right through the property. Their suggestion is to tap the main and run a new line to the meter box outside of the fence, then they can hook up and run it the rest of the way. President Bricker explained the costs were reviewed, an estimate cost would be \$1,500.00. She is proposing as a good gesture, the Borough do that as a donation to support this entity in town. A motion was made by James Niethammer, seconded by Mark Brubaker, to place a new tap, pit and meter as a donation from the Borough. Motion unanimously carried.

Highway Committee – Chairman Larry Hartman thanked Borough employee's Dwight Belleman and John Johnson for their work during the oil and chipping project by Martin's Paving. Chairman Hartman asked John Johnson if the State can be contacted regarding some repairs to several of their roadways. John Johnson stated they will contact and report it to the State.

President Bricker stated information was received from Lebanon County on County Aid Funds that are available for the Borough in the amount of \$1,519.00. Lisa A. Brubaker explained how the program works. The Borough would need to approve a Resolution, if they have not, to approve the funding. The funds can be used for eligible items under PennDot regulations.

Property Committee – President Bricker stated the pool matter was discussed. Property Maintenance issues are being worked on by the Code Enforcement Officer.

Finance Committee – Nothing to report

Safety Committee – Nothing to report

Personnel Committee – President Bricker stated the committee met and are presenting for the Borough to hire a full-time Secretary. The advertisement for the position will be presented under old business.

The following communications were received; Correspondence from Lebanon County regarding County Aid Funds; Hazardous waste pickup information from Greater Lebanon Refuse Authority; a request from Randy Maurer asking the Borough to repeal the Fireworks Act of 2017; the Veteran

Affairs postcard on suicide prevention and programs available to help municipalities with distressed properties; Fall Leadership Conference information; the May refuse report from Eagle Disposal reporting 6.03 tons collected; and one (1) permit from Ray and Perri Shanaman for a fence permit that was approved by Lebanon County Planning Department.

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

Road Supervisor's Report – A motion was made by James Niethammer, seconded by Larry Hartman, to accept the June Road Supervisor's Report, submitted by Road Supervisor Dwight Belleman. Motion unanimously carried.

Office Report – President Bricker provided a verbal report. A pension audit from the Auditors General Office was completed; a meeting with Gift Associates was held to review coding and billing; President Bricker has been coming to the office and handling call, billing, and any other needed items. A motion was made by James Niethammer, seconded by Mark Brubaker, to accept the June Office Report. Motion unanimously carried.

Solicitor's Report – No report submitted

Code Enforcement Officer Report – Robert Rittle provided an update on 213 E. Main Street. A motion was made by Mark Brubaker, seconded by Matthew Johnson, to accept the June Code Enforcement Report. Motion unanimously carried.

Police Report – No report submitted.

MRJA Report – No report submitted

President Bricker discussed the advertisement for hiring for the full-time Secretary/Treasurer position. The advertisement is required in the Lebanon Daily News. The advertisement will also be placed in the Merchandiser, and the Borough website. A motion was made by Larry Hartman, seconded by James Niethammer, to approve the advertisement for the hiring of the Borough/Treasurer. Motion unanimously carried.

The quote for the billing software for the new water meters and annual trash service was discussed. The quote also includes the annual maintenance fee \$750.00 for the programming updates, user support, and on-line billing. A motion was made by James Niethammer, seconded by Matthew Johnson, to approve the quote from Diversified for the purchase of the billing software at the cost of \$10,858.00. Motion unanimously carried.

The letter to the Borough residents regarding the new water meters was discussed. The letter explains the information on the installation of the meters, why the meters are being replaced, and who the company is that will be doing the replacement of the meters. If approved by Council, the letters will be mailed on Friday to the Borough water customers. Some additional information on the contractor will be added to the letter.

President Bricker reported at the Sewer Authority Meeting they asked if they could go along into properties with the Borough as the water meters are installed to inspect for illegal sump pumps. The

President stated her option is the Sewer authority should send their own letter and do their own inspection. Vice President Niethammer stated if the authority is concerned they can scope the lines. A motion was made by Matthew Johnson, seconded by Robert Rittle, to approve the mailing of the letter with the additions to the Richland Borough water customers. Motion unanimously carried.

John Johnson reported the well is currently not going forward due to the well company is still not working due to COVID-19, but they will hopefully be completing the testing in August.

President Bricker reported she met with an IT company, Eagle Secure Solutions regarding computer services. They provide computer services to other municipalities. The back-up for the computer would be hosted off site, would be web and cloud based, discount of computer equipment, high definition video conferencing, office 365, e-mails, and virus protection, the cost is \$2,550.00. Eagle Secure Solution is also a Co-Star member. A motion was made by James Niethammer, seconded by Mark Brubaker, to approve to move forward with Eagle Secure Solutions. Motion unanimously carried.

John Johnson informed the Council that Carl Hursh from Star Foundation donated and placed 30 yards of mulch for the playground area. A thank you letter will be sent to them for their generous donation.

The signs for the Borough Building was discussed. Placement will need to be decided upon.

Michelle Voydik asked if the streets that were oil and chipped will be swept. John Johnson stated yes, they will be.

The president asked if there were any comments for the good of the borough.

Since there were no other comments. A motion was made by James Niethammer, seconded by Larry Hartman, to adjourn. Motion unanimously carried.

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

Respectfully Submitted By:

Lisa A. Brubaker
Borough Secretary