

RICHLANDTOWN BOROUGH
Council Meeting Minutes
Tuesday, June 8, 2021

- Call to Order at 7 p.m. by Christopher Willever
- Moment of Silence

Present: Mayor, Jim Dunn; President, Christopher Willever; Vice-President, Floyd Bless; Michele Grida, Iolanda Logan, Brooke Morita, Jillian Snyder, Bo Trovinger, Alexa Scheetz (JCP), Solicitor, Colby Grim; Secretary, Kathy Wetzel

PUBLIC COMMENT:

Jillian Snyder (resident, Council Member) - Comment on the drafted amended ordinance regarding the Keeping of Certain Animals wanting to go on record stating "Being in attendance of the last meeting held on Tuesday May 25, 2021, I want to ensure it is recorded that with the proposed Keeping of Certain Animals Ordinance, the majority of Council ultimately rejected the researched suggestions of the Public Welfare Committee in regards to the number of hens and to the property line distance needed to keep hens, in favor of suggestions that were admitted as arbitrary and made up"

Dave Kinney (resident Towne Court HOA President) – Comment regarding the ongoing concern over the 2-parking space allotment on the alleyway in Towne Court, further commenting on the snow emergency declared during a snow storm two years ago and the feelings that the borough was reluctant to tow cars parked illegally along Linda and First Ave. Mr. Kinney also commented that the current HOA board members are interested in providing safety to all of the residents of Towne Court by reestablishing the HOA policies and procedures that have been in disarray for years. Mr. Kinney stated that the board of the HOA are also interested in maintaining a good working relationship with the Borough Council and working together.

Kaitlyn Kinney (resident, HOA Secretary) – Comment on the "No Parking" Signs on Linda and First Ave in Towne Court regarding residents of Towne Court ignoring the signs. Further stating that if the residents had not placed sheds, boats, campers in their parking areas along the alleyway they would have legal parking spots to park their vehicles. Ms. Kinney also stated that the HOA does not feel supported by Borough Council regarding this situation.

Pauline Reichert – (resident, HOA Treasurer) – Comment on the swales being blocked at both ends of her residence (she lives in the middle" commenting that she has been a resident of Towne Court for 27 years and during heavy rains her living room floods with water.

Sam Sheroff – (resident) – Commented that he has been a resident for one year in Towne Court and of being happy to live in the borough stating that following some European standards that he has seen firsthand could be beneficial for all concerned.

Tom Gross – (resident) – Commented that he appreciates the Councils work to that they do for all the residents of the borough. Tom stated that Council has a chance to do good for the borough in cleaning up the long-standing issues that have plagued the HOA by poor management. Mr. Gross commented that the Building Code Officials should do a better job to enforce easements as well as all ordinances of the borough maintaining properties in the entire borough.

Colleen O'Brien (resident) – commented that she has been a long-standing resident of the borough in Towne Court. Ms. O'Brien commented on the "One-Way" traffic signs being ignored by drivers in on Linda and First Ave. Asking how residents can get the signs enforced. Colleen also commented on residents and visitors ignoring "No Parking" signs and easement concerns.

Christopher Willever – Commented that speaking for all of Council we are incredibly happy to see and hear from everyone attending and stated that council is always ready and willing to listen to residents' concerns. Chris stated that having everyone come to the open meetings and speaking really does speak volumes and council appreciates everyone's involvement and investment in the betterment of the borough.

Rachel Kotch – Presented to Council the plaque suggestions and the tree that her and the friends of Bob Roth are looking at to donate to the dog park in Bob's memory to the dog park.

RFC REPORT: (Deputy Fire Chief) Report for May 2021 (no report)

REPORT OF THE PRESIDENT: (Christopher Willever)

- Covid-19 Local Fiscal Recovery Funding – handout distributed by Colby showing what (to-date) the upcoming money will be able to be allocated for. Colby stated that there are several stipulations on the funds and pointed out that infrastructure is an approved expenditure, further stating that the Water Department could really benefit from the funding in maintain some of the wells and water tanks. Kathy has prepared the paperwork necessary for the borough to receive the ARPA funds. Half of the funds will be received (eminently) and the other half of the funds will be received in 2022. If funds are not spent, they will need to be returned in 2024. Efficient record keeping will be necessary and DCED will require reporting of funds spent.
- Baseball Field Update – Chris has had no further contact with the QYBA organization, and the borough still has not received a schedule from QYBA for the use of the fields. Chris has been approached by the Iron Colt organization and they have met with Chris and Bo. The Iron Colts are interested in working with the borough and with the QYBA in order to share the fields amicably. The meeting with the Iron Colts was very productive and they are willing to provide upkeep, maintenance and supplies to better the baseball field and even discussed installing a pitcher's mound. There is no clause in the QYBA current contract stating that QYBA has sole rights to the use the fields. Chris asked council to consider voting on a motion to cancel the contract with QYBA stating that this would require a 60-day notice to move forward in canceling the contract however the current schedule does end on June 30, 2021.

Motion made by Michele Grida, seconded by Floyd Bless to terminate the contract with QYBA. The vote was declined by all other members of council. Floyd Bless Rescinded the second vote. Motion denied.

