

Richland Borough Council – Regular Meeting  
Tuesday, November 12, 2024, 7:00 p.m.

A regular meeting of the Richland Borough Council was held on Tuesday, November 12, 2024, 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 Matthew Johnson, Robert Rittle, James Niethammer, Richard Strickler, Mayor Owen Landes, Solicitor Andrew George, Secretary Rebecca Schnoke, Road Supervisor Dwight Belleman, and Road Laborer/Water Technician Benjamin Becker. Absent was Vice President Mark Brubaker.

The President asked for a motion to approve the previous months minutes. A motion was made by James Niethammer, seconded by Larry Hartman, to dispense with the reading of and approve the minutes of the previous meeting held on October 8, 2024; motion unanimously carried.

A motion was made by Larry Hartman, seconded by Richard Strickler, to dispense with the reading of and approve the minutes of the workshop meeting held on October 22, 2024; motion unanimously carried.

A motion was made by James Niethammer, seconded by Robert Rittle, to dispense with the reading of and approve the minutes of the special meeting held on November 4, 2024; 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 – No comments presented.

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

Water Committee – Matthew Johnson provided the following updates on current water projects, Well No. 9 project was awarded and award letters have been mailed Kinsley and Gardenspot Electric; the O&M has been finalized; PennVEST documents will be executed; Dwight Belleman & Benjamin Becker followed up with Kohl Brothers regarding transducers. President Bricker advised a meeting was held today with PennVEST, all required documents must be submitted for review by 11/26/24 and settlement is scheduled for 12/19/24. President Bricker advised the water committee will need to meet to review the water usage and EDU's of businesses.

Recreation Committee – Councilmember James Niethammer advised he is working with Fromm Electric to complete a lighting study for the park and he will create the cable & conduit schedule.

Highway Committee – Nothing to report.

Property Committee – Nothing to report.

Personnel Committee – Nothing to report.

Finance Committee – President Bricker advised Council is working to finish the 2025 budget.

Safety Committee – President Bricker advised current conditions are extremely dry, and Lebanon County has issued a burn ban.

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.

Engineer’s Report – No questions about the report.

Solicitor’s Report –No questions about the report, Solicitor Andrew George advised the Hurst land acquisition matter is complete and the agreements have been filed and recorded.

Code Enforcement Officer Report – No questions about the report.

Police Report –October 2024 report submitted.

MRJA Report – Meeting was held November 4, 2024, electronic copies of the monthly reports are on file and available for viewing upon request, the next meeting will be held December 2, 2024.

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

The Financial Reports for October 2024 were submitted by Secretary/Treasurer Rebecca Schnoke. A motion was made by James Niethammer, seconded by Matthew Johnson 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 Richard Strickler, 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 Monthly Municipal Report from Weidle – 4.4 Tons.
- October Monthly Municipal Report from Weidle – 4.98 Tons.
- 4 Zoning/Building Permit Applications Received
  - 10 E. Linden Street (Solar Panels)
  - 301 Maple Street (Solar Panels)

- NS E. Main Street (Electrical)
- 10 Georgie Lane (Change of Use)
  
- 5 Zoning/Building Permits Issued
  - NS E. Main Street (Electrical)
  - 305 E. Linden Street (Electrical)
  - 25 Georgie Lane (Curb/Sidewalk)
  - 10 E. Linden Street (Solar Panels)
  - 301 Maple Street (Solar Panels)
  
- Visit Lebanon Valley → Q3 2024 report.

#### Old Business:

#### Water Projects

- Solicitor Andrew George advised there are required documents for the Well No. 9 PennVEST funding that need to be signed, the documents are representations of warranties that the Borough is doing what is required to obtain funding. A motion was made by James Niethammer, seconded by Matthew Johnson to authorize to execute and adopt all required PennVEST documents; motion unanimously carried.
  
- A motion was made by Matthew Johnson, seconded by Robert Rittle to authorize the signing of the final Lot Add-On Plan for the Water Storage Tank; motion unanimously carried. Secretary Schnoke will file the execute plan with the Lebanon County Recorder's Office.

A motion was made by Robert Rittle, seconded by Matthew Johnson to approve Resolution 2024-21 appointing Brianna Laliberte of the Lebanon County Department of Emergency Services to the position of Municipal Emergency Management Coordinator and authorizing the Borough to enter into the Memorandum of Understanding between the Lebanon County Department of Emergency Services and Richland Borough; motion unanimously carried. Secretary Schnoke advised this is currently no fee for this service.

Council reviewed a draft inquiry letter addressed to PennDOT regarding the ownership of the Main Street stormwater pipes. A motion was made by Larry Hartman, seconded by Matthew Johnson to approve signing and sending the stormwater infrastructure ownership inquiry letter to PennDOT; motion unanimously carried.

#### New Business:

Mayor Owen Landes expressed his desire to defer the Mayor salary. A motion was made by Larry Hartman, seconded by Matthew Johnson to accept Mayor Owen Landes's salary deferment; motion unanimously carried.

Mayor Owen Landes advised the Tree Lighting Ceremony will take place November 23, 2024, at 5:30 PM rain or shine, the main speaker for the event will be Chris Dubble.

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President Bricker advised notice was received from the Lebanon County Treasurer’s Office that the costs associated with the collection of the Borough’s Real Estate Taxes will be increasing to \$1.00 per tax bill. A motion was made by Matthew Johnson, seconded by James Niethammer to approve to execute the Inter-Municipal Agreement with Lebanon County Treasurer’s Office amending the collection costs of Borough Real Estate Taxes to \$1.00 per tax bill; motion unanimously carried.

Council reviewed and discussed a request received from a Walnut Street resident requesting a burn permit, this request was denied due to the Borough’s no burning ordinance and the current burn ban issued by Lebanon County.

Council reviewed an email received from South Lebanon Township inquiring if the Borough would be interested in pursuing a Verizon Cable Franchise Agreement. After discussion, this matter was tabled for further investigation.

Road Supervisor Dwight Belleman advised current conditions are extremely dry, the water level is down about 26-28 inches, and the County is under a drought watch; water levels are being monitored, the Spring is only giving approximately 10,000 gallons per day and urged Council to declare Richland Borough in a drought watch and enact mandatory water conservation. Council discussed the matter, a motion was made by James Niethammer, seconded by Robert Rittle to declare Richland Borough in a drought watch and enact mandatory water conservation; motion unanimously carried.

Road Supervisor Dwight Belleman advised there is a sinkhole in the Hogeland’s field that goes under the Borough’s water main, the sinkhole was excavated and tomorrow 20 yards of concrete will be poured to bridge the hole and protect the water main.

Michelle Voydik – 29 N. Race Street – inquired about the increase in the trash bill, how many years are in the current contract and what next years bill will be. Secretary Schnoke advised the current contract is a three-year contract and the increase will be about the same for the 2026 trash bill.

President Bricker announced that Council will recess the Regular Session and enter Executive Session at 7:41 p.m. to discuss personnel matters.

The Council returned from Executive Session at 8:45 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 Matthew Johnson, to adjourn. Motion unanimously carried.

The meeting was adjourned at 8:46 p.m.

Respectfully Submitted By:

Rebecca Schnoke,  
Richland Borough Secretary