

## April 6, 2026

The Regular Meeting of the Cleona Borough Council was held on April 6, 2026, at Cleona Borough Hall, 140 W Walnut Street, Cleona, PA 17042. The meeting was called to order at 7:00 PM by President O'Connor, followed by the Pledge of Allegiance and the Lord's Prayer.

President O'Connor announced that the meeting was being recorded and asked if anyone else was recording the meeting.

**Members Present:** President Jim O'Connor, Mr. Bob Moyer, Ms. Tricia Springer, Mr. Matt Urban, Mr. Sam Wengert, Mr. Larry Minnich, Mr. Pat Haley, & Mayor Matt Zechman

**Members Absent:** None

**Staff Present:** Solicitor Colleen Gallo, Chief Jeff Farneski, & Manager Michael Peiffer

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### APPROVAL OF MARCH 2, 2026 MINUTES

President O'Connor asked if Council had any corrections or additions to the March 2, 2026 minutes. Hearing none, a motion was made by Ms. Springer to approve the March 2, 2026 meeting minutes. Second by Mr. Haley. Motion carried unanimously.

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### TREASURER'S REPORT – MARCH 2026

The Treasurer's Report for March 2026 was presented in detail.

· **General Fund:** Beginning balance \$1,043,296.13; total receipts of \$157,862.72; total disbursements of \$160,778.61; ending balance of \$1,040,380.24

· **Capital Fund:** Beginning balance \$38,698.19; total receipts of \$11,394.68; there were no disbursements, ending balance of \$50,092.87.

· **Highway Fund:** Beginning balance \$65,542.22; total receipts of \$80.86, there were no disbursements, ending balance of \$65,623.08

· **Payroll Account:** Beginning balance \$6,579.42; total receipts of \$58,429.50. total disbursements of \$59,825.47; ending balance of \$5,183.45

· **Park & Recreation Fund:** Beginning balance \$3,125.08; total receipts of \$14.59; total disbursements of \$12.69; ending balance of \$3,126.98

· **Police Department Fund:** Beginning balance \$523.07; total receipts of \$0.60; there were no disbursements; ending balance of \$523.67

President O'Connor asked if there were any questions. Hearing none, a motion was made by Mr. Haley to approve the Treasurer's Report. Second by Mr. Moyer. Motion carried unanimously.

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### A-C Fire Co- Fire Administrator Position

Representatives from the Annville-Cleona Fire Company provided an extensive presentation focusing on operational challenges and long-term sustainability. The primary focus of the report was staffing. Fire Company leadership emphasized that volunteer participation has steadily declined over the past several decades, largely due to increased training requirements and competing personal and professional obligations.

It was noted that:

- Volunteers often balance limited availability due to work and family commitments
- Administrative responsibilities continue to increase due to reporting, compliance, and operational requirements

To address these challenges, the Fire Company presented a proposal to create a Fire Administrator position. This role would:

- Manage administrative responsibilities including reporting, compliance, and grant writing
- Support recruitment and retention efforts
- Assist with coordination of training and operations
- Potentially serve as an operational responder when needed

The position is proposed as an 18-month trial, with an estimated annual cost of up to \$82,000, inclusive of salary, taxes, and initial setup costs.

Fire Company representatives emphasized that the intent is to allow operational members to focus on emergency response while improving overall efficiency and sustainability of the department.

Council members acknowledged the presentation and expressed appreciation for the department's efforts and transparency. No formal action was taken.

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## **DEPARTMENT REPORTS**

### **FIRE COMPANY REPORT – ANNVILLE-CLEONA FIRE COMPANY**

The Fire Company reported one notable incident within the Borough involving a breaker box fire on the 300 block of South Wilson Street. The resident was present at the time of the incident, which allowed for rapid response and mitigation. Crews ensured no fire extension and ventilated the structure. Chief Snavely submitted his written report.

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### **POLICE DEPARTMENT – CHIEF FARNESKI**

Chief Farneski reported that the department handled 363 calls during the month, including 137 within the Borough.

Significant incidents included:

- A stolen vehicle incident currently under investigation with video evidence obtained
  - A suicide involving an individual with prior mental health interactions and multiple recent police contacts
  - Two DUI arrests, including one involving an e-bike operator who was observed violating traffic laws
  - Ongoing interactions with a homeless individual who declined assistance and subsequently relocated
- Chief Farneski reported that the department continues to operate under staffing constraints. A part-time officer is expected to leave, and recruitment efforts are underway to fill the vacancy.

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### **MAYOR'S REPORT – MAYOR ZECHMAN**

Mayor Zechman reported continued participation in ride-along with police officers and emphasized the importance of visible police presence and community interaction, particularly as warmer weather increases outdoor activity.