Motion made by Brooke Morita, seconded by Iolanda Logan to move forward with allowing the Iron Colts to use the field in conjunction with QYBA and not to terminate the QYBA contract providing the borough receives a schedule from QYBA and the Iron Colts. Yays: Brooke Morita, Iolanda Logan, Chris Willever, and Jillian Snyder. Nays: Michele Grida, Calvin Trovinger and Floyd Bless. Motion carries.

- Other ways to communicate with Borough Residents besides the Boro Buzz – other communication options will be discussed amongst Council and Parks & Rec Committee and be presented at a Council Committee Meeting.
- Keeping Of Certain Animals & Bee Ordinance Amendments – updates suggested at the past meeting were prepared and reviewed and the Ordinances for Keeping of Certain Animals in the Borough as well as Beekeeping are ready for advertising. After advertising the Hearing on the Ordinance will be scheduled at the next Council Meeting July 13, 2021, if approved the Ordinance will be approved by vote. If updates to the ordinance are required, the process will start again. Kathy requested that Brooke and/or Jillian provide the borough office with a word version of the ordinance to prepare for submitting it to be advertised. Colby will work with Kathy to get the ordinance advertised asap.

Motion made by Iolanda Logan, seconded by Michele Grida, to approve the Keeping of Certain Animals and the Beekeeping Ordinance is ready to be advertised as it is currently written. Yays – Iolanda Logan, Calvin Trovinger, Michele Grida, and Floyd Bless. Nays – Brooke Morita, Jillian Snyder, and Christopher Willever. Motion passes.

PARKS & REC: (Brooke Morita, Chair; Michele Grida)

- Purchase of October Glory Maple for dog park - exact location and type of plaque. Calvin Trovinger denied the choice of the tree agreed upon at the last council meeting stating that upon further research tree would be too big at 30-40' for the small dog park. After a lengthy discussion between Council and Rachael Kotch, who initiated the talk of donating the tree and plaque in memory of Bob Roth, it was agreed upon that the tree should either be a Dogwood Tree or a Miniature Japanese Cherry Tree due to their size and shade provided. Kathy will research these options and report back to the appropriate committees. The council suggested that the money come from the Dog Park Fund Account the for the tree. Rachael Kotch will be providing the plaque (8x10 in size) that will be mounted and placed in the dog park at an agreed upon location by all involved committees.

Motion made by Iolanda Logan, seconded by Brooke Morita to use the sum of the funds currently available in the Dog Park Bank Account to purchase the tree (approx. \$300). Exhausting the account. All in favor. Motion passes.

- Christmas in July - Saturday 7/17/21, 9 am-2 p.m. at Benner Hall – vendors still being accepted in-doors and out-doors. 20 vendors have registered to date. Iolanda will provide her list of vendors to the Parks & Rec Committee.
- National Night Out – Scheduled for Tuesday 8/3/21, 5:30-7:30pm at Walnut St Park.

- Update on Kandel Memorial Park Dedication Walnut Street Park is expected to be renamed in honor of John Kandel at the event. Michele has reached out to John's family, and they are touched and in favor. Mayor Dunn and Bo Trovinger will work together to find an artist who will be able to provide an artist rendition of the memorial to be revealed at the event. Iolanda Logan asked to be included in reaching out the Richlandtown Fire Company for their input, emotionally, physically, and monetarily. Colby stated that a Resolution should be read at the renaming ceremony and recorded by the borough.
- Recent vandalism at Benner Memorial Park only reiterated the need for security camera. Mayor Dunn offered to meet with the parent(s) of the most recent vandal who took ownership of the damage to discuss the matter. Kathy will research signs to be posted by the dumpster regarding illegal dumping recently noticed.
- Pavilion rentals - recent damage (likely from renter), reserved sign chain too high, Kathy purchased a new chain, Andy will install it. "No authorized vehicles/keep off the grass" signs needed, Kathy already purchased these signs. Keys for Parks and Rec closets discussed and distributed.
- Pavilion Rental contract will be reviewed and "approximate time of pavilion use" will be added.
- Michele is meeting with Andy and the Cintas sales rep to discuss needs for reopening Benner Hall.

REPORT FROM THE SOLICITOR: (Colby Grim)

- Review of Food Truck/ Soliciting Permit, Colby has provided this to Jillian and Brooke.
- Towne Court HOA Letter Review. Colby provided Council the letter to be reviewed before forwarding to the HOA and for Randy to review as the Building/Zoning Officer. A few alterations to the letter were discussed. Colby discussed a few of the topics that arose during the Public Comment portion of the meeting. Colby explained the difference between Public and Private matters reiterating what is the responsibility of the HOA for their members and what is the responsibility of Richlandtown Borough. The HOA controls the alleyway easements and are ruled and mandated by the HOA. Colby suggested that the HOA consult their solicitor regarding these matters. Colby further stated that these matters have been through years and years of debate between HOA board members and the borough. Colby suggested that the HOA and the Borough work on what should happen in the Future vs what has happened in the past. Moving forward the HOA would be able to add that their residents must have the HOA sign off on any Zoning permits required for sheds, fences, etc. Making it difficult for "grandfathered" sheds to be replaced or repaired in time. Chris reiterated to the HOA that they are to work with the Public Welfare committee and him and stated they should not be reaching out to all members of council or staff. Michele Grida commented that while not everything the HOA as presented can be addressed by council either by law or policy, she wanted the HOA to know that the work they are doing is greatly appreciated by council and hopes that everyone is working together for the good of the entire community. Brooke Morita asked how enforcing the one-way signs and traffic laws could be addressed. Council reiterated that these traffic violations should be reported to the State Police at the Dublin Barracks. Residents taking pictures and turning the info over to the SP would be helpful.

