

RICHLANDTOWN BOROUGH

Committee Meeting Minutes

Tuesday, July 25, 2023

Call to Order at 7:00 p.m. by Christopher Willever
Moment of Silence to recognize the passing of Mr. Lloyd Ewer
Pledge of Allegiance

In Attendance: Mayor, Wayne Codner; Council President, Christopher Willever; Council Vice President, Floyd Bless; Megan Bowman, Jennifer Geese, Jillian Snyder, Calvin Trovinger; and Borough Secretary, Kathy Wetzel. **Absent:** Kimberley Fox

PUBLIC COMMENT: none

REPORT OF COUNCIL PRESIDENT: (Christopher Willever)

- 2023 Fall PSAB Conference Attendance October 13 - 15, 2023 in Erie, PA. Kathy Wetzel would like to attend.

Motion made by Floyd Bless, seconded by Jennifer Geese to approve Kathy Wetzel to attend the PSAB Conference in Erie PA October 13 – 15, 2023. All in favor. Motion carried.

- December 12, 2023, Council Meeting – rescheduling (*Kathy will be on Vacation*)

Motion made by Jennifer Geese, seconded by Megan Bowman to reschedule the December Council Meeting to Tuesday, December 5, 2023. All in favor. Motion carried. Meeting changes will be advertised.

- Volunteer Fire Property Tax Rebate (Act 91) for Volunteer Firefighters. The council agreed not to move forward with this at this time.
- Cemetery Procedures – Chris spoke to Colby and the ordinance has not yet been drawn up. Calvin has two volunteers for this committee. The committee will meet after the ordinance and the other forms have been approved.

REQUEST WAS MADE TO AMEND THE AGENDA FOR LAST MINUTE ITEMS MADE BY Christopher Willever, Council President

Motion made by Jennifer Geese, seconded by Megan Bowman to Amend the Agenda adding last minute items as listed below. All in favor. Motion carried. Kathy will amend the agenda.

- **Council Meeting Agenda Items** – Chris reminded everyone that meeting agenda items are by The Sunshine Act required to be printed 24 hours before the public meetings. All items are to be submitted to the borough office in time for the meeting agendas to be publicly advertised for 24 hours. Unless it's an emergency, nothing can be added to the agenda for discussion after the agenda has been advertised.
- **Boro Buzz to add additional article.** Chris asked for permission to add an article (for the front page of the upcoming Boro Buzz to remember Mr. Lloyd Ewer who served as Mayor of Richlandtown from 1979-2009. Jim Dunn has written an article for the Boro Buzz as the Chair of the Historical Society of Richlandtown. Chris will also add a few things to the article with the help of Floyd Bless.

Motion made by Calvin Trovinger, seconded by Jennifer Geese to approve adding this article to the upcoming Boro Buzz adding it to the front page. All in favor. Motion carried.

- **AV Quotes for BH.** The Projector bulb has died over the weekend. A new projector is needed. Chris and Kathy met with an AV company and the borough will be receiving three quotes (Audio, Visual, and Communications) Chris set up another appointment for Tuesday, 8/2/23 to meet with another AV company.
- **Arsenic Media** – Calvin and Chris spoke with Tim today about the Arsenic media quotes to replace the media at well #2. Chris spoke to Tim about the lifetime of the media, seems it needs to be replaced more often than once discussed. Tim has collected raw samples. Chris asked for a vote to approve the quotes received from DeNora \$16,650 and Derstine \$5,650.

Motion made by Calvin Trovinger, seconded by Jillian Snyder to approve the quotes from DeNora \$16,650 and Derstine 5,650.00 to be paid by the Water Department. All in favor. Motion carried. Kathy will research when the media was first installed.

- **Church Street** – fire hydrant at 10-12 Church Street discussed.
- **BH Broken Bottles** – parking lot has broken glass in it, a resident saw someone breaking bottles. Kathy will look at the camera activity for 7/11-7/12/23.
- **Bobiak Property** – rumor has it that the property has sold and the initial reports are for 120+ homes plus a retirement community will be built on the property.
- **224 N Main St** – Wayne reported that the dogs are still out all day and all night no matter the weather. Jennifer told Wayne to contact the humane society who could then act along with the Bucks Co. Dog Warden.
- **Kandel Park Project** – Kandel Park plans have been received for paving. Kathy has “draft” of the plans in the borough office. The work could be done in time for the 9/11 Ceremony if approved quickly. Cost initially quoted to Floyd at approximately \$11,800.

