

A regular meeting of the Richland Borough Council was held on Tuesday, November 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, President Pro Tem Larry Hartman, Councilmembers, Travis Randler, Matthew Johnson, Robert Rittle, James Niethammer, Solicitor Andrew George, Secretary Rebecca Schnoke. Absent were Vice President Mark Brubaker, Mayor Ray Shanaman, and Road Supervisor Dwight Belleman.

The President asked for a motion to approve the previous months minutes. A motion was made by James Niethammer, seconded by Travis Randler, to dispense with the reading of and approve the minutes of the previous meeting held on October 18, 2022. Motion unanimously carried.

President Bricker opened the floor for citizens' and visitors' comments. There were two (2) persons present.

Michele Voydik – 29 N. Race Street – No Comments.

Gary Althouse – 26 N. Race Street – Gary Althouse advised that the Heritage Society is participating in Wreaths Across America which is a national event that will take place on December 17, 2022, at 12:00 pm, and that there are 153 veterans in the Richland Cemetery. Gary stated things are going better than anticipated, but one minor issue is the truck delivering the wreaths will not be able to navigate the alley and the wreaths will need to be unloaded on N. Race Street, and that the exact delivery date is currently unknown. Councilmen Matthew Johnson advised that he is involved in hauling wreaths for his place of employment and that the delivery driver should be in contact with him soon to inform him of the delivery details and that the wreaths must be delivered by December 15, 2022. Gary Althouse stated that he has a team of 10 guys that are on standby to assist with the unloading of the wreaths. President Bricker stated that N. Race Street is a busy street and heavily parked and asked if the wreaths could be unloaded in the Legion Parking Lot for safety reasons. Gary stated he will contact the coordinator and see if the delivery location can be revised. Gary asked that if any Councilmembers would like to help place wreaths to let Secretary Schnoke know so that she can forward the information to him.

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 stated she is in communication with PennVEST and the necessary documents are being submitted for the financing application. Additionally, Becker Engineering is now working on the location and permitting for the new water storage tank.

Highway Committee – President Bricker stated that crack sealing will take place this month however the exact date has not been established. President Bricker stated due to staffing and vacation, leaf collection may not occur on the specified days but will be picked as often as possible. Secretary Schnoke stated that Dwight came back from vacation early and came in on his day off to pick leaves. President Bricker added that Cheryl Yeiser communicated a compliment and her gratitude for the leaves being picked.

Property Committee – Nothing to report.

Personnel Committee – Nothing to report.

Finance Committee – Nothing to Report.

Safety Committee – Nothing to report.

A motion was made by Larry Hartman, seconded by Robert Rittle, 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 – President Bricker advised that the chlorine tester needs to be calibrated every 90 days and previously we paid to take our tester to be calibrated however we have learned that the Myerstown Water Authority has the equipment to calibrate the tester and that Womelsdorf-Robeson Joint Authority and Myerstown Water Authority get together quarterly to calibrate their equipment and discuss any new policies and testing. President Bricker stated that Dwight is now calibrating the Boroughs testing equipment with them which will save some money as well as help to ensure the Borough is current on any new policies.

Office Report – 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. Secretary Schnoke advised that Glenn Bertolet stopped by the Borough Office last week and that he had drove by the Curtis Street property and there was no visual evidence of continued burning at the property. President Bricker stated that there has been an issue with people breaking into and hanging out in the old Wire Factory building, and that ECI was contacted regarding the safety concerns with this issue. Secretary Schnoke advised that Karen Schnoke stopped at the Borough Office and informed her that the windows have been boarded up and the locks have been changed. President Bricker advised a list of rental properties that have not submitted the inspection and registration forms has been provided by Kraft Code Services and that notices are being sent to these properties.

Police Report – October report submitted.

MRJA Report – Meeting was held November 7, 2022, electronic copies of the monthly reports are on file and available for viewing upon request, the next meeting will be held December 5, 2022. President Bricker advised that the Sewer Authority is still looking for a replacement for Maybelle Morgan's Secretary and Board position that needs to be filled by 12/31/22. Secretary Schnoke advised this is a 5-year term, meetings are held the first Monday of the month and the Secretary is paid \$40.00 for attending the meeting in addition to \$50.00 per month for Secretary compensation.

