

A regular meeting of the Richland Borough Council was held on Tuesday, December 12, 2023, at 7:00 p.m. in the meeting room of the Richland Borough Office. 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 Matthew Johnson, James, Niethammer, and Robert Rittle, Mayor Owen Landes, Solicitor Andrew George, Secretary Rebecca Schnoke, Road Supervisor Dwight Belleman, and Road Laborer/Water Technician Benjamin Becker. Absent was Councilmember Travis Randler.

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

A motion was made by Larry Hartman, seconded by Mark Brubaker, to dispense with the reading of and approve the minutes of the Council Workshop Meeting held on November 28, 2023. Motion unanimously carried.

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

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

Lukas Keener – 25 Willow Street – Mr. Keener wanted to introduce himself to Council, he recently purchased the old wire factory located at 25 Willow Street. Mr. Keener provided a brief introduction of himself and his intentions for the property. Mr. Keener stated he is planning to keep the property commercial; he is currently working to clean out the building and is hopeful to have it rented by summer 2024. Mr. Keener stated he is looking to secure a long-time renter to utilize the space with employees to help bring some jobs to Richland. Council thanked Mr. Keener for taking the time to attend the meeting and introduce himself and present his intentions for the property.

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 Becker Engineering is working on the public water supply permit application, will review layout and tank specification with Council before submission. Becker Engineering is looking into the Environmental study previously completed to see if it will satisfy the grant requirements. President Bricker advised the land appraisal for the new tank should be complete soon.

Highway Committee – Nothing to Report

Property Committee – President Bricker advised.

Personnel Committee – Nothing to Report.

Finance Committee – Nothing to Report.

Safety Committee – Nothing to Report.

A motion was made by James Niethammer, seconded by Matthew Johnson, 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 – Dwight Belleman advised leaf collection is done for the year and the trucks are ready for winter weather and salt has been secured. The new dump truck build date has been moved up to January 15, 2023, chassis should be received in Lancaster in mid-February 2024. President Bricker advised that there may be some local municipalities interested in the small dump truck and depending on the offers the truck can be placed on municibid, solicitor George advised that if selling to a municipality that no bids are required.

Water Report – President Bricker congratulated Benjamin Becker on passing his water operators test, he will need two years of experience to be a certified operator, Chris Strause is willing to keep his license at the Borough until Ben has the experience required. President Bricker advised that the sewer authority is moving to Diversified and that discussion with the sewer authority will take place regarding the process for shutoffs; shutoffs will occur no later than 10:00AM, to allow residents to resolve the outstanding balance and have service reinstated.

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 – November 2023 report submitted.

MRJA Report – Meeting was held December 4, 2023, electronic copies of the monthly reports are on file and available for viewing upon request, the next meeting will be held January 8, 2024.

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

The Financial Reports for November 2023 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 placed 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 Matthew Johnson, to pay all the invoices submitted; Motion unanimously carried.

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

The following communications were received:

- 3 Zoning/Building Permit Applications Received
 - 29 W. Main St. (Deck)
 - 26 Georgie Ln. (Solar Panels)
 - 112 S. Park St. (Fence)
- 1 Zoning/Building Permits Issued
 - 1 W. Main St. (Electrical Permit)
- Lebanon County Commissioner Meeting Highlights → 11/16/23 & 12/7/23
- Dept. Agriculture → Fertilizer Outreach/Education Flyer
- Dept. Agriculture → 2024 CHEMSWEEP Inventory Submission Process Flyer
- Wreaths Across America → Ceremony December 16, 2023 @ 12:00 PM
- Comcast Price Changes Notice
- PA Borough Council Assoc. Newsletter
- Lebanon Valey Conservancy 2023 Highlights
- Visit Lebanon Valley Flyer & 2023 Booklet
- PA Recreation & Parks Society Newsletter
- Russ Diamond Newsletter.
- 2024 County Assessed Valuation of Taxable Real Property.
- Comcast Q3 2023 Cable Franchise Fee → \$3,665.58
- 2022 904 Performance Recycling Grant Distribution → \$1,101.66

Old Business:

Playground Update – President Bricker advised design images were received from YSM today, images were provided for review and feedback. President Bricker advised the playground equipment was designed by the manufacture based on the feedback previously received and it is handicap accessible.

Water Project Update – Waiting for completion of land appraisal. Currently working on the Public Water Supply permit application. Drawings being prepared and completing the permit modules, we will review the layout and tank specifications with engineer prior to submission.

N. Race Street Project – President Bricker advised there are no new updates.

Quality of Life Ordinance – tabled until the next meeting.

New Zoning Ordinance – President Bricker advised the public meeting held December 11, 2023, we well. A motion was made by James Niethammer, seconded by Mark Brubaker to adopt Ordinance #394 Zoning Ordinance and Zoning Map; motion unanimously carried.

A motion was made by Matthew Johnson, seconded by James Niethammer to approve the 2024 budget for all Borough Accounts; motion unanimously carried.

New Business:

A motion was made by Larry Hartman, seconded by Robert Rittle to approve the inclusion of the Richland Fire Police letter with the fourth quarter water billing; motion unanimously carried.

A motion was made by James Niethammer, seconded by Mark Brubaker to approve to appoint Cody Shalters to the Millcreek-Richland Joint Authority Board for a 5-year term; motion unanimously carried.

A motion was made by James Niethammer, seconded by Matthew Johnson to approve Resolution 2023-17 authorizing Richland Borough to apply for \$25,000 in funding through the Lebanon County Commissioners Marcellus Shale Grant for the playground; motion unanimously carried.

A motion was made by Robert Rittle, seconded by Mark Brubaker to approve the 2024 trash exemption requests; motion unanimously carried.

A motion was made by James Niethammer, seconded by Robert Rittle to approve Secretary Rebecca Schnoke to open an escrow account with Lebanon Federal Credit Union for the Rigidply Rafters Project; motion unanimously carried.

A motion was made by James Niethammer, seconded by Mark Brubaker to approve Secretary Rebecca Schnoke to open operating accounts with Lebanon Federal Credit Union; motion unanimously carried.

A motion was made by Mark Brubaker, seconded by Matthew Johnson to approve Secretary Rebecca Schnoke to open Class & Prime accounts with PLGIT; motion unanimously carried.

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

The Council returned from Executive Session at 8:20 p.m. after discussing personnel 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 Robert Rittle, to adjourn. Motion unanimously carried.

The meeting was adjourned at 8:21 p.m.

Respectfully Submitted By:

Rebecca Schnoke,
Richland Borough Secretary