

Richland Borough Council Meeting Minutes

March 3, 2020

(Recording A29 & A30)

Present: Kelly Bricker, Matt Johnson, Larry Hartman, Mark Brubaker, Travis Randler, Mayor Ray Shanaman, Attorney Tom Harlan

Absent: Jim Niethammer, Bob Rittle

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 **February 2020** minutes. Mark Brubaker made a motion to approve the February 2020 minutes, submitted by Borough Secretary Perri Shanaman; Larry Hartman seconded the motion; motion was carried with all members present voting yes.

President Bricker opened **two sealed bid packages** for the **Base Repair**, along with **Tar and Chipping of New Street and Oak St.**

- The first bid was from **Martin Paving**, of Lititz, Pa, for **\$52,958.33**
- The second bid was from **Hammaker East Ltd**, of Fayetteville, PA, for **\$53,819.36**

The president handed the bids to the solicitor, for his review, before awarding the bid.

Citizen's Comments:

Michelle Voydik asked if there was anything on the signs. President Bricker informed her there was and the council would be discussing the signs in Old Business.

Communications:

The president announced the borough has received two Zoning Permits, from Lebanon Planning and Zoning: **an above ground pool** for Raymond and Jodi Eisenhour of **14 E# Linden St**; change of usage, to **11 E Main Street, for a Mat Club**. George Savich and Stephen Hibshman are the applicants for the Mat Club permit.

The borough received a thank you note from Mark Mitstifer, of the Richland Fire Police, for the money given to them by the borough.

Eagle Disposal sent the borough a notice they collected **5.6 Tons of Recycling** the month of **January**.

Comcast sent the borough a franchise check for **\$3,711.62**.

PA Dept of Revenue direct deposited **\$502.95** in the General Fund for “**Small Games of Chance**” funds.

President Bricker named the following properties, who sent in a request to be exempt from the borough refuse, and have a dumpster on their property:

Glen Weaver, Shirk’s Garage, Cutting Unlimited, Millcreek Richland Joint Authority, Fargo Assemblies, Rigidply Rafters, Ocello, Kahl’s Restoration, Marlin Zimmerman (Marbo), Richland Church of the Brethren.

The president asked for a motion to allow **each of these properties** to be **exempt** from the **borough refuse charges** and have a **dumpster** on their property. Travis Randler made the motion; Mark Brubaker seconded the motion; motion was carried with all members present voting yes.

Marian Twp sent the borough a letter **requesting** assistance from the **Richland Fire Police**, for their **Car Show, Saturday May 16 10AM-3PM**. Discussion followed. Larry Hartman made the motion to allow the Richland Fire Police to assist Marian Twp with their car show May 16; Matt Johnson seconded the motion; motion was carried with all members present voting yes.

PennDOT sent the borough a notice they would be receiving a check, for **\$47,934.69**, for the **Liquid Fuels and Act 44 Allocations**.

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. Larry Hartman 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:

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

Committee Reports:

Water Committee –Dwight Belleman reported the new water meters are coming this week and they need to attempt to get 3 prices to install the meters. President Bricker asked for a motion to attempt to get 3 prices to install the new water meters. Larry Hartman made the motion; Travis Randler seconded the motion; motion was carried with all members present voting yes. President Bricker further stated the borough has been informed they are now on the Short List, for the Well Grant the borough applied for, through Steckbeck.

Highway Committee – Solicitor Harlan stated all the bid documents were in order. Larry Hartman made a motion to accept the low bid, from **Martin Paving**, for the **base repair and tar and chipping of New Street and Oak Street**, in the amount of **\$52,958.33**; Matt Johnson seconded the motion; motion was carried with all members present voting yes.

Property Committee – President Bricker asked about the playground getting mulched. Dwight Belleman suggested waiting until May, because of the wetness of the ground, and also the results of the Marcellus Shale Grant may be known by then.

Finance Committee – Nothing to report

Safety Committee – Nothing to report

Reports:

Road Supervisor’s Report – Mark Brubaker made a motion to accept the **February Road Supervisor’s Report**, submitted by Road Supervisor Dwight Belleman; Larry Hartman seconded the motion; motion was carried with all members present voting yes.

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

Code Enforcement Report – Travis Randler made a motion to approve the **February Code Enforcement Report**, submitted by Code Enforcement Officer Robert Rittle; Mark Brubaker seconded the motion; motion was carried with all members present voting yes.

MRJA Report – The **January and February reports** was made available for review.

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

Solicitor’s Report – Matt Johnson made a motion to approve the **February Solicitor’s Report**, submitted by Solicitor Tom Harlan; Travis Randler seconded the motion; motion was carried with all members voting yes.

OLD BUSINESS:

1. President Bricker stated the borough men had met with the prison sign rep; and she had met with Jordan Hershey, a borough resident who had submitted a design for the new signs. She suggested the borough do one larger sign down at the tree, which would be double sided and smaller metal signs at the town entrances. After discussion Mark Brubaker made a motion to purchase a 48X72 double sided “Welcome to Richland” sign; Larry Hartman seconded the motion; motion was carried with all members present voting yes. Dwight Belleman stated he would check with Lebanon Planning and Zoning on obtaining a permit for the sign.
2. Dwight Belleman stated they are getting another price, for a **Leaf Picker**, from International. It would be \$500.00 cheaper. Therefore, the decision on the Leaf Picker was tabled until the next meeting.

NEW BUSINESS:

President Bricker asked for a motion to approve the **2019 Municipal Audit** from **Stanilla, Spiegel and Maser**. Mark Brubaker made a motion to approve the 2019 Municipal Audit; Matt Johnson seconded the motion; motion was carried with all members present voting yes.

The president asked for a motion to advertise **Ordinance #387** to **update the PMRS Pension Plan to be compliant with the new IRS forms**. Matt Johnson made a motion to advertise Ordinance #387; Mark Brubaker seconded the motion; motion was carried with all members present voting yes.

President Bricker stated the borough was looking into the purchase of an additional office camera, to be placed in the secretary's office, but after looking into the matter further, it was decided to move the camera presently in the meeting room, looking towards the meeting table and outside door, to the inside of the secretary's office. This would allow a full view of the person standing at the office window.

The president asked the council if they want to have **Summer Playground**. After discussion, Mark Brubaker made a motion to have Summer Playground Monday, Wednesday and Friday; Larry Hartman seconded the motion; motion was carried with all members present voting yes.

President Bricker asked for a motion to contact the 2019 Playground Employees; if they're not interested in coming back, the borough needs to advertise. Matt Johnson made a motion to contact the 2019 Employees and advertise for help, if necessary; Travis Randler seconded the motion; motion was carried with all members present voting yes.

The Richland Borough Council went into **Executive Session at 8:00 PM**, with the president stating it was for **Employee Issues**. No notes were taken.

The Richland Borough Council **came out of Executive Session at 8:53 PM**, with the president bringing the meeting to order and stating the purpose of the Executive Session was **Employee Matters**.

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

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

Respectfully Submitted By:

Perri Shanaman

Borough Secretary