RRFB (Rectangular Rapid Flashing Beacon) Project Update:

The Mayor provided a detailed update on the RRFB project, including:

- Coordination with Steckbeck Engineering following the March meeting
- Inclusion of two additional intersections (Washington Street and Lincoln Street) in the PennDOT application process to avoid duplicative future submissions
- Evaluation of multiple vendors

A second vendor quote was obtained from RadarSign for six systems totaling approximately \$36,623, compared to a previous quote of approximately \$28,000 for four systems from TAPCO.

The Mayor noted key differences between the systems:

- RadarSign systems include built-in traffic data collection capabilities (vehicle counts, speeds, and activation tracking)
- TAPCO systems function primarily as flashing warning devices without data collection
- RadarSign systems are available through CoStars, simplifying procurement
- Potential subscription costs may apply for cloud-based data access

The Mayor indicated that additional due diligence will be conducted, including obtaining references from other municipalities using the RadarSign systems.

Community Engagement & Events:

- The Borough 250 Celebration event is scheduled on June 20 from 3:00 PM to 6:00 PM, with live music from 3:30 PM to 4:30 PM

- Volunteer recruitment continues through the Borough website
- A local marketing business, H2H Marketing, has agreed to sponsor and assist with digital marketing and producing flyers

The Mayor also reported participation in local school activities, including career day and advisory council meetings, noting continued efforts to engage with the community.

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### **PRESIDENT’S REPORT – PRESIDENT O’CONNOR**

President O’Connor advised residents to remain vigilant during tax season due to increased cyber threats and fraud activity.

He recommended:

- Avoiding suspicious emails and links
- Filing taxes electronically when possible
- Delivering mailed payments directly to the post office rather than using public mailboxes

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### **CODE ENFORCEMENT – MR. MINNICH**

Mr. Minnich reported that code enforcement activities are returning to normal operations following prior transition challenges.

The IPMC process is back on track, with improved coordination among staff.

Updates included:

- Continued enforcement of property maintenance standards
- Ongoing litigation involving a limited number of properties
- Improved tracking and documentation of violations

Mr. Minnich noted that while issues remain, overall progress is being made and operations are stabilizing.

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### **PROPERTY DEPARTMENT – MR. MOYER**

Mr. Moyer reported that no issues were identified with Borough properties. Facilities remain in good condition and routine maintenance continues.

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### **HIGHWAY DEPARTMENT – MR. WENGERT**

Mr. Wenger reported that no paving or line painting projects are planned for the current year.

The department will focus on:

- Repairing potholes that have expanded beyond temporary patching
- Prioritizing areas requiring more extensive maintenance

Work will take place over the coming months.

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### **RECREATION DEPARTMENT – MR. HALEY**

Mr. Haley reported on the candy scramble held March 28. Attendance was lower than the previous year due to cold weather conditions; however, overall the event was a success.

The Recreation Board will evaluate adjusting the event time to the afternoon to improve future attendance.

Quittapahilla Creek Project Update:

- Proposed modifications to park features were reviewed
- Potential impacts to walking paths and parking areas at the baseball fields were discussed. The impact in this area is not as great as we once thought.
- Additional field evaluation and staking of proposed changes at the walking path on the West end of the park will occur

The next Recreation Board meeting is scheduled for April 14, at 6 pm, at the pavilion,.

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### **FIRE SAFETY / POLICE DEPARTMENT – MS. SPRINGER**

Ms. Springer reported that Borough representatives met with the Annville-Cleona School District regarding renewal of the School Resource Officer contract, which expires in July.

A new three-year agreement is under development and is expected to be approved in the near future. We will discuss further in the executive session. She also reported on regional fire coordination efforts involving multiple municipalities. A letter of intent will be discussed during New Business.

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**FINANCE DEPARTMENT – MR. URBAN**

Mr. Urban reported that revenues are trending above budget expectations.

- Property tax collections are ahead of schedule compared to the previous year
- Real estate transfer tax revenue is expected to increase due to pending property transactions
- Variances between budget and actual figures are primarily due to timing differences

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**BOROUGH MANAGER / BOROUGH AUTHORITY – MANAGER PEIFFER**

Manager Peiffer presented information regarding a request for additional Borough participation in the **County 250th Celebration Sponsorship Request:**

Manager Peiffer presented a request for Borough participation in the County’s 250th anniversary celebration. Sponsorship tiers were outlined, including:

- \$1,776 (Patriot level)
- \$1,000 (G. Washington Club)
- \$500 tiers (Betsy Ross Club)
- \$250 level (Semiquincentennial Club)

Council agreed to review the information and consider participation at the next regular meeting.

**Insurance & Risk Management:**

Manager Peiffer reported on the Borough’s workers’ compensation performance:

- Experience Modification Rating: 0.8 (indicating strong performance)
- Approximately 20% savings on insurance premiums

A 24/7 nurse triage program is in place for employee injuries and the Borough received an excellent usage grade.

CERLOSS- ratio of total incurred loss vs. premiums paid. If you’re below 50% you’re doing very well. We’re at 40.3

Review of playground equipment identified potential safety upgrades needed

**Operational Updates:**

- Participation in a webinar regarding data center development and regulation on April 7
- Will attend a meeting regarding a proposed data center project in South Annville Township on April 8

**Audit Update:**

The Borough’s annual audit is in its final stages.

