

A reorganizational meeting of the Richland Borough Council was held on Monday, January 3, 2022, at 7:00 p.m. in the meeting room at the Richland Borough Building.

Mayor Ray Shanaman called the Richland Borough Council reorganizational meeting to order at 7:00 p.m. and asked everyone to recite the Pledge of Allegiance.

Present were Kelly Bricker, James Niethammer, Larry Hartman, Mark Brubaker, Matthew Johnson, Mayor Ray Shanaman, Interim Solicitor Kourtney Bernecker, and Secretary/Treasurer Rebecca Schnoke. Absent was Travis Randler.

Mayor Ray Shanaman administered the Oath of office swearing in elected officials James Niethammer and Mark Brubaker. Elected official Travis Randler was unable to be present due to sickness and will be sworn in at the regularly scheduled meeting to be held January 11, 2022.

Mayor Ray Shanaman opened the floor for nominations for the office of President of Council for 2022 & 2023. James Niethammer nominated Kelly Bricker for Council President. No other nominations presented; a motion was made by James Niethammer; Motion unanimously carried.

Mayor Ray Shanaman relinquished control of the meeting to President Kelly Bricker.

President Bricker opened the floor for nominations for the office of Vice President of Council for 2022 & 2023. Larry Hartman nominated Mark Brubaker for Council Vice President. No other nominations presented; a motion was made by Larry Hartman; Motion unanimously carried.

President Bricker opened the floor for nominations for the office of President Pro Tem of Council for 2022 & 2023. James Niethammer nominated Larry Hartman for Council President Pro Tem. No other nominations presented; a motion was made by James Niethammer; Motion unanimously carried.

A motion was made by James Niethammer, seconded by Robert Rittle, to appoint Rebecca Schnoke as the Richland Borough Secretary. Motion unanimously carried.

A motion was made by Robert Rittle, seconded by James Niethammer, to appoint Rebecca Schnoke as the Richland Borough Open Records Officer. Motion unanimously carried.

A motion was made by Larry Hartman, seconded by Mark Brubaker, to appoint Kelly Bricker as the Richland Borough Assistant Open Records Officer. Motion unanimously carried.

A motion was made by Mark Brubaker, seconded by James Niethammer, to approve Resolution 2022-01 to appoint Becker Engineering as the Borough Engineer and approve the 2022 fee schedule. Motion unanimously carried.

A motion was made by Robert Rittle, seconded by Larry Hartman, to approve Resolution 2022-02 to appoint Kraft Code Services LLC as the Zoning Officer, Code Enforcement Officer, Building Code Official, and Property Maintenance Code Enforcement Official and approve the 2022 fee schedule. Motion unanimously carried.

A motion was made by Matthew Johnson, seconded by James Niethammer, to approve Resolution 2022-03 to appoint the Law Firm of Kozloff Stoudt Attorneys as the Borough Solicitor. Motion unanimously carried.

A motion was made by Larry Hartman, seconded by James Niethammer, to approve Resolution 2022-04 to appoint Stanilla, Siegel & Maser as the Boroughs independent auditor. Motion unanimously carried.

A motion was made by James Niethammer, seconded by Mark Brubaker, to appoint Lebanon County Planning for the review of Planning & Development/Subdivision. Motion unanimously carried.

A motion was made by James Niethammer, seconded by Larry Hartman, to appoint Lebanon County Planning for the review of Stormwater Management. Motion unanimously carried.

A motion was made by Mark Brubaker, seconded by Robert Rittle, to appoint John Enck of Spitler, Kilgore & Enck as the Zoning Hearing Board Solicitor. Motion unanimously carried.

A motion was made by Larry Hartman, seconded by James Niethammer, to appoint Michael Belleman as the Emergency Management Coordinator upon his approval. Motion unanimously carried.

A motion was made by James Niethammer, seconded by Mark Brubaker, to appoint Jonestown Bank & Trust as the Boroughs Depository Bank for 2022. Motion unanimously carried.

A motion was made by Larry Hartman, seconded by Mark Brubaker, to approve the appointment of Rebecca Schnoke to the Millcreek-Richland Joint Authority Board for a 5-year term. Motion unanimously carried.

A motion was made by James Niethammer, seconded by Robert Rittle, to appoint Kerry Noll as an alternate to the Zoning Hearing Board for 2022, term expiring 2025; Motion unanimously carried.

A motion was made by James Niethammer, seconded by Larry Hartman, to appoint Denise Noll as the 2022 Vacancy Board Chairman. Motion unanimously carried.

A motion was made by Mark Brubaker, seconded by Larry Hartman, to appoint James Niethammer as the Water Committee Chairman. Motion unanimously carried.