REPORT FROM THE MAYOR: (James Dunn)

Resident Concerns

- 1) Trash issue at 136 S Main St. (Sofa on sidewalk) Randy will take over this violation.
- 2) Post Office box rental questions have been received.

Junior Council Position

I want to thank Kathy for reaching out to QCHS about the Junior Council position. As of 6/7/21 I have received one letter of interest. McKenzie Huff is the current applicant. Alexa approved of the applicant. Kathy will provide Jim with the JCP application, and he will reach out to McKenzie.

Chris discussed the JCP position being overseen by the Mayor of the Borough and council discussed the transition beginning next year with the new Mayor of the Borough.

Respectfully submitted,
James S. Dunn, Jr.
Mayor -Borough of Richlandtown
James.dunn@richlandtownborough.org

FINANCE: (Floyd Bless, Chair, Jillian Snyder)

- Review of Financial Reports month ending May 2021 – Floyd suggests that Council approve the purchase of CDS totaling \$250K with increased revenue in the general fund account.

Motion made by Floyd Bless, seconded by Iolanda Logan to approve the purchase of CD(s) totaling \$250K with the increased revenue in the general fund account.

- Review & Payment - Bills for June 2021

Motion made by Iolanda Logan, seconded by Michele Grida to approve payment of the June 2021 bills.

REPORT OF THE BOROUGH: (Kathy Wetzel)

- Approval of Minutes for **Committee Meeting** May 25, 2021, Council Meeting

Motion made by Michele Grida, seconded by Floyd Bless to approve the May 25, 2021, Council Meeting Minutes. All in favor. Motion carries.

- Kathy will be on Vacation from June 21 – June 24, 2021
- Sb 554 Pending (An Act amending Title 65 (Public Officers) of the Pennsylvania Consolidated Statutes, in open meetings, further providing for public notice and providing for notification of agency business required and exceptions) Bill would require boroughs to post to the public the complete agendas 24 hrs. before all public meetings further requiring the agenda to be strictly adhered to making no additions unless determined an emergency.
- Benner Hall and Memorial Park Security Cameras – I have inquired to surrounding boroughs and have two initial phone call meeting scheduled for Wednesday 6/8/21. Kathy and Chris will be working on this project.

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

- Quote for re-sealing the blacktop of the Benner Hall Parking Lot for \$7,500 by Bux-Mont Asphalt as member of COSTARS. Bo and Floyd will look for 2 more quotes and report back to Council.
- Request received by the Public Welfare and the Public Works Committee by the HOA at Towne Court for permission to purchase a 3rd “One Way” traffic sign for Linda Court. Jill will follow up with the HOA and with the Public Works Comm.
- Floyd suggested a property survey will be needed for the borough property that abuts the Hinkle property off of New Street regarding the borough flowing water.

PERSONNEL: (Chair, Michele Grida; Jillian Snyder)

- Michele Grida called an Executive Session to discuss a personnel matter. The session began at 9:15 p.m. Council reconvened at 9:32 p.m. Council discussed revising the Public Works Assistant Job Description. Chris asked for Council to approve the Personnel Committee to revise and approve the Job Description as discussed.

Motion made by Michele Grida, seconded by Iolanda Logan granting the Personnel Committee the privilege of approving the revised Public Works Assistant Job Description without further discussion. All in favor. Motion carries.

OPEN ACTION ITEMS:

- NIMS 700 Training for Council
- Benner Hall Security Cameras
- New Borough Banners
- Tractor & Snow Blower Purchase

NO REPORTS

BUILDING COMMISSION (IDLE) (Jillian Snyder)
EMERGENCY MANAGEMENT COORDINATOR: (Calvin Trovinger)
FIRE & POLICE LIASON: (Iolanda Logan)
JR. COUNCIL REPORT: (Alexa Scheetz)
PLANNING COMMISSION: (Iolanda Logan)
PUBLIC WELFARE: (Jillian Snyder, Chair; Brooke Morita)

ADJOURMENT: Adjourn Council Meeting

Motion made by Iolanda Logan, seconded by Brooke Morita at 9:45 p.m. to adjourn the meeting. Motion adjourned.

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

- Planning Commission: Monday, June 21, 2021
- Committee Meeting: Tuesday, June 22, 2021 (**canceled**)
- Parks & Rec Committee Meeting: Tuesday, July 6, 2021
- Council Meeting: Tuesday, July 13, 2021
- Committee Meeting for July 20, 2021

Respectfully submitted by:

Kathy Wetzel

Borough Secretary/Treasurer