**SOLICITOR’S REPORT – MS. GALLO**

Ms. Gallo reported that several agenda items would be addressed later in the meeting. She requested an Executive Session for a personnel matter and noted that no action would be required.

The Solicitor’s report was submitted.

**New Business**

**Letter of Intent – Regional Fire Committee**

Ms. Springer read the full Letter of Intent, outlining the Borough’s commitment to participate in a regional fire steering committee. The letter emphasized:

- Improved emergency response coordination
- Enhanced recruitment and retention
- Shared training and resources
- Financial sustainability through regional cooperation

Motion: Ms. Springer made a motion to approve the Boro signing the letter of intent.  
Second: Mr. Urban  
Motion carried unanimously.

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#### **MS4 Committee Appointment**

Discussion clarified that the current representative attends regularly, but an alternate is needed for continuity.  
Motion: Mr. Moyer made a motion to appoint Manager Peiffer as the alternate  
Second: Mr. Haley  
Motion carried unanimously.

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#### **Resolution 2026-03 – Rectangular Rapid Flashing Beacon (RRFB) Application**

The Solicitor explained that the resolution authorizes submission of the RRFB application to PennDOT and designates the Mayor and Manager to execute necessary documents.  
Motion: Ms. Springer made a motion to approve the RRFB Application  
Second: Mr. Urban  
Motion carried unanimously.

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#### **Resolution 2026-04 – Traffic Signal Maintenance (TSM) Agreement**

The Solicitor explained that PennDOT requires municipalities to assume responsibility for maintenance of traffic-related devices installed on state roadways.  
Discussion clarified:

- The Borough is responsible for maintenance, not PennDOT

Motion: Ms. Springer made a motion to approve the TSM Agreement  
Second: Mr. Urban  
Motion carried unanimously.

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#### **Memorandum of Understanding (MOU) – Annville-Cleona School District**

Manager Peiffer explained that recent state legislation requires updated language in MOU agreements related to school-based threat assessment coordination. Solicitor Gallo reviewed the new language and approved it for the Council's vote.  
Motion: Mr. Moyer made a motion to approve the MOU with the new language.  
Second: Mr. Haley  
Motion carried unanimously.

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#### **Solid Waste Ordinance**

The Solicitor reported that revisions have been completed and the ordinance is ready for advertisement prior to formal adoption.  
Motion: Mr. Minnich made a motion to approve the new solid waste ordinance- 336  
Second: Mr. Haley  
Motion carried unanimously.

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#### **Unfinished Business**

##### **2026 Ford Interceptor Police Vehicle Purchase**

Manager Peiffer presented a detailed comparison of four vendor quotes, including:

- Identical base pricing across vendors
- Variations in CoStars discounts and incidental credits
- Final price differences of less than \$2,000 across vendors; less than \$55 between the top two

Delivery timelines varied significantly and are a key variable in determining the vendor that is selected:

- Chapman: Late April / early May
- Koch 33: Mid to late May

- Maguire's: Late June/early July
- New Holland: April 9 or 10

Discussion also addressed equipment differences, including rear air conditioning availability.

Based on pricing and delivery timeline, Chief Farneski recommended Chapman.

Motion: Ms. Springer made a motion to approve purchase from Chapman at \$44,899

Second: Mr. Moyer

Motion carried unanimously.

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### **Zoning Ordinance #336**

The Solicitor and Council discussed the status of the ordinance, including:

- Review of Planning Commission and County Planning comments
- Primarily formatting and minor language revisions
- Potential rezoning of certain properties for consistency

Discussion focused heavily on whether to delay adoption to consider adding regulations related to data centers.

Key points included:

- Adding language would require additional review by Planning Commission and County
- Delaying adoption could extend the timeline by approximately 90 days

Council agreed to table action to allow additional research and discussion for 1 month

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### **Lebanon County Cable Consortium (Comcast Franchise Renewal)**

The Solicitor and Manager explained that:

- Participation allows for shared legal and negotiation costs
- A 15% discount is applied when multiple municipalities participate
- The firm will also audit past franchise fees for underpayments

Discussion noted:

- Annual cost is approximately \$7,500
- Revenue from franchise fees is declining due to streaming trends

Motion: Ms. Springer made a motion to join the Lebanon County Cable Consortium

Second: Mr. Haley

Motion carried unanimously.

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### **145 Dairy Road**

The Solicitor reported:

- Complaint has been filed and served (March 30, 2026)
- Response is due within 20 days
- Initial delay occurred due to filing error

Discussion occurred; no action taken.

### **PAYMENT OF BILLS**

**Motion:** Ms. Springer made a motion to approve payment of the March 2026 bills.

**Second:** Mr. Haley

**Motion carried unanimously**

### **ADJOURNMENT**

The meeting adjourned at 8:51 pm for Executive Session (no decisions were being made)