Motion made by Jennifer Geese, seconded by Megan Bowman to approve the estimate for up to \$13,000 for the paving project to begin. With the hopes that the job will be done in time for the 9/11 Ceremony. All in favor. Motion carried.

- **Water Shut Off First Ave** - Water will be shut off on a small stretch of First Ave Wednesday, 7/26/23, for repairs.
- **Municipality Agreements** – Calvin discussed options for “trading” services or equipment with other municipalities. Calvin reported that other municipalities are already doing this and reported that Haycock may be interested in an agreement with Richlandtown. Chris will speak to Colby about the logistics of a plan.
- **Plants to attract Dragon Flies** may be planted at the parks. Dragon Flies help to curtail the mosquito population.

REPORT OF THE MAYOR: (Wayne Codner)

To the residents of Richlandtown Borough,

- Introduce Melissa Encinias of the Bucks County Health Department Mosquito Control Program – Ms. Encinias explained how The Bucks Co Health Dept helps towns stop breeding sites for mosquitos and how they determine a need to treat them.
- Resident’s concerns about potholes resolved.

Respectfully,
Hon. Wayne Codner, Mayor- Richlandtown Borough

REPORT OF THE BOROUGH: (Kathy Wetzel)

- Review & Approval of Council Meeting Minutes for July 11, 2023, as presented.

Motion made by Megan Bowman, seconded by Jennifer Geese to approve the meeting minutes as presented for 7/11/23. All in favor. Motion carried.

- Thursday, September 7, 2023, Kathy will be attending the BCCM meeting in Hatfield, PA on Cyber Security
- Verizon replacing Comcast for Borough and Benner Hall July 26, 2023, and August 2, 2023, respectively.
- Boro Buzz articles submitted to printer on 7/13/23 for a delivery date of mid-September.

PARKS & REC: (Jennifer Geese, Chair; Kim Fox, Megan Bowman)

- **National Night Out** - Tuesday, August 1, 2023, 5:30 - 7:30 PM @ Kandel Memorial Park. Jennifer asked for approval to shut down Walnut Street earlier than usual so that the RFC has space to park and maneuver. Cones could be placed earlier and the road could be shut down a bit later.

Executive Session - Chris Willever, Council President, called an Executive Session at 8:15 p.m. to discuss Personnel matters. The Executive Session ended at 8:29 p.m. and the meeting resumed.

OPEN ACTION ITEMS:

- Kandel Park Electrical Work - in progress
- Janitorial Services for Benner Hall (Kathy researching)
- Sealing and Stripping RFC Parking Lot (Fall)
- Recodification Process – in progress

- Emergency Notification System changes – in progress
- Folding Table order still on back order from Competitive Edge
- Master Key set for the borough office to match the PW Key set

NO REPORTS

CEMETERY COMMITTEE: (Calvin Trovinger, Chair; Jillian Snyder)

EMERGENCY MANAGEMENT COORDINATOR: (Calvin Trovinger)

POLICE & FIRE LIAISON: (Kim Fox)

PERSONNEL: (Jennifer Geese, Chair; Jillian Snyder)

PLANNING COMMISSION: (Iolanda Logan, Chair; Jillian Snyder)

REPORT FROM THE SOLICITOR: (Colby Grim)

REPORT OF THE FIRE COMPANY: (Mike Studenroth)

PUBLIC WELFARE: (Jillian Snyder, Chair)

FINANCE: (Floyd Bless, Chair; Jillian Snyder)

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

ADJOURNMENT: Adjourn Council Meeting

With no further business to discuss a Motion was made at 8:40 p.m. by Jennifer Geese, seconded by Floyd Bless to adjourn the meeting. Meeting adjourned.

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

- Council Meeting: Tuesday, August 8, 2023
- Committee Meeting: Tuesday, August 22, 2023

Respectfully Submitted by:

Kathy Wetzel

Borough Secretary/Treasurer