

A regular meeting of the Richland Borough Council was held on Tuesday, March 14, 2023, 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, Robert Rittle, Mayor Ray Shanaman, Solicitor Andrew George, Secretary Rebecca Schnoke. Absent were Councilmembers Matthew Johnson, James Niethammer, and Road Supervisor Dwight Belleman.

The President asked for a motion to approve the previous months minutes. A motion was made by Travis Randler, seconded by Larry Hartman, to dispense with the reading of and approve the minutes of the previous meeting held on February 14, 2023. Motion unanimously carried.

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

Michele Voydik – 29 N. Race Street – No Comments

Dana Moyer – 107 Walnut Street – Dana Moyer advised she is here regarding the feral cat TNR Program, President Bricker stated that the Feral Cat TNR program will be addressed under old business.

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 Matthew Johnson, Dwight Belleman and herself met last Wednesday evening to discuss water rate increases with consideration of the grant funding received. President Bricker stated it was determined more information was needed and has been requested from Secretary Schnoke. President Bricker stated the matter will be considered further to determine the options to present to Council.

Highway Committee – President Bricker advised that Matthew Johnson and Dwight Belleman discussed the current situation regarding the amount of salt remaining from the 2022 state salt contract which is approximately 73 ton. The 2023 state salt contract order is due by March 15, 2023. American Rock Salt will store the unused salt for \$3.00 per ton. After discussion it was determined to reduce the 2023 order quantity to 120 ton and pay \$3.00 per ton to store the remaining 2022 salt with American Rock Salt.

Property Committee – Nothing to report.

Personnel Committee – President Bricker advised that James Kinney of Becker Engineering is going to review the ten employment applications received and recommend the applicants to interview. The plan is for James Kinney to contact applicants to set up and begin interviews next week.

Finance Committee – Nothing to Report.

Safety Committee – Nothing to report.

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

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

Mayor Report – None submitted.

Road Supervisor’s Report – No questions about the report.

Water Report – No questions about the report.

Office Report – No questions about the report.

Solicitor’s Report – No questions about the report.

Code Enforcement Officer Report – No questions about the report.

Police Report – February 2023 report submitted.

MRJA Report – Meeting was held March 6, 2023, electronic copies of the monthly reports are on file and available for viewing upon request, the next meeting will be held April 3, 2023.

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

The Financial Reports for February 2023 were submitted by Secretary/Treasurer Rebecca Schnoke. A motion was made by Robert Rittle, seconded by Larry Hartman to approve the Financial Report, and have it placed on file for Audit. Motion unanimously carried.

The invoices were presented and reviewed by Vice President Mark Brubaker. A motion was made by Larry Hartman, seconded by Travis Randler, to pay all the invoices submitted; Motion unanimously carried.

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

The following communications were received:

- January 2023 Monthly Municipal Report from Eagle Disposal- 7.22 Tons.
- 1 Zoning/Building Permit Applications Received
  - 818 E Linden St (Deck)
- 4 Zoning/Building Permits Issued
  - Poplar St (Vinyl Fence)
  - 204 Leffler Dr (Solar Panels)
  - 210 Church St (Boiler Conversion)
  - 104 E Main St (Electric Upgrade 100 to 200 amp)
- 1 Driveway Permit Application Received – 4 Parkview Dr.
- Lebanon County Commissioner Meeting Highlights → 2/15/23 & 3/2/23
- American Rock Salt → 2022/2023 Salt Contract Obligation Letter
- Resident Communication → Water Curb Stop tripping hazard.

Old Business:

Ferral Cat TNR Program Update – President Bricker asked Dana Moyer how the feral cat TNR program seminar went. Dana Moyer advised it was a good turnout with 12 people present, however not all attendees were residents of Richland Borough. Dana Moyer advised that a couple people inquired about fixing personal pets and that she explained this is for outside cats only but provided information and contacts to assist them with low-cost neutering. Dana stated she attempted to trap cats for the first appointment date with Gray's and Stray's but was unsuccessful. Secretary Schnoke provided the contact information for a resident on ELM Street who stated there are numerous feral cats on her property due to the neighbor feeding them and that Dana Moyer can use their property to trap these cats. Dana Moyer stated she was hoping to have a better start, but she will continue to work on getting things started and is very hopeful for the future. Dana Moyer stated once the weather is warmer, she has informative door hangers she can place on doors to help residents understand the true purpose of the program. Dana Moyer stated she was contacted by a reporter with LebTown and she gave him the information regarding the program. President Bricker thanked Dana Moyer for her time and effort.

Playground Update – President Bricker advised the Borough is in the process of finalizing the plans and that the timeline for this project is to start June 2024 and complete October 2024. President Bricker advised she was contacted regarding the current baseball backstop and if it could be recycled and reused at the fire company's ballfield. President Bricker stated this is something the Borough will investigate and is working to assist in securing alternate arrangements for the ELCO Youth baseball organization.

