

A regular meeting of the Richland Borough Council was held on Tuesday, March 8, 2022, 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.

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.

President Bricker completed roll call, Present were President Kelly Bricker, Vice President Mark Brubaker, President Pro Tem Larry Hartman, Councilmembers, Travis Randler, Matthew Johnson, James Niethammer, Robert Rittle, Solicitor Andrew George, and Secretary/Treasurer Rebecca Schnoke. Absent was Mayor Ray Shanaman.

President Bricker asked for a moment of silence for Mayor Ray Shanaman who has not been feeling well.

The President asked for a motion to approve the previous months minutes. A motion was made by Travis Randler, seconded by Mark Brubaker, to dispense with the reading of and approve the minutes of the previous meeting held on February 8, 2022. Motion unanimously carried. A motion was made by Robert Rittle, seconded by Larry Hartman, to dispense with the reading of and approve the minutes of the special meeting held on February 21, 2022. Motion unanimously carried.

President Bricker opened the floor for citizens' and visitors' comments. There was one (1) person present.

Michelle Voydik – 29 N. Race Street – Nothing to Report.

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

Water Committee – President Bricker advised that Becker Engineering has submitted the permit applications to DEP and the DRBC for Well No. 9, the projected completion is June of 2023 with the completion of the Water Tower in June of 2024.

Highway Committee – Nothing to Report.

Property Committee – Nothing to Report.

Personnel Committee – President Bricker and Vice President Brubaker had a quarterly personnel meeting with Road Supervisor Dwight Belleman and Assistant Road Supervisor John Johnson.

Finance Committee – Nothing to Report.

Safety Committee – Councilmember Travis Randler advised he would be corresponding with Borough Secretary Becky Schnoke regarding the PennDOT permits for the Annual Lebanon County Fire Fighters Parade.

A motion was made by James Niethammer, seconded by Mark Brubaker, to accept the Committee Reports. Motion unanimously carried.

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

Mayor Report – None submitted.

Road Supervisor’s Report – There were no questions on the report.

Water Report – There were no questions on the report.

Office Report – There were no questions on the report.

Solicitor’s Report – There were no questions on the report.

Code Enforcement Officer Report – There were no questions on the report.

Police Report – There were no questions on the report.

MRJA Report – Electronic copy of monthly reports on file and available for viewing upon request. next meeting will be held April 4, 2022.

A motion was made by Mark Brubaker, seconded by James Niethammer, to accept the Officials Reports. Motion unanimously carried.

The Financial Reports for February 2022 were submitted by Secretary/Treasurer Rebecca Schnoke. A motion was made by Matthew Johnson, seconded by Robert Rittle to approve the Financial Report and have it on file for Audit. Motion unanimously carried.

The invoices were presented and reviewed by Councilmember James Niethammer. A motion was made by Mark Brubaker, seconded by Robert Rittle, to pay all the invoices submitted; Motion unanimously carried.

A motion was made by James Niethammer, seconded by Mark Brubaker, to ratify the bills paid; Motion unanimously carried.

The following communications were received:

December Monthly Municipal Report from Eagle Disposal (4.39 Tons); 2 Zoning Permits received from Kraft Code Services for Alan & Kim Luong (Change of Use & Occupancy) and Jaclyn Strauss (Deck); Lebanon County Commissioners 2/3/22 & 2/17/22 Meeting Highlights; Leb. Co. Conservation 2021 Annual Report; 2022 County Liquid Fuels Allocation received in the amount of \$1,519.00; 2021 Small Games of Chance Distribution received in the amount of \$147.10; Millcreek-Richland Joint Authority Secretary resignation letter received, they will be providing a job description and are looking for any potential applicants.

Old Business:

Lebanon County Fire Fighters Parade to be hosted in Richland Borough by the Neptune Fire Company. A motion was made by Robert Rittle, seconded by Larry Hartman to approve a contribution in the amount of \$1,500.00 to be put towards a band for the Lebanon County Fire Fighters Parade; motion unanimously carried.

President Bricker provided an update regarding the North Race Street Resurfacing project that has been scheduled by PennDOT for 2023, to date PennDOT has not revised the original project plans.

New Business:

President Bricker advised that a proposal from YSM Landscape Architects was received in the amount of \$9,800.00 for the development of a master plan for the Richland Borough Parks. This Proposal would include the development of a master plan that would incorporate public participation and prepare us for the 2023 grant application. After discussion of this matter Council decided to table this matter to gather more information pertaining to the benefit of this process.

A motion was made by Matthew Johnson, seconded by James Niethammer to approve the inclusion of the Richland Community Library flyer with the first quarter water billing; motion unanimously carried.

A motion was made by James Niethammer, seconded by Mark Brubaker to approve the LSA Grant Application Resolution 2022-12; motion unanimously carried.

A motion was made by James Niethammer, seconded by Matthew Johnson to approve Resolution 2022-13 to increase the Water System Tapping Fee to \$8,200.00; motion unanimously carried.

A motion was made by James Niethammer, seconded by Mark Brubaker to authorize Daryl Peck with Concord Finance, to move forward with the preparation and distribution of an RFP for the financing of the water system upgrades; motion unanimously carried.

A motion was made by James Niethammer, seconded by Travis Randler to approve a contribution in the amount of \$25.00 towards participation of Richland Borough Residents at the Lebanon County Conservation Tire Collection to be held April 13, 2022; motion unanimously carried.

At this time President Bricker advised that Council recess to Executive Session to discuss Personnel Matters. In accordance with Pennsylvania's Sunshine Act (Open Meetings Law), Council may participate in a private conference to discuss personnel matters, consider the purchase or lease of real property, or consult with an attorney about active or pending litigation. The Executive Session will be announced during the public meeting, at which time all members of the public must leave the Conference Room. No official action will be taken during Executive Session. Members of the public may re-enter the Conference Room upon completion of the Executive Session.

Time entered: 7:44 p.m.

Time exited: 8:05 p.m.

President Bricker reconvened the regular meeting and asked if there were any comments for the good of the Borough. With none presented, a motion was made by James Niethammer, seconded by Robert Rittle, to adjourn. Motion unanimously carried.

The meeting was adjourned at 8:06 p.m.

Respectfully Submitted By:

Rebecca Schnoke,
Richland Borough Secretary