

August 5, 2024

The regular meeting of the Borough Council was called to order on the above date. The meeting was called to order at 7:00pm by President Jim O'Connor with the Pledge of Allegiance and the Lord's Prayer. Members attending were Pat Haley, Doug Hartman, Sam Wengert. Also attending were Mayor Larry Minnich, Solicitor Colleen Gallo and Borough Clerk Melody Vanderveer, and Borough Manager, Jonathan Johnson. Absent were Rafael Jimenez Gomez, Tricia Springer and Matt Urban.

Minutes from the July 1, 2024, meeting was e-mailed to Council prior to the meeting. Motion by Mr. Haley, seconded by Mr. Hartman, to approve the July 1, 2024, minutes. Motion Carried.

The Treasurer's report for July 2024 was read. A motion was made by Pat Haley, seconded by Mr. Hartman to approve the Treasurer's report for July 2024. Motion carried.

FIRE COMPANY REPORT – Dustin Sider

The Fire Company report was submitted and attached to these minutes. Sider did not have anything to add to the report other than to thank Council for their continued support for the Fire Company.

POLICE DEPARTMENT - Mayor Minnich and Chief Farneski

Chief's report submitted and attached to these minutes. Chief Farneski invited Council members to ride along with the police to get a better understanding of police work in the Borough. Mayor Minnich noted that August 6 was National Night Out and that the Police Department has free Narcan to distribute to residents. The Mayor also highlighted the IPMC meeting.

CITIZEN'S COMMENTS:

There were no citizen's comments.

BUILDING PROJECT UPDATE

Alex Kauffman with Steckbeck Engineering provides an update on the building project. Among the items he highlighted were:

- Building project would need three separate bids: general contractor, electrical contractor, and HAVC/plumbing contractors.
- If the current bathrooms can be retrofitted to meet ADA code, then a separate handicap bathroom will not be needed.
- The American Research Act Plan (ARAP) funds need to be obligated by December 31, 2024.
- The engineering work for the bids will be between 6 percent to 10 percent of the total project cost.
- The bids for the project would hopefully be released in October or November with final bids due in December

Mr. Hartman asked about the phasing of the bids and whether the project can be broken into separate components. Mr. Kauffman responded that the project could be divided into phases, but it would take a great deal of coordination with the police, fire company, and the contractors. Mr. Hartman also asked what the total cost of the project will be. Mr. Kauffman said did have a cost estimate.

Mr. O'Connor asked Mr. Kauffman to continue working on the drawings and to report at the next Council meeting the total estimated cost of the project and to determine whether the current bathrooms could be

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made ADA accessible. Also, the Borough manager was instructed to open a separate account with ARAP funds.

PRESIDENT'S REPORT/COMMENTS – Jim O'Connor

Mr. O'Connor informed the Council that the Borough Police and Office was without phone and internet access for most of the morning. The problem, however, has been resolved. He continued that the Borough was switching from Verizon to Comcast. He also asked that some type of cooling device be put in the office technology room.

CODE ENFORCEMENT – Rafael Jimenez Gomez (absent)

In his absents, Mr. Johnson said the IPMC meeting notes are available and will be attached to the meeting minutes.

HIGHWAY DEPARTMENT - Sam Wengert

Mr. Wengert said that he working on the Standard Operating Procedure (SOP) for snow removal. He also mentioned that that he has triaged the three main east-west alleys and if any money is left over at the end of the year they can be paved.

RECREATION DEPARTMENT – Pat Haley

Mr. Haley. said the Summer Program had their end of summer pool party and that they Michelle and Sharon did a great job. During the summer they had between 15 to 20 children per day. Mr. Haley mentioned that Friday, August 16th. Mr. Johnson also reported on the repairs to the traffic light at Center Street and Penn Avenue.

FIRE SAFETY/POLICE DEPARTMENT – Tricia Springer (absent)

FINANCE DEPARTMENT – Matt Urban (absent)

BOROUGH MANAGER-BOROUGH AUTHORITY –Jonathan Johnson

Mr. Johnson provided an overview of the Borough's 2025 projected revenues and distributed budget worksheets to each of the Council members. He asked that the worksheets be returned by August 30th. Mr. Johnson informed Council of the repairs to the traffic light on the corner of Center Street and Penn Avenue.

SOLICITOR'S REPORT – Colleen Gallo

Ms. Gallo's report submitted and attached to these minutes.

NEW BUSINESS

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Mr. Johnson requested to be added as a bank signer to the account at Jonestown Bank. Motion by Mr. Haley, seconded by Mr. Hartman, to make Mr. Johnson a bank signer to the Jonestown Bank account. Motion Carried.

UNFINISHED BUSINESS

Ordinance Review: Ms. Vanderveer reported that she is working with Lebanon County Planning to get us all the information on residents that will be affected by the proposed Zoning change

Municipal Trash: No Report.

NIMS Training (100, 200, 700): No report.

IPMC Procedures: Update see attached report.

Resolution #2024-04 Fines for Motor Vehicles and Traffic: Will be discussed next month.

Resolution #2024-05 Permit & Fee Schedule Resolution: Mr. Hartman made a motion to approve Resolution #2024-05, Mr. Haley seconded the motion. Motion Carried.

Ordinance 332: Will be discussed next month.

Motion by Mr. Haley, second by Mr. Hartman to pay the bills of July 2024 was approved.

Council recessed to executive session at 8:14 to discuss a Fire Company issue

Council reconvened the August meeting at 8:30 pm. Mr. O'Connor noted that a clerical error was found with regard to the Borough contribution to the Fire Company. The Borough will pay the 2022 and 2023 contribution and increase the 2024 contribution.

Motion by Mr. Haley seconded by Mr. Hartman to adjourn the meeting. Council adjourned at 8:32 pm.