**RICHLANDTOWN BOROUGH**

**Committee Meeting Minutes**

Tuesday, September 26, 2023

Call to Order

Moment of Silence

Pledge of Allegiance

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

**PUBLIC COMMENT:** none

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

* Benner Hall AV Quotes - 3rd company contacted and awaiting revised quote from the 2nd company
* Municipal League Registration

**Chris Willever called for a vote to amend the agenda to add Road Signs being erected in the borough randomly on Main Street.**

**Motion made** by Kim Fox, seconded by Megan Bowman to amend the agenda to add Road Signs on Main Street to the Public Welfare Agenda.

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

* Review & Approval of Council Meeting Minutes for September 12, 2023

**Motion made** by Megan Bowman, seconded by Jillian Snyder to approve the Council Meeting Minutes from September 12, 2023, as presented. All in favor. Motion carried.

* Borough Addresses vs USPS Address Standards – Kathy will reach out to Bucks County to obtain information on the process of actually changing physical addresses.
* Bucks Co. Board of Health Inspection at Benner Hall 9/27/23 passed at 100%

**PERSONNEL:** (Jennifer Geese, Chair; Jillian Snyder)

* Borough Employees- compensation for fire calls discussed.

**POLICE & FIRE LIAISON:** (Kim Fox)

* Basic Disaster Preparedness Program on September 20, 2023, went well. Floyd and Chris commented on how well the presentation was presented and complimented Jillian and Kim on their prep work.

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

* Budget Prep 2024 and reviewed
* PSAB vs Municipal League – discussion on how they two programs are very similar and how user friendly the PSAB website is. Council determined that for free for over one year will be a good gage to see how both programs compare.

**Motion made by** Kim Fox, seconded by Jennifer Geese for the Borough to register as members of the Municipal League for the free period offered through 2024 and will be monitored for the trial period and added to open action list. All in favor. Motion carried.

**PUBLIC WELFARE**: (Jillian Snyder, Chair; Kim Fox)

* Fire Call Reimbursement Ordinance #284 discussed with input from Mike Studenroth, RFC Fire Chief.

**Motion made** by Jillian Snyder, seconded by Kim Fox to approve the Ordinance for Fire Call Reimbursement, as presented with one grammatical error being made. All in favor. Floyd Bless and Calvin Trovinger abstained from the vote as members of the RFC. Motion carried. Kathy will contact Colby.

* Road Signs on Main Street – Handmade signs have randomly been erected on Main Street addressing trucks traffic. It is actually illegal to post signs on a PA State Road without formal approval by PennDOT. Council agreed that these signs will be removed immediately.

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

* Food Truck (grease on roadway) Ordinance discussed.
* Benner Hall Generator – added to budget for 2024, quotes will be requested.
* Flagpole Kandel Park – adjustment can be made.
* Flowerbed work at RFC – property is in front of the fire company and the borough office, the land and building are the property of the borough and are maintained by the borough. After a lengthy discussion it was agreed that all work requested or done in the future must be discussed and approved by council.
* Steve Funk (BuxsMont Asphalt) to start grading Windsor Court possibly the end of this week. Steve will be asked to notify the office so that cars can be moved in the area if necessary.
* PA One Calls – Floyd attended training and all digging must be submitted to PA One before work is started
* Employee Applications regarding Workmen’s Compensation and Unemployment discussed
* Union Street Hydrant repairs to be done next week

**OPEN ACTION ITEMS:**

* Janitorial Services for Benner Hall (Kathy researching but few options are available)
* Stripping RFC Parking Lot (Fall)
* Cemetery – deed and survey discussed
* Water Drainage on First Ave
* Recodification – all ordinances have been submitted
* Planning Commission Meeting Property Development Richland Twp.
* Ruts at Benner Memorial Park – culprit billed
* Municipal Leage Membership expires 12/31/24
* PA One Call info adding line to Water Tank
* Food Truck issues on Concord Ridge
* Benner Hall Generator

**NO REPORTS**

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

EMERGENCY MANAGEMENT COORDINATOR: (Calvin Trovinger)

REPORT FROM THE SOLICITOR: (Colby Grim)

FINANCE: (Floyd Bless, Chair; Jillian Snyder)

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

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

REPORT OF THE MAYOR: (Wayne Codner)

REPORT OF THE FIRE COMPANY: (Mike Studenroth)

**ADJOURMENT:** Adjourn Council Meeting

**Motion made** by Floyd Bless, seconded by Jennifer Geese to adjourn the meeting. All in favor. Motion carried.

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

* Parks & Recreation Meeting: Tuesday, October 3, 2023
* Council Meeting: Tuesday, October 10, 2023
* Committee Meeting: Tuesday, October 24, 2023

Respectfully submitted by:

**Kathy Wetzel**

Borough Secretary/Treasurer