

# RICHLANDTOWN BOROUGH

## Council Meeting Minutes

Tuesday, December 5, 2023

Call to Order at 7 p.m. by Christopher Willever

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; Solicitor, Colby Grim, and Borough Secretary, Kathy Wetzel

### **PUBLIC COMMENT:**

Brooke Morita- resident and past council member, thanked Christopher Willever for his time served as a council member and as council president. Brooke stated that she appreciated his time and dedication to council and to the borough residents.

Jillian Snyder – resident and current council member. Thanked Christopher Willever for his time and dedication to the borough and council while he served on council. Jillian also wanted to thank the Parks & Rec Committee for their work in creating a wonderful Christmas Tree Lighting Event, Jillian said it was the best yet and heard from attendees that they loved the event. Jillian also presented that Randy Yardumian was always very communicative to her during her remodel and different projects she has done to her property. She appreciated both Randy and Sean who worked for Keystone Municipal during her building and zoning project.

Christopher Willever – resident and council president – thanked everyone who participated for all of their hard work in preparing for a special Christmas Tree Lighting Event.

Council President called for a vote to amend the agenda to add items that came to the borough's attention in the past 24 hours:

Motion to amend the agenda to add the items of immediate concern made by Megan Bowman seconded by Kim Fox. All in favor. Motion carries.

- Advertising 2024 Budget adding "Special Emergency Meeting that will require at least four members to attend 10 days after the meeting is advertised. Council agreed and chose Thursday, December 21, 2023, at 7 p.m. for the meeting.
- Marshall's Plumbing to begin installing residents broken water meters and readers as his time permits, he will meet with Floyd to obtain the meters. Kathy supplied Marshalls with the list of broken meters with known contact information. Either Marshall's or Kathy will contact the resident before installation is to take place.
- Muncipay for Water Account Payments – no cost to borough, 7-10 business days to set up, they work with AMS directly) 2.65% to payor capped at \$3. Per transaction

**Motion made** by Floyd Bless seconded by Jennifer Geese to move forward with Muncipay for electronic water account payments. All in favor. Motion carries.

### **REPORT OF THE FIRE COMPANY:** (Mike Studenroth)

- Fire Calls November 2023 – 14 calls with combined hours of 78.70

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

- Review & Approval of Committee Meeting Minutes for November 28, 2023

**Motion made** by Megan Bowman seconded by Kim Fox to approve 11/28/23 Committee Meeting Minutes as presented. All in favor. Motion carries.

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

- Review November 2023 Financials
- Review & Approve December 2023 Bill Payments received to date

**Motion made** by Jillian Snyder seconded by Kim Fox to approve payment of December 20223 bills received to date as presented. All in favor. Motion carries.

**Motion made** to pay bills ahead of the January 2024 meeting for year ending 2023 due to the council meeting being held a week earlier than usual.

**Motion made** by Jennifer Geese seconded by Megan Bowman to approve payments presented to the Finance Committee for review and payment ahead of the January 2024 council meeting. All in favor. Motion carries.

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

- Richland Township Zoning Hearing Board continuation Meeting regarding Pulte Homes to be held Thursday January 4, 2024, 7:00 pm at the Richland Township Municipal Building (1328 California Rd, Quakertown)

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

- Two additional quotes received for the second Benner Hall shed. Three quotes have been received. Need a quote for the pad and the recommendation for the black top.

**EXECUTIVE SESSION** called by Christopher Willever to discuss personnel matters at 7:35 p.m. Executive Session ended at 8:17 p.m. with nothing more to discuss.

**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)

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)

PERSONNEL: (Jennifer Geese, Chair; Jillian Snyder)

POLICE & FIRE LIAISON: (Kim Fox)

REPORT OF COUNCIL PRESIDENT: (Christopher Willever)

REPORT OF THE MAYOR: (Wayne Codner)

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

**Motion made** at 8:18 pm by Jennifer Geese seconded by Kim fox. All in favor. Meeting adjourned.

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

- Parks & Recreation Meeting – Tuesday, January 2, 2024 (6 p.m.)
- Organizational Council Meeting – Tuesday, January 2, 2024 (mandatory)
- Council Meeting - Tuesday, January 9, 2024
- Committee Meeting - Tuesday, January 23, 2024

Respectfully submitted by:

*Kathy Wetzel*

Borough Secretary/Treasurer