Water Project Update – President Bricker advised that for the Well No. 9 project the solicitor drafted and provided copies of the water line easement agreements today for review and that the Borough will arrange meetings with the property owners to discuss and present for signature. Solicitor Andrew George stated the agreements will need to be notarized, President Bricker stated Secretary Schnoke can accompany her to perform the notary service.

Solicitor George stated as a requirement for federal grant funding a resolution is required to authorize the use of Borough funds to prepay for costs of the Well No. 9 project, to be reimbursed by grant funds. A motion was made by Mark Brubaker, seconded by Travis Randler, to approve Resolution 2023-12 Authorizing the Borough to use General Funds on an interim basis to prepay the costs of materials for the Well No. 9 project; motion unanimously carried.

President Bricker stated that Secretary Schnoke and herself attended a two-hour webinar pertaining to the Hud Grant Funding. President Bricker advised for the million-dollar HUD Community Project Funding Grant that the grant agreement, which has been reviewed by the solicitor needs to be executed. A motion was made by Mark Brubaker, seconded by Larry Hartman, to approve to execute the 2023 Community Project Funding Grant Agreement, contingent upon the completion of the appendices; motion unanimously carried.

President Bricker advised a motion is needed to execute the Well No. 9 Water Line Easement Agreements. Solicitor Andrew George advised that for a lot of the properties the easement agreements exist from 1888 and are being updated and expanded to current industry standards. A motion was made by Mark Brubaker, seconded by Travis Randler, to approve to execute; motion unanimously carried.

N. Race Street Update – Secretary Schnoke advised that project details are being discussed and that PennDOT is questioning the ownership and need for the hitching posts towards the North end of North Race Street. Secretary Schnoke advised she informed PennDOT that the Borough does not see a reason for the posts to remain, however PennDOT is going to confirm with the property owners that it is ok to remove them. Secretary Schnoke stated that Casey Kerschner of Becker Engineering is working to complete and submit the HOP for the hydrant replacements. President Bricker stated she would reach out to Gary Althouse to inquire whether the Richland Heritage Society would like the hitching posts if removed by PennDOT.

New Business:

President Bricker advised two sealed bids were received for the 2023 Road & Alley Repairs.

1. Russell Standard Corporation, 1514 Black Gap Road, Fayetteville, PA 17222, in the amount of \$49,861.57.
2. Martin Paving, Inc., 531 E. 28<sup>th</sup> Division Hwy., Lititz, PA 17543, in the amount of \$28,251.61.

The bids were reviewed for differences, the bids appear to be for the same scope of work, and the difference in pricing is in the unit pricing. A motion was made by Larry Hartman, seconded by Mark Brubaker, to approve & award the 2023 Road & Alley Repairs to Martin Paving Inc.; motion unanimously carried.

President Bricker advised that the Rigidply Consolidation Plan is on the agenda for review and approval however at this time the Borough Council is unable to approve the subdivision & land development plans at this time. The plans involve the relocation of water and sewer mains, and that engineered plans for the relocation of these mains must be reviewed and approved prior to the approval of the lot consolidation plan. Lebanon County has been notified and has stated they will not approve the consolidation plan until notification of approval has been received from the Borough.

President Bricker advised that Green Acres Lawn Care previously performed the spring and fall applications for fertilization, crabgrass, grub control and broadleaf control. Green Acres has submitted a proposal for 2023 services in the amount of \$1,400.00. A motion was made by Travis Randler, seconded by Robert Rittle, to approve the renewal of the Green Acres Lawn Care Service for 2023; motion unanimously carried.

President Bricker advised that the current refuse contract expires the end of this year, 2023. Due to the multitude of issues and complaints with the current service, Solicitor Andrew George provided a refuse contract used by several other local municipalities and recommended that the Borough reference this contract for the upcoming bidding of this service. President Bricker stated that this can be reviewed at the upcoming workshop and that the contract is a great reference and contains stipulations and conditions that will hold the service provider accountable and provide the Borough with more control over the quality of service received. President Bricker expressed concern that with the inflation and increased prices over the five years since the last contract was awarded that the trash bill will increase substantially. President Bricker stated that in reviewing other municipality trash contracts the trash limits and amounts allowable by Richland Borough are extremely high and stated to minimize cost Council should review the Borough limits to see if there is anything that can be reasonably reduced. Michelle Voydik inquired if there is anything in the contract requiring the trucks to be weighed before entering the Borough to ensure they are not

collecting outside trash. President Bricker stated there are conditions and penalties outlined in the contract pertaining to this matter.

President Bricker advised the Richland Community Library submitted a flyer for review, to include with the water bill. A motion was made by Mark Brubaker, seconded by Travis Randler, to approve; motion unanimously carried.

President Bricker stated no Executive Session is needed.

President Bricker asked if there were any comments for the good of the Borough. With no additional matters presented a motion was made by Robert Rittle, seconded by Mark Brubaker, to adjourn. Motion unanimously carried.

The meeting was adjourned at 7:50 p.m.

Respectfully Submitted By:

Rebecca Schnoke,  
Richland Borough Secretary