A motion was made by James Niethammer, seconded by Mark Brubaker, to appoint Larry Hartman as the Highway Committee Chairman. Motion unanimously carried.

A motion was made by James Niethammer, seconded by Mark Brubaker, to appoint Travis Randler as the Public Safety Committee Chairman. Motion unanimously carried.

A motion was made by Robert Rittle, seconded by James Niethammer, to appoint Mark Brubaker as the Property Committee Chairman. Motion unanimously carried.

A motion was made by Mark Brubaker, seconded by Robert Rittle, to appoint James Nithammer as the Finance Committee Chairman. Motion unanimously carried.

A motion was made by James Niethammer, seconded by Matthew Johnson, to appoint James Niethammer, Mark Brubaker, Robert Rittle, Travis Randler, Larry Hartman, Matthew Johnson, and Kelly Bricker as Committee Members of the Recreation Committee. Motion unanimously carried.

A motion was made by Larry Hartman, seconded by James Niethammer, to retain the meeting schedule for regular Council meetings on the second Tuesday of the month at 7:00 p.m. and Council workshops the fourth Tuesday of the month as needed. Motion unanimously carried.

A motion was made by Larry Hartman, seconded by Matthew Johnson, to approve Resolution 2022-05 to participate in the PA State Liquid Fuels Program. Motion unanimously carried.

A motion was made by James Niethammer, seconded by Robert Rittle, to approve Resolution 2022-06 authorizing the President Kelly Bricker, Vice President Mark Brubaker, President Pro-Tem Larry Hartman, Secretary/Treasurer Rebecca Schnoke, Road Supervisor Dwight Belleman, and Water Supervisor John Johnson to execute documents. Motion unanimously carried.

A motion was made by Matthew Johnson, seconded by Mark Brubaker, to approve Resolution 2022-07 to set the 2022 Real Estate Taxation Rate (2.49 Mills & Fire Tax 0.30 Mills), no change from 2021. Motion unanimously carried.

A motion was made by James Niethammer, seconded by Larry Hartman, to approve Resolution 2022-08 to set the 2022 Act 511 Taxation Rate (Real Estate Transfer Tax 1%, Earned Income Tax 0.5%, Local Services Tax \$52.00 per person). Motion unanimously carried.

A motion was made by Matthew Johnson, seconded by James Niethammer, to approve Resolution 2022-09 to designate authorized check signers to include the President, Vice President, President Pro Tem, and the Secretary/Treasurer. Motion unanimously carried.

A motion was made by Mark Brubaker, seconded by Matthew Johnson, to approve Resolution 2022-10 for the Deposition of Records. Motion unanimously carried.

A motion was made by James Niethammer, seconded by Larry Hartman, to approve Resolution 2022-11 the Escalation Claus for Bituminous Material. Motion unanimously carried.

A motion was made by Larry Hartman, seconded by Mark Brubaker, to appoint the firm of Concord Public Finance as the Boroughs Municipal Financial Advisor. Motion unanimously carried.

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

Andy & Michelle Voydik – 29 N. Race Street – Requested a copy of the meeting agenda. The Secretary confirmed the agenda was posted on the Borough website and on the office door 24 hours in advance of the meeting but in error neglected to place printed copies out for guests prior to the meeting and at that time provided a copy to the attendees.

Cleason Nolt – 351 ELCO Drive – inquiring if he would be doing the snow removal for the Millcreek-Richland Joint Authority this year. President Bricker advised that we have no information on the matter, and informed Mr. Nolt that the Sewer Authority is having their monthly meeting currently at the same time and advised that he attend their public meeting to obtain the answer to his inquiry. Cleason Nolt than inquire if there have been any updates regarding the land development on ELM Street as he has property bordering that location and has questions regarding the location of his garage. President Bricker searched Hess Home Builders to provide Mr. Nolt with contact information for the company so that he can contact them regarding his questions.

President Bricker announced the Council will recess the Regular Session and enter Executive Session at 7:18 p.m. to discuss legal matters.

The Council returned from Executive Session at 7:37 p.m. reconvening the Regular Session.

A motion was made by Mark Brubaker, seconded by James Niethammer to extend the decision timeframe to allow the Zoning Hearing Board to enter their decision on the 29 N. Race Street appeal, up to 90 days after the receipt of the transcript. Motion unanimously carried. President Bricker advised interim solicitor Kourtney Bernecker to notify the parties of interest, solicitor Bernecker stated that she will notify all parties the next day.

A motion was made by James Niethammer, seconded by Robert Rittle, to adjourn. Motion unanimously carried.

The meeting was adjourned at 7:38 p.m.

Respectfully Submitted By:

Rebecca Schnoke,
Richland Borough Secretary