

Richland Borough Council Meeting Minutes

June 2, 2020

(Recording A10)

Present: Kelly Bricker, Bob Rittle, Matt Johnson, Larry Hartman, Mark Brubaker,
Travis Randler, Dwight Belleman, John Johnson
Mayor Ray Shanaman Solicitor Tom Harlan, Jim Niethammer via phone

Absent: NONE

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

The president asked for a motion to approve the **May 2020** minutes. Bob Rittle made a motion to approve the May 2020 minutes, submitted by Borough Secretary Perri Shanaman; Larry Hartman, seconded the motion; motion was carried with all members present voting yes.

Citizen's Comments:

Jay Wenger asked if there was anything we could do regarding the speeding. President Bricker said she would contact the PA State Police to have more patrol. Jay also asked about the new signs for the town. President Bricker said the State is closed currently but they have not forgotten about the signs and will continue to pursue the issue once everything is open up again.

Communications:

- Eagle Disposal sent the borough a notice they collected **4.17 Tons of Recycling** the month of April.
- A letter from the owner of Ocello Inc. was sent in to Bob Rittle, Code Enforcement Officer and Borough Council addressing the complaint filed by a tenant of the building. Bob Rittle said he will contact him directly to address and apologize, for misinformation he received.
- Russ Diamond's office sent over a copy of a municipal resolution to open our Borough for review.
- Received a copy of the Playground Grant submitted to DCED
- Received a Zoning Permit 104 S. Park Street

President Bricker asked for a motion to accept the contract for service renewal for our Samsung Copier - \$60.00- \$65.00 per quarter depending on # of impressions- Jim Niethammer made the motion, Mark Brubaker second the motion All members voting yes

Financial Report:

The president asked for a motion to approve the **April Financial Report**, submitted by Gift Associates. Travis Randler made a motion to approve the May Financial Report Larry Hartman seconded the motion; motion was carried by all members present voting yes.

Invoices:

President Bricker stated Matt Johnson had reviewed the invoices, submitted for payment by Borough Secretary Perri Shanaman, and found them to be in order. Mark Brubaker made a motion to pay all the invoices submitted for payment; Bob Rittle seconded the motion; motion was carried with all members present voting yes.

Committee Reports:

Water Committee – Meeting June 12th with Core & Main and Diversified

Highway Committee – None

Property Committee – President Bricker states issue with people wanting to use the Reservoir for Hiking, and Horseback riding.

Finance Committee – Nothing to report

Safety Committee – Nothing to report

Reports:

Road Supervisor's Report- Mark Brubaker 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 – Matt Johnson 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 – Larry Hartman made a motion to approve the **May Code Enforcement Report**, submitted by Code Enforcement Officer Robert Rittle; Travis Randler seconded the motion; motion was carried with all members present voting yes

Police Report – Travis Randler made a motion to approve the **May 2020 State Police Reports**; Mark Brubaker seconded the motion; motion was carried with all members present voting yes.

MRJA Report – Available for review

Solicitor's Report – No report submitted

OLD BUSINESS:

- Discussed signs for entry into Richland Borough and Placement of larger new Richland Borough sign since we cannot place it in the center of town. President Bricker will contact the Prison to inquire about signs etc.
- Bob Rittle stated he looked into the variance for 18 E main St. the fence must be 150' off of the property line.

NEW BUSINESS:

- Bob Rittle requested a company phone to conduct Code Enforcement matters rather than use his own personal cell phone. Mark Brubaker made a motion to have Dwight Belleman contact Verizon Wireless for a phone for Bob, Matt Johnson seconded the motion- motion was carried with all members present voting yes.
- Discussed Comcast Franchise Renewal Contract. President Bricker as council to consider adding the Neptune Fire Company to the contract for free internet services, just like the Library. Matt Johnson made a motion to speak to Comcast to add Neptune Fire Company to the Free services, Travis Randler seconded the motion- motion was carried with all members present voting yes.
- President Bricker presented Richland Borough Secretary Perri Shanaman's resignation Jim Neithammer made a motion to accept Perri Shanaman's resignation, Larry Hartman seconded the motion -motion was carried with all members present voting yes.
- President Bricker presented a need to council to form a Personnel Committee to look for a new borough secretary to replace Perri Shanaman. Personnel Committee will be the

following council members, President Bricker, Mark Brubaker, Matt Johnson and Jim Niethammer will be the alternate member. Larry Hartman made a motion to accept the newly appointed Personnel Committee, Travis Randler second the motion-motion was carried with all members present voting yes. The Personnel Committee will be in charge of finding potential candidates for the vacant secretary position, however all of borough council will be responsible for the hiring of the new secretary.

- With the resignation of Secretary Perri Shanaman, who was also the borough's Right to Know Officer, President Bricker will now be the Right to Know Officer until the new secretary is hired. President Bricker asked council to approve Bob Rittle as the substitute Right to now Officer. Mark Brubaker made a motion to accept Bob Rittle as the substitute Right to Know Officer, Jim Niethammer second the motion- motion was carried with all members present voting yes.
- Received the new contract from Colony Business Solutions for the copier lease and services. Depending on the amount of copies the monthly charge will range between \$60.00- \$65.00 per month- Jim Niethammer made a motion to accept the contract from Colony Business Solutions, Mark Brubaker second the motion- motion was carried with all members present voting yes.
- President Bricker noted the Borough would be looking to reach out to people who have municipal experience to assist the borough in the interim until the secretary position is filled.

President Bricker announced the council was going into **Executive Session at 7:52 PM** to discuss Employee Matters.

No notes were taken.

The council came out of **Executive Session at 8:40 PM**, with the president bringing the meeting to order and stating the purpose of the Executive Session was **Personnel Issues**.

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

Since there were no other comments, Jim Niethammer made a motion to adjourn; Larry Hartman seconded the motion; motion was carried with all members present voting yes.

Notes taken by Kelly Bricker

Typed and Respectfully Submitted By:

Kelly Bricker

Borough President