

RICHLANDTOWN BOROUGH

Committee Meeting Minutes

Tuesday, January 25, 2022

- Call to Order
- Moment of Silence
- Pledge of Allegiance

Roll Call:

Wayne Codner, Mayor; Council President, Christopher Willever; Council Vice President, Floyd Bless; Council Members Iolanda Logan, Brooke Morita, Jillian Snyder, Calvin Trovinger; Jr. Council, Mackenzie Huff, and Borough Secretary, Kathy Wetzel

PUBLIC COMMENT: (held to a 5 min. time limit for comments only) - None

REPORT OF THE PRESIDENT: (Christopher Willever)

- New Resident Information Section on Website looks good
- Brooke Morita and Chris Willever are reviewing new Resident Greeting Program
- Windsor Ct No Parking Issue Update – police will be contacted 1/28/22 if car is not moved
- Employee Reporting Structure – PW employee reports to Calvin Trovinger. Admin reports to Chris Willever. If council has a project, they would like assistance with from an employee they are asked to reach out to either Calvin or Chris first scheduling and consistency's sake.
- Benner Hall Improvements are ongoing and include new projector, new audio system, new amplifier, new mics for meetings and events
- Benner Hall Capacity - Renters Updated on maximum capacity
- Vacant Council Seat Responses to date – deadline to apply 1/30/22. Formal vote at Council meeting on 2/8/22 to elect new member

REPORT OF THE MAYOR: (Wayne Codner)

To the residents of Richlandtown Borough, here are the subjects that have come to my attention:

Feedback from previous Council Meeting

- Length and focus of meeting
- Quality of sound
- Communication connection to attendees

Richlandtown Inn – listed for sale on January 4, 2022

Volunteers for Fire Company Breakfast - 28 volunteers, 20 were high school students

Formation of Creation Creed - Under the mayor's direction, will function as a volunteer group for the betterment of Richlandtown Borough

Snow removal for health impaired residents - One veteran with cancer, spouse has a heart condition and one veteran's widow with immune system issues

(NIMS) Certification - Working with Councilman Trovinger on current course required - (minimum requirement for NIMS is the G-402 Course. Kathy will send info to council.

Formation of an information sheet for residents

- Working with Councilwoman Snyder
- Contact Information for Borough Office

-Sign-up for Swift 911, etc.

Respectfully,

Hon. Wayne Codner

Mayor-Richlandtown Borough

wayne.codner@richlandtownborough.org

REPORT OF THE BOROUGH: (Kathy Wetzel)

- Review & Approval of Council Meeting Minutes, January 11, 2022

Motion made by Iolanda Logan, seconded by Floyd Bless to approve the January 11, 2022, meeting minutes as presented. All in favor. Motion carries.

- State Ethics Commission Financial Statements of Interests (distributed, Due in office by April 29, 2022)
- Borough's Fiscal Audit to begin next week, 1/31/22
- Water Meter order still on backorder from LB Water

PUBLIC WELFARE: (Jillian Snyder, Chair; Brooke Morita)

- Brief Traffic Study conducted by PennDOT, PennDOT to post signs to deter trucks from turning right off of Church Rd on Main St. PennDOT suggests slowing truck traffic by limiting parking on Main St to only one side of the road. Study found no reason to deter or eliminate truck traffic through the borough. Chris encouraged council to review the report and come back to a later meeting to discuss any questions.
- 28 First Ave, asphalt placed by resident was not applied correctly along the roll curb, the borough would not be able to reinstall in. Chris will speak to the resident and consult the Borough Engineer if necessary.

PARKS & RECREATION: (Brooke Morita, Chair)

- Committee considering some pop-up events, possibly in partnership with Hang Over's Café. Kathy will order the portable standing lights as previously discussed.
- Updated 2022 Parks & Rec Event Calendar – Brooke Morita asked for volunteers for both the planning and the implementation of the scheduled events. Volunteer forms and the waiver of liability form were discussed. Kathy will reach out to the insurance company to clarify and Chris will reach out to the borough solicitor for more details.
- Ice Pond up and ready for skaters. Thanks to Bo Trovinger and Nathaniel Snyder for their hard work.

