A regular meeting of the Richland Borough Council was held on Tuesday, April 8, 2025, 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 James Niethammer, Richard Strickler, Robert Rittle, 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, and Councilmember Matthew Johnson.

The President asked for a motion to approve the previous months minutes. A motion was made by Richard Strickler, seconded by James Niethammer, to dispense with the reading of and approve the minutes of the previous meeting held on March 11, 2025; motion unanimously carried.

The President asked for a motion to approve the previous months workshop 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 workshop held on March 25, 2025; motion unanimously carried.

President Bricker opened the floor for citizens’ and visitors’ comments. There were three (3) people present.

Brianna Laliberte – Borough appointed EMC, listed under new business.

Dana Moyer – 107 Walnut Street – Provided update on Ferral Cat TNR program, which now has an EIN number and bank account for program funds. 64 cats altered in 2024 and 35 cats so far in 2025. Expressed gratitude for shoe donations, it was a huge success & thanked businesses for placing donation boxes. An apple dumpling fundraiser was held and will be at the Richland Heritage Society vendor fair. May 14, 2025, No Nonsense neutering van will be in Myerstown.

Gary Althouse – 26 N. Race Street – Met with Lebanon Valley Conservancy, working to create booklet illustrating architectural structures and history of Richland. Gary Althouse announced he is now the Executive Treasurer of the Fire Police and in 2027 the Fire Police will be turning 75 years old. Fire Police have a good relationship with the Fire Company and would like to change the name from Richland Special Fire Police to Neptune Fire Police and asked if there are any issues with this change. Discussion occurred, Council had no issue with changing the name if the fire police bylaws do not state otherwise and it is filed correctly with the State. The 2025 Memorial Day parade will be in Myerstown. This is the fourth year for wreaths across America. Will be mounting the bell and this summer will have an unveiling.

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

Water Committee – Kinsley Construction completed the Well No. 9 project preconstruction video and photos. Elevated Water Tank project bid was advertised 3/13/25 bids to be received by 4/29/25 to be reviewed and awarded 5/13/25. PennVEST call to be held May 1, 2025, with anticipated settlement July 8, 2025. Tank construction anticipated to be completed November 2026. DEP Inspection was completed with no major violations, just minor recommendations.

Recreation Committee – Nothing to Report.

Highway Committee – Tar & Chip bid has been advertised.

Property Committee – Nothing to report.

Personnel Committee – Finalizing revisions to the employee handbook.

Finance Committee – Nothing to report.

Safety Committee – Nothing to report.

A motion was made by James Niethammer, seconded by Richard Strickler, 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 – No report 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.

Code Enforcement Officer Report – No questions about the report. President Bricker advised water usage review is not part of Kraft’s permit application review process for commercial subdivisions, additions, or changes of use, it was discussed with Kraft when commercial permit applications are reviewed Borough must review and sign off on water capacity. The Borough will create a form to be included with the commercial applications to prompt Kraft to obtain Borough’s approval regarding water capacity.

Police Report – No questions about the report.

MRJA Report – Meeting was held April 8, 2025, electronic copies of the monthly reports are on file and available for viewing upon request, the next meeting will be held May 5, 2025.

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

The Financial Reports for March 2025 were submitted by Secretary/Treasurer Rebecca Schnoke. A motion was made by Robert Rittle, seconded by Richard Strickler 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 Robert Rittle, 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:

* Weidle March 2025 Monthly Municipal Recycling Report 🡪 4.27 Tons
* 5 Zoning/Building Permit Application Received
* 1 Zoning/Building Permit Issued.
* DLCBA 🡪 Meeting Details and agenda.
* Lebanon County Bureau of Elections 🡪 Ballot proofs for the 2025 municipal primary.

Old Business:

Water Projects Update

Elevated Water Storage Tank – project bid was advertised and is out for bid on PennBid until April 29, 2025. Building and Zoning permit applications have been submitted.

Well No. 9 – Preconstruction video and pictures completed. Mobilization, drilling, and construction anticipated to start at the end of April 2025.

Playground Project Update

Park donation received from the Millcreek-Richland Joint Authority.

Pine Street Sidewalk Completion – discussion occurred regarding this project. The only access to the field during phase two without destroying the existing curb and sidewalk is along Pine Street where there is currently no sidewalk. Phase two includes an ADA ramp at the intersection of S. Park Street and Pine Street. If the Pine Street sidewalk is completed now a portion will need to be dug up for the completion of phase two. It was decided it is in the best interest of the Borough to hold off on the sidewalk completion until the completion of phase two of the park revitalization project to avoid wasting money.

Park Lighting – James Niethammer advised he received a quote for park lighting and 12 security cameras in the amount of $67,340.00. The quote was reviewed and discussed by the Council, it was determined the amount of lighting and camera’s is excessive and too expensive, the scope of work needs to be reviewed and given further consideration. No action taken. The scope of work will be revised and new quotes obtained.

Ribbon Cutting Ceremony – May 31st, 2025, at 11:30 A.M.

Park Revitalization Phase 2 – DCNR Grant Application submitted, grant award announcement expected fall 2025.

2025 Street Sweeping

 Martin Paving is sweeping streets Thursday, April 10, 2025, and Friday, April 11, 2025.

 NO ON STREET PARKING 6:00 A.M. TO 5:00 P.M., Streets will be posted 4/6/25.

2025 Road & Alley Repairs

 2025 Road & Alley Repairs bid has been advertised and is out for bid.

Bids must be submitted by 2:00 P.M. on April 22, 2025.

New Business:

Emergency Management Coordinator

Borough appointed Emergency Management Coordinator Brianna Laliberte, Emergency Management Specialist for the Lebanon County Department of Emergency Services introduced herself and provided a municipal briefing outlining her goals.

Goals include:

1. Access & Functional Needs Registry available, Secretary Schnoke advised this information is available on Richland Borough’s website.
2. Planning full-scale exercise in Spring 2026
3. Get all Lebanon County School Districts to adopt Lebanon County Hazard Mitigation Plan, President Bricker inquired if ELCO has adopted the plan, Brianna Laliberte advised ELCO is one of the two school districts that have not yet adopted the HMP.
4. Preparation for Spring/Summer storms and hurricane season.

Lebanon County Emergency Operations Plan

Lebanon County Department of Emergency Services is encouraging all municipalities to adopt the Lebanon County Emergency Operations Plan. Emergency Management Coordinator Brianna Laliberte advised all municipalities must have an Emergency Operations Plan in place. Brianna Laliberte provided a summary of the plan.

A motion was made by James Niethammer, seconded by Richard Strickler to approve to adopt and execute Resolution 2025-16 Adopting the Lebanon County Emergency Operations Plan; motion unanimously carried.

DCED PA Small Water Grant

 Potential grant funding for the elevated water storage tank project.

A motion was made by Richard Strickler, seconded by Larry Hartman to approve to adopt and execute Resolution 2025-17 Authorizing Application for DCED PA Small Water Grant; motion unanimously carried.

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 Larry Hartman, to adjourn. Motion unanimously carried.

The meeting was adjourned at 7:45 P.M.

Respectfully Submitted By:

Rebecca Schnoke,

Richland Borough Secretary