

RICHLANDTOWN BOROUGH

Council Meeting Minutes

Tuesday, January 9, 2024

Call to Order at 7 p.m. by Kimberley Fox
Moment of Silence
Pledge of Allegiance

In Attendance: Mayor, Wayne Codner; Council President, Kimberley Fox; Council Vice President, Floyd Bless; Megan Bowman, Jennifer Geese, Jillian Snyder, Calvin Trovinger; and Solicitor, Colby Grim

PUBLIC COMMENT:

Lucy Reeves- Requested that the agenda be posted online on the website prior to the meeting. Suggestion made to share the Richland Township Zoning Hearing Board's Agenda on the Richlandtown Borough Facebook page.

John Weidensager-Thanked the Council Members who attended and the Mayor who attended the Zoning Hearing Board Meeting on January 4, 2024. Provided snow event feedback. Would like better communication regarding Benner Hall overnight parking as an option during a winter weather event and utilizing the Swift system to communicate such messages. Also, that it is not the Public Works employees place to confront any resident regardless of an emergency notification sent or not. Issues should be brought to Council and it is Councils responsibility to address the issues. Concerned with the quality of the seal-coating work performed in Windsor Court, requesting the work be reviewed.

Jeff Barndt-Sharing information regarding the Borough's new snow blower not assembled correctly in the factory, looking for guidance as we wait on the left-hand auger part. Should we ask for replacement or is the Borough ok waiting on the part and repair to take place. Inquired if the park bench had been ordered for Kandel Park.

Chris Willever-Well wishes to the Council. Is currently making updates to the Borough website and will send out information to Council on creating Biography pages.

Steven Spayd-Expert in diagnostic water quality of wells. Spoke to Council about the possibility of utilizing his services for Arsenic remediation/ improving filter media lifespan and water quality.

Ryan Scholl-with EAS water distributor. Had questions regarding tankers. Informed Council that EAS is part of FEMA/Emergency response in case of natural disaster.

Solicitor 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 Jennifer Geese seconded by Megan Bowman. All in favor. Motion carries

3 votes that occurred and passed in December 2023

Increasing Borough employee holidays from 6 to 9 holidays

Chris Willever will be the Administrator of the Borough Facebook page, Email, and Website until a new secretary is hired

Contract Kathy Wetzel to complete the Audit spreadsheet needed for Benner Hall rentals

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 be 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 for December 5, 2023

Motion made by Floyd Bless seconded by Megan Bowman to approve 12/5/23 Council Meeting Minutes as presented. All in favor. Motion carries.

- Review & Approval of Council Re-Org. Meeting Minutes January 2, 2024

Motion made by Megan Bowman seconded by Jennifer Geese to approve 1/2/24 Re-Org Meeting Minutes as presented. All in favor. Motion carries.

- Review & Approval of Special Meeting Minutes December 21, 2023

Motion made by Floyd Bless seconded by Megan Bowman to approve 12/21/23 Special Meeting Minutes as presented. All in favor. Motion carries.

- 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
- Review & Approval to make Payments - Bills for January 2024

Motion made by Megan Bowman seconded by Jennifer Geese to approve payment of January 2024 bills received to date as presented. All in favor. Motion carries.

Motion made by Floyd Bless seconded by Jennifer Geese to approve payment of UGI & PPL bills received 01/09/24. All in favor. Motion carries.

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

Motion made by Jennifer Geese seconded by Megan Bowman to allow Dave Gerstenberg to be the contact for Benner Hall Dishwasher service and service up to \$750.00. All in favor. Motion carries.

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.

EXECUTIVE SESSION called by Kimberley Fox to discuss personnel matters at 8:34 p.m. Executive Session ended at 8:44 p.m. discussed wages for the acting Treasurer.

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 to adjourn made at 8:46pm by Jennifer Geese seconded by Calvin Trovinger. All in favor. Meeting adjourned.

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