

# RICHLANDTOWN BOROUGH

## Committee Meeting Minutes

Tuesday, March 26, 2024

Call to Order 7:03 pm by Kim Fox

Moment of Silence

Pledge of Allegiance

**In Attendance:** Mayor, Wayne Codner; Council President, Kimberley Fox; Council Vice President, Floyd Bless; Council Persons Calvin Trovinger, Megan Bowman, Frank Moldovanyi, Jennifer Geese; and borough secretary Sarah Markley. **Absent:** Jillian Snyder

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

None

**REPORT OF THE PRESIDENT:** (Kimberley Fox)

- “Who’s who Wednesday?” Now that Chris has most, if not all, Biographies and pictures of everyone on council, I want to start a Who’s who Wednesday on our Facebook page. Each week I want to feature a different member of council or employee of the borough. This can help keep our page active weekly as well as let residents know who we are.
  - *Also may include boro employees and fire company members*
- Additional Quotes for Security Cameras
  - Quote from Judge Electric
  - Chris Depew from I-T-S presentation
    - *Follow up for deep dive on camera/security and tech needs*

**REPORT OF THE MAYOR:** (Wayne Codner)

- Feedback from Mayoral Town Hall (March 14<sup>th</sup>)
  - *Attendance included PSP with statistics, Marine recruiter, RFC president, county controller*
  - *Postmaster George addressed cluster boxes with community*
  - *Boro responsible for securing property as well as purchase of cluster boxes*
  - *Would like to hold another Mayoral Town Hall in 6 months*

Respectfully,

Hon. Wayne Codner, Mayor- Richlandtown Borough

**REPORT OF THE BOROUGH:**

- Review & Approval of Committee Meeting Minutes March 12, 2024 (attachment)
  - Motion postponed until meeting minutes corrected
    - *Megan Bowman called in to meeting @ 7:49pm*
    - *Correct spelling of name – Sarah Markley*
    - *Change title to “Council Meeting Minutes”*
- Boro Buzz articles submitted 3/15/24
- Protect Alarms Vip3 membership Date of Origin
  - *Sarah to check files at boro office for documentation prior to 2013*

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

- Review & Approval to make Payments - Bills for March 2024 (attachments) (motion required)  
**Motion made** by Floyd Bless seconded by Calvin Trovinger to approve payment of March 2024 bills received to date. All in favor. Motion carries.

- We have been receiving some monthly fuel slips for the Fire Company. Kimberley Fox did reach out to the fire company about the fuel logs but has not met in person with them yet.
  - *Kim met with Chief and President Mike Studenroth and JR Slifer (respectively) to advise fuel receipts are to be emailed to: Kim Fox, Floyd Bless, Sarah Markley,*
- Bank CD's term ending in April 2024
  - *Floyd Bless and Jillian Snyder will look into*
- Comcast Billing
- Unpaid Richland Township RFC fuel slips
  - *Committee reports these are now paid*
- Pheobe in lieu of taxes letter mailed out
- Water rates

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

- Roof Benner Hall - getting quotes, move to open action item
- Blooming Glen emergency water repair contract
- Street Sweeping starting in April
  - *Sarah to follow up and schedule for week of 4/8/24 (before community yard sale)*
- Swing set Mats - move to open action items
- Lapp Structures estimate /blacktop quotes
  - *Discussed one large building vs 2 smaller (24x28 pole barn)*
  - *Placement, pad needs, removal & repurpose of current structure all discussed*
- Water questionnaire for service line material
  - *Sarah to follow up; get pics from Floyd/Bo to include in quarterly water bill*
- Windsor Court playground area dead tree removal/ tree trimming - progress
- Concord retention pond gate switch - *completed*
- Potential water curb box leak at Cherry - *completed*
- Water meter delivered - *progress*
- Looking for update on past due water bills
- Arsenic Water Treatment Media
- Cluster Boxes for Borough
- Foul Ball Catch for Backstop of Baseball field
  - *Jeff to follow up*
- Keys for the Borough
  - *Discussed changing all locks to ensure security due to multiple missing/misplaced key sets; electronic number pad style; ITS options possible*

**POLICE & FIRE LIAISON:** (Kimberley Fox)

- Coin Drop/Boot Drive for the Fire Company
  - *Sydney Turchick presented completed permit TE-122, Solicitation Permit First Responder Organization, requesting council approve and sign.*

**Motion made** by Jennifer Geese, seconded by Frank Moldovanyi to approve permit for Coin Drop/Boot Drive. Majority Rules. Motion carries

\* Abstaining from vote was Calvin Trovinger and Floyd Bless due to conflict of interest.

- *Coin Drop/Boot Drive to take place on 4/13/24 from 8a-1p, on Rt 212.*

**PERSONNEL:** (Jennifer Geese, Chair; Megan Bowman)

- Hiring for part time public works position

**PARKS & RECREATION:** (Jennifer Geese, Chair; Megan Bowman, Frank Moldovanyi)

- Open outside bathrooms
  - *Completed*
  - *Jeff to monitor/clean until other position filled*
- Dog Park Water Fountain repaired
- Easter Egg Hunt on March 30<sup>th</sup>

**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
  - *Floyd to follow up*
- Benner Hall Generator - 1 quote received
- Possible Water Rate increase for review mid-year 2024
- Pump House Fire Hydrant repairs in process - completed
- Towing contract during emergencies
- PSAB Conference June 2-5
  - *Kim, Wayne, Megan, Jen, and Sarah all interested*
  - *Borough would pay accommodations*
- DCNR Grant Announced and accepting applications January 16, 2024 - April 3,2024
- 2024 Financial Statements distributed (please return to the Borough Office no later than 3/1/2024)
- Professional Council member pictures
- Letter for Benner Hall payment - completed
- Digitalization Blueprints/other important documents
- Camera Quotes
- Old blueprints disposal
  - *Kim to reach out to Historical Society regarding interest*
- Updating Borough Bank card
  - *Considered changing to credit card*

**NO REPORTS**

CEMETERY COMMITTEE: (Frank Moldovanyi Chair; Calvin Trovinger, Jillian Snyder)

REPORT FROM THE SOLICITOR: (Colby Grim)

PLANNING COMMISSION: (Iolanda Logan, Chair; Jillian Snyder)

EMERGENCY MANAGEMENT COORDINATOR:

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

**Motion to adjourn** made at 8:58 pm by Jennifer Geese seconded by Frank Moldovanyi. All in favor. Meeting adjourned.

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

- Parks & Recreation Committee Meeting: Tuesday, April 2, 2024
- Council Meeting: Tuesday, April 9, 2024
- Council Committee Meeting: Tuesday, April 23, 2024