

A regular meeting of the Richland Borough Council was held on Tuesday, October 10, 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 expressed sympathy for the passing of Mayor Ray Shanaman and expressed gratitude for all his dedication and service to the community. President Bricker asked for a moment of silence in his memory.

President Bricker completed roll call, Present were President Kelly Bricker, Vice-President Mark Brubaker, President Pro Tem Larry Hartman, Councilmembers James Niethammer, and Robert Rittle, Solicitor Julia Adams, Secretary Rebecca Schnoke, Road Supervisor Dwight Belleman, and Road Laborer/Water Technician Benjamin Becker. Absent was Councilmember Matthew Johnson, Travis Randler and Mayor Ray Shanaman.

The President asked for a motion to approve the previous months minutes. A motion was made by Larry Hartman, seconded by Mark Brubaker, to dispense with the reading of and approve the minutes of the previous meeting held on September 12, 2023. Motion unanimously carried.

A motion was made by Larry Hartman, seconded by Robert Rittle, to dispense with the reading of and approve the minutes of the Planning Committee meeting held on September 20, 2023. Motion unanimously carried.

President Bricker opened the floor for citizens' and visitors' comments. There were six (6) people present.

Patti Rowe – 12 S. Race Street – Requested permission to close Church Street from S. Race Street to Peach Alley for the Light the Night event to be held trick or treat night. The Street will be closed using cones, so access is available for emergency services if needed. A motion was made by Mark Brubaker, seconded by James Niethammer to approve the closing of Church Street from S. Race Street to Peach Alley for the Light the Night Event on Trick or Treat night if access is available for emergency services if needed; motion unanimously carried. President Bricker thanked Patti Rowe for hosting this event for the community.

Michele Voydik – 29 N. Race Street – No comments presented.

Elizabeth Vendley & Jeanette Snyder – Richland Christian Home – Expressed thanks & appreciation for the wheelchair advisory signs placed on S. Race Street.

Dana Moyer – 107 Walnut Street – Stated there are reports of a property on N. Race Street that is currently vacant, and several cats are hanging around the property. Dana stated she currently has permission from the bordering property to utilize their property to try and trap the cats. Dana Moyer stated she can catch and facilitate transport to Nobody's Cats Foundation for altering at \$40 per cat and is requesting Council to consider contributing funds the TNR program. President Bricker asked if there are any fundraisers in process to raise funds for the program, and Dana Moyer advised there is a go fund me page for the Lebanon County Community Cats and a resident donated for the

altering of one cat. President Bricker advised the previous contribution was to assist with the startup of the program with the expectation the program would become self-funded through fundraising and donations and would not be a Borough funded program and that the finance committee will consider this request while working on the 2024 budget.

Jay Horst – 225 E. Main Street – will be addressed under old business.

Alex Kinzy with Steckbeck Engineering – will be addressed under new business.

Mervin Hoover – Creekview Construction – will be addressed under new 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 herself, Matthew Johnson, Dwight Belleman, and Benjamin Becker attended site visits to see the three water tank designs being considered for the new water tank, and based on the site visits and information presented to date the favored design is the composite tank. President Bricker advised more information is being gathered regarding maintenance of each design. President Bricker advised that Senator Meuser’s office is assisting with the federal grant by working with the HUD Office to get grant questions resolved and hopefully get funds released within the next 30 days.

Highway Committee – Benjamin Becker stated a \$2,000 deposit was requested for the small dump truck order.

Property Committee – President Bricker advised a business owner within the Borough expressed concerns regarding some activity taking place along the railroad tracks behind the old Fargo building, when investigated it was found that a fort had been constructed next to the railroad tracks. Because the fort was constructed without permission on private property and for safety concerns the fort was dismantled and removed by Borough employees. President Bricker advised there is another fort being constructed at another location which will be monitored.

Personnel Committee – Nothing to Report.

Finance Committee – Working on 2024 budget.

Safety Committee – Nothing to Report.

A motion was made by James Niethammer, seconded by Larry Hartman, 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 – September 2023 report submitted.

MRJA Report – Meeting was held October 2, 2023, electronic copies of the monthly reports are on file and available for viewing upon request, the next meeting will be held November 6, 2023.

