

RICHLANDTOWN BOROUGH

Council Meeting Agenda

Tuesday, January 9, 2024

Call to Order
Moment of Silence
Pledge of Allegiance
Roll Call

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

REPORT OF THE FIRE COMPANY: (Mike Studenroth)

- Total of 10 Calls for December 2023 - with a total of 64 hrs. 55mins. (attachment)

REPORT OF THE President: (Kimberley Fox)

- NEMO training in Lehigh County is on Feb 16th and 17th. Online is on March 1st and 2nd.
- PSAB Parliamentary Procedures webinar is free and on Wednesday, January 10th.
- With all the equipment out back of the office would we want to consider looking into security cameras outside?
- Committees are going to need some adjustments. We should have every member of the council chair at least 1 Committee in order to share workload equitably. Please take time to evaluate if you wish to stay on your current committee or if you think you have skills/interests better suited for a different Committee. Please also let me know if you think you need more or less co-chairs for your committee.
- Public Comments: Please keep in mind that we as council members also have the ability to utilize the Public Comment Section of our Meetings. Example would be complimenting a past event that occurred that may not be on the agenda.
- Sunshine reminders: Please make sure if you think that you need to discuss an item that it is included in your submitted draft of agenda items. There is no catch all exceptions. Agendas shouldn't be modified unless to handle an emergency or an important business item that would be considered de minimis that came up within 24 hours of the meeting that would not involve a contract or spending of funds.
- Borough Code: Can be found on the PSAB website under the resources tab.
- There is a vacant Council seat available. If anyone knows an interested individual, please have them submit their resume to the office. Council can then interview, with the hopes of making a nomination, and an appointment can then take place at the January 23rd Committee meeting.

REPORT OF THE MAYOR: (Wayne Codner)

- Hopes for the new council
- Introducing Dr. Steven Spayd, Proposal to improve life of Arsenic Water Treatment Media
- Drug sales in Richlandtown Inn

REPORT OF THE BOROUGH:

- Review & Approval of Council Meeting Minutes December 5, 2023 (attachment) (motion required)
- Review & Approval of Council Re-Org. Meeting Minutes January 2, 2024 (attachment) (motion required)
- Review & Approval of Special Meeting Minutes January 21, 2023 (attachment) (motion required)
- 2024 Financial Statements distributed (please return to the Borough Office no later than 3/1/2024)
- Municipality and County Notice to File Forms
- Protect Alarm Scheduling
- General Code Admin. Review Due back 1-15-24
- PSAB Conference June 2-5
- Towing contract during emergencies
- Bidding Thresholds effective January 1, 2024

FINANCE: (Floyd Bless, Chair; Jillian Snyder)

- Review of Financial Reports month ending December 2023 (attachment)
- Review & Approval to make Payments - Bills for January 2024 (attachments) (motion required)

PUBLIC WELFARE: (Jillian Snyder, Chair, Kimberley Fox)

- Resident Suggestions: Borough Buzz to include Leaf Collection months and when finalized- Office Hours, Hoagie Sales-night pickup
- Richland Township Zoning Hearing Board continuation Meeting regarding Pulte Homes to be held Thursday February 15, 2024, 7:00 pm at the Richland Township Municipal Building (1328 California Rd, Quakertown)

PUBLIC WORKS, BUILDING & GROUNDS, WATER DEPT: (Chair; Floyd Bless)

- Snow Plowing
- Arsenic Water Treatment Media
- Cast Plaque complete for Kandel park contact Kevan for next steps
- Benner Hall Dishwasher needs serviced

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

- Benner Hall Rentals-Off hour rentals

POLICE & FIRE LIAISON: (Kimberley Fox)

- Banquet is March 9th. I believe we previously purchased awards for this. There are 6 members that were submitted as celebrating years of service.

OPEN ACTION ITEMS:

- Cemetery – Survey complete
- Recodification – Admin Review is in process
- Municipal League Free Membership expires 12/31/24
- PA One Call info adding line to Water Tank – Kathy contacted PA One
- Benner Hall Generator - 1 quote received
- Possible Water Rate increase for review mid-year 2024
- Pump House Fire Hydrant repairs in process
- Speed Signs in process

NO REPORTS

CEMETERY COMMITTEE: (Calvin Trovinger, Chair; Jillian Snyder)
 EMERGENCY MANAGEMENT COORDINATOR: (Calvin Trovinger)
 REPORT FROM THE SOLICITOR: (Colby Grim)
 PLANNING COMMISSION: (Iolanda Logan, Chair; Jillian Snyder)
 PERSONNEL: (Jennifer Geese, Chair; Jillian Snyder)

ADJOURNMENT: Adjourn Council Meeting (motion required)

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

- Committee Meeting: Tuesday, January 23, 2024
- Parks & Recreation Committee Meeting: Tuesday, February 6, 2024
- Council Meeting: Tuesday, February 13, 2024