POLICE & FIRE LIAISON: (Iolanda Logan, Chair)

- The next Neighborhood Watch Meeting will be Tuesday, February 15, 2022, at 7 p.m. at Benner Hall with a presentation from our Fire Company about household fire safety and protocols.

PLANNING COMMISSION: (Arthur Bryan, Chair; Iolanda Logan)

(as read)

- 2022 Officers: Arthur Bryan – President; Iolanda Logan, Vice President; Andrew Janke, Secretary

PUBLIC WORKS, BUILDING & GROUNDS, WATER DEPT: (Calvin "Bo" Trovinger, Chair; Floyd Bless)

(as read report)

- The little storms we have had, the plowing and salting operation, seem to have gone well. The equipment has been holding up well, no major issues. Andy has now been asked to push snow back to the curb as closely as possible, not leaving a 12" barrier as done previously.
- The leaf vac is out for repair; it seems the clutch is not engaging.
- Jeff and Andy got half the storm drains cleaned out from leaves in the Boro.

WATER DEPARTMENT

- Pump house number 2 on Union St, Andy finished painting the inside.
- I am working with Bucks County Water and Sewer on their contracts for tank inspections and painting since I'm not have any luck on my own.

BUILDING AND GROUNDS

- Andy is still working on the ceiling tiles at the firehouse when he can get them.
- Andy painted the men's bathroom at Benner Hall.
- Andy also fixed and painted the table closet at Benner Hall.
- Last Sunday we had a problem with the heat at Benner Hall, called the repair man, and determined it was the number 4 controller again. That has been fixed and all up and running again.
- Andy noticed a lot of water damage on the new ceiling tiles at Benner Hall, had him check if he could see leaks from the roof, he noticed it seemed to be condensation from the duct work. I had the roof check just to be sure, he found nothing. Talked to the plumber about the issue he gave his suggestions. Andy built some closures, that were suggested and insulated. We also set the base temp to 60 instead of 57 to see if that helps.
- Ice skating pond is frozen and Jillian's husband has been looking after it and maintaining it, thanks to Nate.

(to discuss)

- New LED lights to be installed in Benner Hall. Calvin received a quote from TW Electric to install all new LED lights inside of BH at a cost of \$5,138.00. Bo and Floyd would like to move forward with the work deleting the need for the 13 round lights to be changed.

Motion made by Calvin Trovinger, seconded by Floyd Bless to move forward with the work being done by TW Electric at a cost not to exceed \$5,500.00 for this project, after deleting the lights as mentioned above, taking the funds out of the BH Insurance claims money received for storm damage. All in favor. Motion carries.

OPEN ACTION ITEMS:

- Tractor Purchase/Snow Blower Purchase
- Water Meter relocation at Larry's Cycle Shop

NO REPORTS

BUILDING COMMISSION (IDLE) (Jillian Snyder)
EMERGENCY MANAGEMENT COORDINATOR: (Calvin Trovinger)
JR. COUNCIL REPORT: (McKenzie Huff)
PERSONNEL: (Jillian Snyder, Chair)
REPORT FROM THE SOLICITOR: (Colby Grim)
RFC REPORT (Fire Chief)
FINANCE: (Floyd Bless, Chair; Jillian Snyder)

ADJOURNMENT: Adjourn Council Meeting

Motion made to adjourn meeting by Floyd Bless, seconded by Iolanda Logan at 8:50 p.m. All in favor. Meeting adjourned.

UPCOMING MEETINGS: (all at Benner Hall @ 7 P.M.)

- Parks & Recreation Committee Meeting: Tuesday, February 1, 2022
- Council Meeting: Tuesday, February 8, 2022
- Committee Meeting: Tuesday, February 22, 2022

Respectfully submitted by,

Kathy Wetzel Borough Secretary/Treasurer