

RICHLANDTOWN BOROUGH

Council Meeting Minutes

Tuesday, October 11, 2022

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

Roll Call:

Present: Mayor, Wayne Codner; Council President, Christopher Willever; Council Members, Jennifer Geese, Iolanda Logan, Brooke Morita, Jillian Snyder, Calvin Trovinger; Solicitor, Colby Grim, Borough Secretary, Kathy Wetzel.

Absent: Council Vice President, Floyd Bless

PUBLIC COMMENT: (held to a 5 min. time limit for comments only)

Lucy Reeves, borough resident – asking permission to close road in Windsor Court neighborhood in front of playground, 3-6 p.m., Saturday, October 29, 2022, for the block party.

Motion made by Calvin Trovinger, seconded by Jennifer Geese to approve the road closure in Windsor Court for the stated time and date for the block party at Windsor Court. All in favor. Motion carries.

REPORT FROM THE SOLICITOR: (Colby Grim)

- Local Tax Collection Law Amendment – Act 57 Resolution requiring elected Tax Collector to waive additional charges for real estate taxes where notices were not received following property transfers. Resolution required by the State of PA. Kathy will work with Erin Scheetz, Borough Tax Collector, to draw up the required waiver.

Motion made by Brooke Morita, seconded by Iolanda Logan to approve the resolution to adopt the Act 57 Resolution as presented by the solicitor. All in favor. Motion carries.

Agenda Amendment for October 11, 2022, Council Meeting:

- Request was made for the agenda to be amended for Tuesday, October 11, 2022, Council Meeting to allow for a report of the Richlandtown Fire Company for the month of September 2022. Kathy will amend the agenda.

Motion made by Brooke Morita, seconded by Jennifer Geese to amend the Council Meeting Agenda for October 11, 2022, to include a report by the Richlandtown Fire Company. All in favor. Motion carries. Calvin Trovinger abstained from voting as a member of the RFC.

REPORT OF THE FIRE COMPANY:

- In September there were 12 calls totaling 14 hours and 44 minutes with a total of 77 hours 29 minutes man hours.
- Hoagies are Thursday, October 27, 2022.
- Quarter Auction will be November 6, 2022.

REPORT OF THE MAYOR: (Wayne Codner)

To the residents of Richlandtown Borough,

- Revisit email communication practices – copy (cc) Council President on emails sent to the Borough Office containing information that require their attention.
- Value gained from Benner Hall cameras and Water Dept. software discussed.
- Monetary gift submitted to the borough office for the General Fund from a recent wedding ceremony performed.
- 9-month mayoral review

Respectfully, Hon. Wayne Codner
Mayor- Richlandtown Borough

REPORT OF THE BOROUGH: (Kathy Wetzel)

- Review & Approval of Committee Meeting Minutes September 27, 2022, as presented. Christopher Willever asked council to review the current process for reviewing and approving meeting minutes. Council will now review minutes prior to each meeting. If changes are suggested after the initial review, the changes will be submitted to Kathy, Kathy will add the requested change suggestion to the meeting minutes highlighting them in “red” below the initial text submitted. At the next meeting, council will review and discuss minutes and suggested changes before approval of the meeting minutes.

Motion made by Jillian Snyder, seconded by Iolanda Logan to approve the Committee Meeting Minutes as presented and reviewed for September 27, 2022. All in favor. Motion carries.

- Boro Buzz Fall/Winter 2022 articles will be due by October 25th for Mid-December delivery. Topics discussed and articles will be provided to the borough office in order to make the stated deadline.

FINANCE: (Floyd Bless, Chair; Jillian Snyder)

- Review of Financial Reports month ending September 2022
- Review & Approval to Pay the Bills for October 2022

Motion made by Jillian Snyder, seconded by Calvin Trovinger to Approve payment of the Bills for October 2022 as presented and reviewed. All in favor. Motion carries.

