

**RICHLANDTOWN BOROUGH**  
**Committee Meeting Minutes**  
Tuesday, August 24, 2021

**OPENING:**

- Call to Order made by Christopher Willever at 7:00 p.m.
- Moment of Silence
- Roll Call

**Present:** Mayor, Jim Dunn, President, Chris Willever, Vice-President, Floyd Bless, Michele Grida, Brooke Morita, Jillian Snyder, Bo Trovinger, and Secretary, Kathy Wetzel      **Absent:** Iolanda Logan, McKenzie Huff (JCP)

**PUBLIC COMMENT:** none

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

- Amended Sunshine Law takes effect on Sunday, August 29, 2021. Agenda items must appear on the written agenda no later than 24 hours in advance of any scheduled advertised meeting for council to discuss at the meeting. Agendas must be posted on website and on the door of the meeting area.
- Review & Approval of August 10, 2021, Council Meeting Minutes

**Motion** made to accept the meeting minutes for August 10, 2021, by Brooke Morita, seconded by Jillian Snyder. All in favor. Motion carries.

- Review HOA "Resident" Letter presented by Solicitor, amendments and grammar corrections discussed changing the letter to read that council is in agreement that steps will be made to correct parking issues "moving forward" from the date of the letter.

**Motion** made to forward the letter to Towne Court Residents with discussed changes and amendments made by Brooke Morita, seconded by Michele Grida. All in favor. Motion carries.

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

- Resident concerns regarding food trailers parking at Walnut Street Park and presenting safety concerns presented to council by Jillian Snyder after speaking to the resident. Chris will speak to the owners of Hang Over's Café to have concerns addressed.

**PUBLIC WORKS:** (Chair, Calvin Trovinger; Floyd Bless)

**As read report:**

- All of the inlets have been repaired and coated except for Main St. Andy and Jeff have started on Main St. and have a schedule worked out to do work on inlets and Jeff still mow.
- The Windsor development retention basin had a separated pipe and wash out, that pipe has been fixed and wash out fixed as well.
- The storm water outlet trench that runs across from Cherry St. Between 2 residents, the 4inch shale cap collapsed. The trench was opened up and a concrete lid was put in its place and backfilled.
- A couple of weeks back one of the storm water lines clogged up, Andy and I got a quarter of the pipe open but couldn't open it up all the way. Bucks County Water and Sewer came out and ran a camera in the pipe for me and located the grit that is blocking the pipe so now Franc Environmental is coming out this Friday at 9am to jet and vac the grit out of the pipe to open it back up.
- Andy dug out in front of the welcome sign at Benner Hall got it back straight again.
- Grass was growing over the blacktopping of the walking trail around Benner Hall, so Andy edged the walking trail.

➤ **WATER DEPARTMENT**

- The 2 turbine pumps for 1 and 2 pump houses came in and were scheduled to be installed, but before the installation they found that there are some pieces missing so now we are back on a waiting game.

➤ **EQUIPMENT MAINTENANCE**

- The dump trucks snowplows swing cylinders were leaking badly, so I had Andy take it them Sterners to rebuild them. After some time, Sterners came back and said they can't be rebuilt, because of both shafts being bent. I told Andy to contact Kutz where we got the truck and the plow and get new ones. They were able to rebuild the lift cylinder for the plow though.

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

- Fall Borough-Wide Yard Sale: Saturday 9/18, 8am-1pm
- Harvest Fest: Saturday 10/9, 4-7:30pm at Benner Memorial Park
- Dogwood Tree in small dog park area appears to have new growth and will continue to be monitored.

**BOROUGH OFFICE REPORT:** (Kathy Wetzel)

- Kathy's Notary Public License has been renewed
- Kathy will get more information to address overhanging branches and overgrown grass in the borough

**OPEN ACTION ITEMS:**

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

**NO REPORTS**

BUILDING COMMISSION (IDLE) (Chair, Jillian Snyder)

EMERGENCY MANAGEMENT COORDINATOR: (Calvin Trovinger)

FINANCE: (Chair, Floyd Bless; Jillian Snyder)

FIRE & POLICE: (Chair, Iolanda Logan)

JR. COUNCIL REPORT: (McKenzie Huff)

PERSONNEL: (Chair, Michele Grida; Jillian Snyder)

PLANNING COMMISSION: (Iolanda Logan)

**ADJOURMENT:** Adjourn Council Meeting (motion required)

**Motion** made to adjourn the meeting at 8:00 p.m. by Brooke Morita, seconded by Floyd Bless. All in favor. Motion carries.

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

- Parks & Rec Committee Meeting: Tuesday, September 7, 2021
- Council Meeting: Tuesday, September 14, 2021
- Planning Commission: Monday, September 20, 2021
- Committee Meeting: Tuesday, September 28, 2021

Respectfully submitted by:

*Kathy Wetzel*

Secretary/Treasurer