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

The Financial Reports for October 2022 were submitted by Secretary/Treasurer Rebecca Schnoke. A motion was made by Larry Hartman, 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 Travis Randler, seconded by Matthew Johnson, to pay all the invoices submitted; Motion unanimously carried.

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

The following communications were received:

- September 2022 Monthly Municipal Report from Eagle Disposal- 9.10 Tons.
- 2 Zoning/Building Permit Applications Received
 - Skylar Eiceman – 15 Georgie Lane (Outside Entertaining Space)
 - Sunwise Energy – 28 Georgie Lane (Solar Panels)
- 1 Zoning/Building Permit Issued
 - Tammy Myers (205 E. Linden St. – Detached Garage)
 - Sunwise Energy – 28 Georgie Lane (Solar Panels)
- ZHB Appeal Application Received from Musser Property Management 308-B Poplar Street – Variance hearing to be held November 17, 2022.
- Lebanon County Commissioners 10/6/22, 10/20/22 & 11/3/22 Meeting Highlights.
- Greater Lebanon Refuse Authority Flyer - Christmas Tree Recycling Program.
- DEP Press Release – Urging Residents to Recycle Household Goods & Clothing.
- Keystone Collections Group Notice – 2022 Per Capita Tax, Due 12/31/22.
- Millcreek-Richland Joint Authority Board Member Terms.
- 2020 & 2021 Liquid Fuels Audit Exit Memorandum – No findings
- Act 205 State Pension Aid Funds Transmitted to PMRS
- Quest Tree of Lights Holiday Celebration Flyer – 12/15/22

Old Business:

N. Race Street Update – President Bricker advised that herself and Secretary Schnoke are continuing to work with James Kinney from Becker Engineering on a grant that is due by November 15, 2022, and it is almost complete.

Playground Update – President Bricker stated the Playground grant was submitted and the awards should be announced in January 2023.

Per Capita Tax – Council authorized Solicitor George to advertise the ordinance to repeal the Per Capita Tax so that the reading can occur at the December meeting.

New Business:

Solicitor George advised that with Act 57 the tax collection law changed and requires each municipality to pass a resolution that states the state law which states that if a buyer settles on a house close to the time that tax bills are issued and the tax bill is sent to the previous owner and the new owner does not receive the bill a process can be followed to have the late penalties waived by the tax collector. A motion was made by Robert Rittle, seconded by James Niethammer to approve Resolution 2022-21 for Act 57 Local Tax Collection Law; motion unanimously carried.

President Bricker stated that with the snow season approaching a part time employee may need to work more than 35 hours if needed and stated that at the previous meeting Solicitor Colin McFarlane was directed to research whether an as needed employee can work more than 35 hours and waive their right to benefits. President Bricker advised that after researching the matter it is possible and a document will be prepared to sign waiving rights to benefits. President Bricker stated that Eugene Bugg is a hard worker and a lot of compliments have been received. President Bricker stated that this is a temporary thing until a full-time employee is hired. A motion was made by James Niethammer, seconded by Matthew Johnson to hire Eugene Bugg as an at will part time employee with the option to work full time hours, when necessary, with no benefits and authorize Solicitor Andrew George to prepare the offer at an hourly rate of \$17.00 until a full-time water employee is hired; motion unanimously carried.

President Bricker highlighted that in the 2023 budget some new items include part time employee wages, and playground maintenance, Tar & Chipping of Poplar Street, N. Race street improvements and tree removal. A motion was made by Matthew Johnson, seconded by Travis Randler to authorize Secretary Rebecca Schnoke to advertise the 2023 budget open for inspection for approval at the December meeting; motion unanimously carried.

President Bricker announced the Council will recess the Regular Session and enter Executive Session at 7:46 p.m. to discuss legal matters.

The Council returned from Executive Session at 8:07 p.m. after discussing legal matters and reconvening the Regular Session with no action taken.

President Bricker asked if there were any comments for the good of the Borough. With no additional matters presented a motion was made by James Niethammer, seconded by Travis Randler, to adjourn. Motion unanimously carried.

The meeting was adjourned at 8:08 p.m.

Respectfully Submitted By:

Rebecca Schnoke,
Richland Borough Secretary