- Budget Prep 2023 underway – Floyd Bless, Jillian Snyder, and Kathy Wetzel met earlier this week to begin preparations for 2023 budget. Budget worksheets for 2023 will be presented at the Committee Meeting October 25, 2022, for review and discussion.

POLICE & FIRE LIAISON: (Iolanda Logan, Chair)

- The Neighborhood Watch Committee will now be called “Neighborhood Information and Safety Committee”
- Iolanda requests a Facebook post be made for “topic dump” for any ideas & requests for meeting topics. Chris Willever will create the requested post.

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

- Sealcoating Quote from Bux-Mont Asphalt Sealing reviewed by Council as presented by Calvin Trovinger. Two areas of immediate concern are being presented for repairs at this time; 1.) Windsor Court Crack Sealing at a cost of \$1,187; and 2.) Approximately 20 Inlets in the borough that need to be built up to allow for better drainage at a cost of \$85/per inlet. Calvin is asking for a total not to exceed \$3,500 be used from the ARPA funds to allow for these repairs.

Motion made by Calvin Trovinger, seconded by Jennifer Geese to approve the amount up to \$3,500 to provide the necessary repairs to the inlets in the borough and the crack sealing in Windsor Court with the work being provided by Bux-Mont Asphalt Sealing as quoted. All in favor. Motion carries.

- Basketball Fence – \$11,730 quote received from Landis Fence to purchase and install a basketball fence at Benner Memorial Park. Calvin reviewed the quote with council. Floyd Bless suggests the funds come out of Parks Capital Improvement Fund for the basketball fence. The quote for the baseball field fence will be tabled and discussed at a later date after Chris Willever and Calvin Trovinger speak to the team who utilizes the baseball field.

Motion made by Calvin Trovinger, seconded by Iolanda Logan to approve the purchase and installation of the basketball fence at Benner Memorial Park from Landis Fence (work to be done by Payne & Sons Fencing) at a cost of \$11,730.00 as quoted. All in favor. Motion carries.

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

- Thanks to all who helped make Harvest Fest a success! Chris reiterated a thank you to everyone who helped make the event a success.
- Historical Society Scavenger Hunt now live. Chris will be creating a post on Facebook for the event and the app.
- Save the dates: Annual Christmas Tree Lighting (Sat 12/3/22), and the Annual Coat Drive (Sat 12/10/22)

- Kandel Memorial Park sign board repairs needed. Jim Dunn will work with Calvin Trovinger and the public works assistant to either repair or build a new sign board.

OPEN ACTION ITEMS:

- Richlandtown Cemetery – solicitor obtaining information and should have details at the next Council meeting.
- Snow Blower – ordered and on waitlist. Kathy checking on the status of the order.
- Baseball Fences – tabled until Spring 2023

NO REPORTS

BUILDING COMMISSION (*IDLE*) (Jillian Snyder, Chair)
EMERGENCY MANAGEMENT COORDINATOR: (Calvin Trovinger)
JR. COUNCIL REPORT:
PLANNING COMMISSION: (Andy Jenke, Chair; Iolanda Logan)
PUBLIC WELFARE: (Jillian Snyder, Chair; Brooke Morita)
REPORT FROM THE PRESIDENT: (Christopher Willever)
PERSONNEL: (Jennifer Geese, Chair; Jillian Snyder)

ADJOURMENT: Adjourn Council Meeting

With no further business to discuss a Motion was made at 8:17 p.m. by Iolanda Logan, seconded by Jennifer Geese to adjourn the meeting. All in favor. Motion carries.

UPCOMING MEETINGS: (all at Benner Hall @ 7 p.m.)

- Committee Meeting: Tuesday, October 25, 2022
- Parks & Recreation Committee Meeting: Tuesday, November 1, 2022
- Council Meeting: Tuesday, November 8, 2022

Respectfully submitted by:

Kathy Wetzel

Borough Secretary/Treasurer