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

The Financial Reports for September 2023 were submitted by Secretary/Treasurer Rebecca Schnoke. A motion was made by James Niethammer, seconded by Mark Brubaker to approve the Financial Report, and have it placed on file for Audit. Motion unanimously carried.

The invoices were presented and reviewed by Councilmember James Niethammer. A motion was made by Larry Hartman, seconded by Mark Brubaker, 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:

- August 2023 Monthly Municipal Report from Eagle Disposal- 6.58 Tons.
- 2 Zoning/Building Permit Applications Received
- 2 Zoning/Building Permits Issued
- Salute to Our Veterans Flyer
- Lebanon County Commissioner Meeting Highlights → 9/7/23, 9/20/23, 9/21/23, 10/5/23
- PA DCED → October 2023 Newsletter

Old Business:

Rigidply – Jay Horst from JE Horst Builders stated he is attending in case there are any questions regarding the Glulam project, and stated he is waiting for a response from Becker Engineering regarding some water specification questions. President Bricker advised that Mr. Horst move forward and submit detailed plans to Becker Engineering for review and comment.

Playground Update – President Bricker advised that the Borough received several different playground equipment design proposals for review. There were aspects of each design that were preferred, feedback was given for revised proposals to be created and the plan is to bid the project in the beginning of 2024 and completion by the end of 2024.

Water Project Update – President Bricker advised that with the completion of the water tank site visits a meeting with Becker Engineering will be scheduled to review cost analysis. President Bricker advised that the Borough will be pursuing additional grant funding and that there is opportunity to earn income by allowing cellular towers to be place on top of the water tank.

N. Race Street Update – Project is slated to occur 2024.

Library Keystone Grant Update – Application has been submitted.

New Business:

A motion was made by Robert Rittle, seconded by James Niethammer to approve Trick-Or-Treat Night to be held Tuesday, October 31, 2023, from 6-8pm with a rain date of November 1, 2023, from 6-8pm; motion unanimously carried.

A motion was made by Mark Brubaker, seconded by Robert Rittle to approve Grace UCC to close Church Street from S. Park Street to the Church parking lot entrance for their Harvest Day event to be held October 22, 2023, from 9am-2pm; motion unanimously carried.

Alex Kinzey from Steckbeck Engineering advised the owner of 708 E. Linden Street is working to obtain all necessary permits to erect a 60' x 100' garage and extend the parking area. Alex Kinzey presented the stormwater management plan for the project which has been approved by the conservation district, conditionally approved by Lebanon County Planning, and advised the HOP permit is in process. Mervin Hoover of Creekview Construction inquired if he could move forward with submitting for the building permits at this time, President Bricker advised that he could move forward but recommends obtaining all approvals first to submit everything together and avoid back and forth requests for information. A motion was made by Mark Brubaker, seconded by Larry Hartman to conditionally approve the 708 E. Linden Street stormwater management plan pending final approval by Lebanon County Planning and PennDOT approval of the HOP; motion unanimously carried. Mervin Hoover asked if site work can begin, Robert Rittle advised that since E&S approval has been obtained site work can be started.

A motion was made by James Niethammer, seconded by Mark Brubaker to approve in lieu of flowers a memorial contribution in the amount of \$100.00 to the Neptune Fire Company in memory of Ray Shanaman; motion unanimously carried.

A motion was made by Mark Brubaker, seconded by Larry Hartman to adopt Ordinance #393 for Curb, Sidewalk, and Driveway specifications; motion unanimously carried.

A motion was made by James Niethammer, seconded by Mark Brubaker to approve the 2024 nonuniform and police pension MMO's; motion unanimously carried.

A motion was made by Mark Brubaker, seconded by James Niethammer to approve the 2024 Employee Health Insurance Renewal; motion unanimously carried.

2023-2024 Snowplow List – tabled until next meeting.

President Bricker asked if there were any comments for the good of the Borough. Robert Rittle inquired about the timeframe to fill the mayor's position; President Bricker advised the vacancy must be filled within 30 days.

Richland Borough Council – Regular Meeting
Tuesday, October 10, 2023, 7:00 p.m.

With no additional matters presented, a motion was made by James Niethammer, seconded by Mark Brubaker, to adjourn. Motion unanimously carried.

The meeting was adjourned at 7:47 p.m.

Respectfully Submitted By:

Rebecca Schnoke,
Richland Borough Secretary