

# April 1<sup>st</sup>, 2013

The regular meeting of the Cleona Borough Council was held on the above date. The meeting was called to order by Larry Minnich with the Pledge of Allegiance and the Lord's Prayer. Members attending were Ellen Burke, Richard Fields, and Elizabeth Lindsay. Also attending were Mayor Jack Hartman, Solicitor Colleen Gallo and Borough Manager Kerry Rohland.

Absent (All Called): Bill Bechtel, Jim O'Connor, and Sam Wengert

Borough Manager Minutes were presented for March 4<sup>th</sup>, 2013. **A motion was made by Ellen Burke, second by Elizabeth Lindsay to approve the Borough Manager's minutes for March 4<sup>th</sup>, 2013. Motion carried 4-0**

The Treasurer's report was presented for March 2013. **A motion was made by Ellen Burke, second by Elizabeth Lindsay to approve the Treasurer's report for March 2013. Motion carried 4-0.**

Since the last financial report for the Park and Recreation was December 1, 2012, Colleen recommended talking to Jim O'Connor asking the Park and Recreation Board to provide the financial information for the Borough's Treasurer Report.

## **FIRE COMPANY REPORT – Fire Company President Mike Hughes**

Ellen reported a committee with representatives from Annville, Cleona and South Annville met a week ago to discuss a possible merger/consolidation of the Union Hose Fire Company and Cleona Fire Company. The committee is taking their time and being very thorough with this undertaking. Colleen mentioned that Council needs to be in the loop as there are items (i.e. workman's compensation) that will need to be addressed by them.

Mike clarified the statements in the newspaper article on the Fire Companies. The companies are currently sharing officers (new line officers system with 58 as the designation), but the responsibilities for each community falls back to each individual fire company officers. On March 26<sup>th</sup>, a joint committee met to review possibilities with the long range view of a possible regional fire company.

## **POLICE DEPARTMENT –Mayor Hartman**

Police Chief's Report was submitted.

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Ellen mentioned that the Mayor, Bill Bechtel, and Ellen had an initial negotiation meeting with Sgt. Rager and Officer Henning. Negotiations went well with three points agreed upon, with other points being taken back to the police department for discussion.

Executive session was not needed. Mayor had not asked for it.

### **BOROUGH'S 2012 AUDIT – Maxine R. Maser, Stanilla, Siegel and Maser PC**

Maxine reviewed the required reporting of the audit and the financials. Cash in total increased by \$39,000 for the year compared to last. Maxine thanked Kerry for a good job.

### **CITIZEN'S COMMENTS**

No Citizen Comments

### **COUNCIL PRESIDENT'S REPORT – Larry Minnich**

Larry will talk to Jim O'Connor about the Park and Recreation Board providing their financial information.

Larry met with the Park and Recreation Board and Kerry about going into a joint venture for raising funds at the Park. One of the ideas would be to have Fireworks and a chicken BBQ for July 4<sup>th</sup>. Kerry will check with the insurance carrier.

### **BOROUGH MANAGER REPORT - Kerry Rohland**

Borough Manager's Report was submitted by Kerry.

### **SAFETY DEPARTMENT – Ellen Burke**

Ellen covered her items under the Fire Company and Police report.

### **PROPERTY DEPARTMENT – Richard Fields**

Replacement of floor in common areas is covered under new business.

### **HIGHWAY DEPARTMENT – Sam Wengert absent**

No Report

### **RECREATION DEPARTMENT – Jim O'Connor - absent**

Jim's report given by Kerry as follows: April 27<sup>th</sup> starting at 9:00 am is Spring Clean-up at the Park; Flyer is being mailed announcing Movie Nights, Spring Clean-up, and other activities; Park season is June 17<sup>th</sup> through August 23<sup>rd</sup> with hours Monday through

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Friday 9:00 am to noon; and the movie schedule is 6/28 – Dolphin Tail, 7/19 – Brave, and 8/16 – Rise of the Guardians.

**CODE ENFORCEMENT – Elizabeth Lindsay**

Beth reported that the IPMC inspection worksheet is down to one page. Collections on accounts continue.

The street cleaning is scheduled for April 22 through April 25.

Ellen wanted to thank Joe Auman for his assistance in making arrangements for woodchips from the Pheasant Street tree project to be used at the Park.

**FINANCE DEPARTMENT – William Bechtel - absent**

Kerry presented Bill's Financial Report.

**SOLICITOR'S REPORT – Colleen Gallo**

Colleen provided Council with a Solicitor's Report.

**NEW BUSINESS**

**A motion was made by Elizabeth Lindsay, second by Ellen Burke to adopt the Memorandum of Understanding between the Lebanon County Conservation District and Cleona Borough to meet MS4 requirements. Motion carried 4-0.**

**A motion was made by Elizabeth Lindsay, second by Ellen Burke to adopt the Family Medical Leave Policy for the Non-Uniform Employee Handbook as presented. Motion carried 4-0.**

To produce a May Newsletter, Kerry asked each Council Member to provide an article to him by April 15<sup>th</sup>.

**A motion was made by Ellen Burke, second by Elizabeth Lindsay to award the Borough Hall floor replacement in the Hallways, Bathrooms and small areas in offices using Altros tiles to the lowest qualified bidder Fritz Leiss Carpet Gallery for \$7,547 with a contingency if the subfloor is bad of \$2,500. Motion carried 4-0.**

**A motion was made by Ellen Burke, second by Elizabeth Lindsay to allow up to two people to attend the PASB Annual Conference, May 5-8, 2013 at the Hershey Lodge. Motion carried 4-0**

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The Tax Collection Committee (TCC) proposed protocol for Earned Income Tax (EIT) out of county claims for the 1<sup>st</sup> and 2<sup>nd</sup> quarters of 2008 was discussed. Keystone Collections understanding was that the Lebanon EIT Bureau had verified the 1<sup>st</sup> and 2<sup>nd</sup> quarters of 2008, but they did not. After further discussion, Council tabled until additional information would be gathered.

### **UNFINISHED BUSINESS**

Review of the Capital Projects minimum twice a year. Bill was absent with no updated information provided by Council members.

Ordinance 291 to amend the codified ordinances – The Committee’s first meeting is scheduled to be held right after the next International Property Maintenance Code meeting. A recommendation was made to include a representative from the police department.

**A motion was made by Elizabeth Lindsay, second by Ellen Burke to pay the bills for March. Motion carried 4-0.**

**A motion was made by Ellen Burke, second by Elizabeth Lindsay to adjourn at 8:07 pm.**

Respectively Submitted  
Kerry L Rohland  
Borough Manager