

# RICHLANDTOWN BOROUGH

## Council Meeting Minutes

Tuesday, April 12, 2022

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

**In Attendance:** Mayor, Wayne Codner; Council President, Christopher Willever; Council Vice President, Floyd Bless; Jennifer Geese, Brooke Morita, Jillian Snyder, Calvin Trovinger; Jr. Council, Mackenzie Huff, Solicitor, Colby Grim, Borough Secretary, Kathy Wetzel **Absent:** Iolanda Logan

**PUBLIC COMMENT:** (none)

### RFC REPORT:

- March 2022 Fire Calls – 22 calls, 130 total man hours

### REPORT OF THE PRESIDENT: (Christopher Willever)

- Richlandtown Cemetery – update given by borough solicitor who stated that any intent to assume responsibility from the cemetery association would first require a petition from a majority of property owners in the borough showing support. Lengthy discussion ensued regarding intent, procedures, duties, and maintenance demands that the cemetery would require. Colby will draft a petition, Jim Dunn offered to obtain signatures on the petition. Jim Dunn also stated that the Historical Society will be meeting in June and the further of the cemetery will be a topic on their agenda.
- Iolanda Logan's approval to represent the borough at the PSAB Conference as a voting delegate required.

**Motion made** by Floyd Bless, seconded by Calvin Trovinger. All in favor. Motion carries.

### REPORT OF THE MAYOR: (Wayne Codner)

To the residents of Richlandtown Borough,

- Update on Bus Patrol
  - <https://buspatrol.com/>
  - Cost to the school/public
- TMA Representative Scheduled for Council Meeting May 10, 2022
- Quarterly Review
  - Creation Creed
  - Parental Pack
  - Communication with Council

Respectfully, Hon. Wayne Codner, Mayor- Richlandtown Borough

### FINANCE: (Floyd Bless, Chair; Jillian Snyder)

- Review of Financial Reports month ending March 2022
- Review & Approval to make Payments - Bills for April 2022

**Motion made** by Brooke Morita, seconded by Jillian Snyder to approve the payments for April 2022. All in favor. Motion carries.

### REPORT OF THE BOROUGH: (Kathy Wetzel)

- Review & Approval of Committee Meeting Minutes March 22, 2022

**Motion made** by Floyd Bless, seconded by Jennifer Geese to approve the Committee Meeting minutes of March 22, 2022. All in favor. Motion carries.

- LIHWAP (Low-Income Water Program) Membership discussed allowing residents to apply for assistance paying delinquent water bills.

**Motion made** by Brooke Morita, seconded by Floyd Bless to approve the boroughs membership in the LIHWAP program. All in favor. Motion carries.

**PARKS & REC:** (Brooke Morita, Chair; Jennifer Geese)

- Easter weekend volunteer needs
  - FRIDAY 4/15/22 at Benner Hall
    - 9 am-12 pm: Prep for Easter Egg Hunt
    - 12-2 pm: Putting out of Good Friday luminaries
  - SATURDAY 4/16/22 at Benner Hall/Park
    - 8:30 am-12 pm: Easter Egg Hunt
    - 12-2 pm: Picking up of Good Friday luminaries
- Spring Borough-wide yard sale: Saturday 4/23/22
  - 15 sales registered
  - Register at <https://forms.gle/JShk4aAmofBsmx6P7>
- Dog Park currently closed for resodding and will remain closed for some time to come.
- Outdoor bathrooms at Benner Park now open. Someone has been hired to maintain the bathrooms twice a week.

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

PUBLIC WORKS

**As Read:**

- The bid process is still on track, opening the bids is May 4th and we are set to award the bid if it's all good at the May 10th council meeting.

**To Discuss:**

- Street Sweeping – Kathy will call to schedule borough-wide street sweeping. Chris will post the dates on the board at John E. Kandel Park and Kathy will post the notice on social media. Floyd mentioned the RFC posting the notice to the RFC sign in front of the office.

WATER DEPARTMENT

**As Read:**

- The pump packing was repaired at the Walnut St pump house.
- The transducers were installed and are up and running.
- The water system is back to 100 percent.
- The contractor that installed the filtration system at the Union St pump house, has to come back and secure some piping.

**To Discuss:**

- Hydrant flushing will begin the second week of May. Due to the possible reduction in some water pressure or possible cloudy water. Kathy will post the dates to social media when the dates are confirmed.
- Water Tank Inspection Reports from Pittsburg Tank distributed to all. Crucial findings will be addressed and discussed at a later date.

BUILDING AND GROUNDS

**As Read:**

- The lights on the outside of Benner Hall have been fixed, a new rock light has been installed at the rock.
- Floyd and I meet with the electrician at Benner Hall about some electrical issues, he is going to run a dedicated power line to the automatic doors out front and fix some other issues.
- Everything is set with mowing Jeff has already begun do little things to get ready.

**To Discuss:**

- Soccer Nets for Benner Memorial Park were discussed. Calvin thanked Wayne Codner for the help in obtaining the information presented. Soccer nets/goal posts options were discussed. Council agreed to purchase the nets/goal posts from Kwik Goal. Kathy will place the order. Kathy will also get a quote for wheels for the posts.

**Motion made** by Calvin Trovinger, seconded by Floyd Bless to purchase the soccer nets/goals at a cost of \$3,390.00 All in favor. Motion carries.

- More sod and work have to be done at the dog park, so myself and a couple of volunteers will be doing this soon, as of now it is still closed and will be for a while
- Concrete (sidewalk) Quotes for borough owned properties recently received.

**Motion made** by Floyd Bless, seconded by Jillian Snyder to hire Kramer Bros. to install the sidewalk at the property located at First Ave & Walnut Street for a total of \$6,700. All in favor. Motion carries.

**OPEN ACTION ITEMS:**

- Tractor Purchase – ordered and on wait list
- Snow Blower Purchase
- NIMS – G402 web course 6/6/22 \*Kathy, Chris, Jillian, Jennifer have registered to date, Brooke will also be registering.

**NO REPORTS**

BUILDING COMMISSION (*IDLE*) (Jillian Snyder)  
EMERGENCY MANAGEMENT COORDINATOR: (Calvin Trovinger)  
JR. COUNCIL REPORT: (McKenzie Huff)  
PERSONNEL: (Jennifer Geese, Chair; Jillian Snyder)  
PLANNING COMMISSION: (Andy Jenke, Chair; Iolanda Logan)  
PUBLIC WELFARE: (Jillian Snyder, Chair; Brooke Morita)  
POLICE & FIRE LIAISON: (Iolanda Logan, Chair)

**ADJOURNMENT:** Adjourn Council Meeting

**Motion made** to adjourn meeting by Jennifer Geese, seconded by Jillian Snyder at 8:15 p.m. Meeting adjourned.

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

- Committee Meeting: Tuesday, April 26, 2022
- Parks & Recreation Committee Meeting: Tuesday, May 3, 2022
- Council Meeting: Tuesday, May 10, 2022
- Committee Meeting: Tuesday, May 31, 2022 (rescheduled)

Respectfully submitted by:

*Kathy Wetzel*

Borough Secretary