

# **RICHLANDTOWN BOROUGH**

## **Council Meeting Minutes**

Tuesday, December 14, 2021

- Call to Order made by Christopher Willever at 7 p.m.
- Moment of Silence
- Roll Call

**In Attendance:** Mayor, Jim Dunn; President, Chris Willever; Vice President, Floyd Bless; Council Members: Michele Grida, Brooke Morita, Jillian Snyder, Calvin (Bo) Trovinger, McKenzie Huff (JCP) arrived at 7:45 p.m., and Kathy Wetzel, Secretary  
**Absent:** Iolanda Logan

**PUBLIC COMMENT:** none

### **REPORT FROM THE SOLICITOR:** (Colby Grim)

- 2022 5% Tax Mills Resolution presented

**Motion made** by Michele Grida, seconded by Jillian Snyder to approve the 2022 5% Tax Mil Rate via Resolution. All in favor. Motion carries.

### **REPORT FROM THE MAYOR:** (James Dunn)

#### **Resident Concerns**

- 1) Trailer on New Street – being removed no later than Monday, 12/20/21

#### **Final Remarks**

I would like to thank the residents for allowing me to serve as their mayor for the past eight years. It has been a blessing getting to know them and to be able to bring their concerns to council. In the past eight years I have worked with many Council Persons, and it was an awesome experience working together to make Richlandtown a better, safer place to live. I wish all the current members of council the very best as they continue in their roles as public officials.

Respectfully submitted,

James S. Dunn, Jr.

Mayor -Borough of Richlandtown

[James.dunn@richlandtownborough.org](mailto:James.dunn@richlandtownborough.org)

- After Mayor Dunn's final report as Mayor all Council Members shared their good wishes, words of encouragement, and stories from their time various times working with Jim on events, projects and in general. Everyone thanked Mayor Dunn for his outstanding, hard work, and dedication in making Richlandtown Borough the great little town that it is. Everyone admired Jim for his respect and dedication for all residents of the borough and for his ever-present attendance at all of the borough events and meetings. Parks & Rec Committee Chairs commended Mayor Dunn for his membership and presence at "all" of the P&R Events and for always being there to lend a helping hand. Everyone mentioned that Jim will be missed and stated that he has been an outstanding Mayor, friend, coworker, and confidant during his time as Mayor.

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

- Review & Approval of Committee Meeting Minutes, November 23, 2021

**Motion made** by Floyd Bless, seconded by Michele Grida, to approve the Committee Meeting Minutes for November 23, 2021. All in favor. Motion carries.

- Insurance Renewal 2022 – overall a nominal increase of 1.06% for 2022
- Target.com and Walmart.com tax-exempt accounts have been set up and ready to use for borough purchase. Kathy is working with the local "brick & mortar" stores to allow in-person purchases.

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

- Review of Financial Reports month ending November 2021
- Review & Payment - Bills for December 2021

**Motion made** by Brooke Morita, seconded by Michele Grida, to approve and pay the bills for December 2021 as presented. All in favor. Motion carries.

- Notification of incidental expenses by Committees. Floyd stated that there have been a few “surprise” expenses made by committee members, or by staff and that he would like to see those incidental expenses be discussed whenever possible with him, Jill, or Committee Chairs.

**PUBLIC WELFARE:** (Jillian Snyder, Chair; Brooke Morita)

- Draft of Transient Retail Business Ordinance and License Application was reviewed and will be presented to Colby Grim, Solicitor to review prior to advertising.

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

- Snow Blower Quotes Received and Kathy will reach out to Detlan/Littles to ask about Co-Stars and to place the order.

Motion made by Brooke Morita, seconded by Michele Grida, to approve the order of the Snow Blower recommended by Calvin Trovinger with a cost of up to \$2,000 as per the quote. All in favor. Motion carries.

**PARKS & REC:** (Brooke Morita, Chair; Michele Grida)

- Thanks to all who helped make our December events a success - we collected 250 coats during our 2nd Annual Coat Drive and had the largest turnout in years at our Tree Lighting event!
- New December program: Letters to Santa – everyone extremely excited about this new program.
- Luminaries will be put out on Friday, 12/22/21 at 10 am & picked up on Sunday, 12/26/21 at 1 pm - volunteers welcome
- Possible Collaboration with Hang Over's Cafe & Grida's 2.0 for Christmas meals. More to follow.
- Would like to purchase tripod flood lights for future events. Kathy will look at purchasing options.
- Tentative 2022 Parks & Rec Committee calendar distributed

**Executive Session** called by Christopher Willever, President to discuss litigation matter at 8:05 pm ending at 8:13 pm

**OPEN ACTION ITEMS:**

- NIMS 700 Training for Council
- New Borough Banners
- Tractor Purchase

**NO REPORTS**

BUILDING COMMISSION (IDLE) (Jillian Snyder)  
EMERGENCY MANAGEMENT COORDINATOR: (Calvin Trovinger)  
JR. COUNCIL REPORT: (McKenzie Huff)  
PERSONNEL: (Chair, Michele Grida; Jillian Snyder)  
PLANNING COMMISSION: (Andy Janke, Chair; Iolanda Logan)  
POLICE & FIRE LIAISON: (Iolanda Logan, Chair)  
RFC REPORT – Deputy Fire Chief  
REPORT OF THE PRESIDENT: (Christopher Willever)

**ADJOURNMENT:** Adjourn Council Meeting

**With no further business** Meeting was adjourned at 8:15 p.m. by Floyd Bless seconded by Jillian Snyder. Meeting ended. Chris wished everyone a Merry Christmas and thanked everyone for all of the challenging work and dedication the past year.

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

- Parks & Recreation Committee: Tuesday, January 4, 2022
- Council (Reorganizational) Meeting: Monday, January 3, 2022
- Council Meeting: Tuesday, January 11, 2022
- Committee Meeting: Tuesday, January 25, 2022

Respectfully submitted by:

Kathy Wetzel

Borough Secretary/Treasurer