

RICHLANDTOWN BOROUGH

Committee Meeting Minutes

Tuesday, October 24, 2023

Call to Order by Floyd Bless, Vice-President at 7 p.m.

Moment of Silence

Pledge of Allegiance

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

PUBLIC COMMENT: (held to a 5 min. time limit for comments only) None

REPORT OF THE MAYOR: (Wayne Codner)

- VFW request for support. Letter submitted. Floyd Bless explained limits to using taxpayer money.
- Request to borrow speakers and use electricity in Pavilion for "Run With The Big Dogs." Speakers do not belong to the borough. Electricity is always on for renters at the pavilion.
- Resident at 224 N. Main St. contacted and asked to remove garbage cans from sidewalk. Cans removed.

Hon. Wayne Codner – Mayor, Richlandtown Borough

REPORT OF THE BOROUGH: (Kathy Wetzel)

- Review & Approval of Council Meeting Minutes for October 10, 2023

Motion made Jennifer Geese, seconded by Megan Bowman to accept the October 10, 2023, Council Meeting Minutes as presented. All in favor. Motion carried.

- 2024 Council Meeting Dates approval to advertise.

Motion made Megan Bowman, seconded by Jennifer Geese to accept, and advertise the 2024 Council Meeting dates. All in favor. Motion carried.

- 2024 Boot Camp Dates for new Council Members - virtual classes March 1-2 or March 8-9, 2024 (9 am – 4 pm)
- Benner Hall – AV Quotes presented for replacing the projector, replacing the sound system, and installing a new av system with microphones and cameras for public meetings. Council reviewed and discussed quoted options (deciding against the public meeting av project). ESG quote of \$9,460.32 and STAR quote of 39,382.53 considered.

Motion made by Calving Trovinger, seconded by Megan Bowman to approve the quote from ESG Systems up to \$9,500.00 total for both the Video and the Audio projects. All in favor. Motion carried. Kathy will contact ESG with the information.

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

- Property Development Richland Twp. and Pulte Homes next meeting with Richland Twp is on January 4, 2024, at 7 p.m.

FINANCE: (Floyd Bless, Chair; Jillian Snyder)

- 2024 Budget – General Fund and Water Fund disclosed and discussed with intent to advertise along with approving the Tax Mills to remain at 5 mils.

Motion made Calving Trovinger, seconded by Kim Fox to approve the 2024 General and Water Fund Budgets and to have the mils remain at mils for 2024.

- Multimodal Grant is for projects of \$100K+ - with upfront payments and 30% matching
- Bidding Threshold for 2023 \$22,500 - Purchases and contracts between \$12,200 and \$22,500. Benner Hall Generator project will require three quotes.

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

- Benner Memorial Park overnight activity reported
- Advertise Leaf Pickup for Mondays & Fridays till the end of the season. Kathy will post to Facebook.
- Fire Suppression Units at Benner Hall and Fire Extinguisher inspections completed 10/24/23
- RFC may donate defibrillator pads for Benner Hall Defibrillator.
- Borough sidewalks requiring repair/replacement – 158 S. Main, 16 Church, Walnut & Main St., 125 S Main St.

Motion made by Kim Fox, seconded by Megan Bowman to approve sidewalk repairs at 125 S Main St, 158 S. Main St, 16 Church St, and the corner of Walnut and Main St for a cost of up to \$9,000. All in favor. Motion carried. Floyd will contact the contractor.

OPEN ACTION ITEMS:

- Stripping RFC Parking Lot \$300 quote approved
- Cemetery – Survey requested
- Water Drainage on First Ave/Main Street – work in progress
- Recodification – all ordinances have been submitted
- Municipal League Free Membership expires 12/31/24
- PA One Call info adding line to Water Tank and Pump Houses in Rich Twp – Kathy contacted PA One
- Food Truck(s) issues on Concord Ridge
- Benner Hall Generator quote received need two more
- AMS – Online Water Payments revisited
- Possible Water Rate increase for 2024
- Borough Office Document Shredding Quote to follow
- Pump House Fire Hydrant repairs
- CD @ QNB Bank

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)
PERSONNEL: (Jennifer Geese, Chair; Jillian Snyder)
POLICE & FIRE LIAISON: (Kim Fox)
REPORT OF COUNCIL PRESIDENT: (Christopher Willever)

ADJOURNMENT: Adjourn Council Meeting

Motion made by Jennifer Geese, seconded by Kim Fox to adjourn the meeting at 8:20 p.m. All in favor. Motion carried.

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

- Parks & Recreation Meeting – Thursday, November 9, 2023, (Thursday due to election day)
- Council Meeting - Tuesday, November 14, 2023
- Committee Meeting - Tuesday, November 28, 2023
- Parks & Recreation Meeting – Tuesday, December 5, 2023 (6 p.m. before council meeting)
- Council Meeting – Tuesday, December 5, 2023 (changed by motion)

Respectfully submitted by:

Kathy Wetzel

Borough Secretary/Treasurer