

December 4, 2023 Minutes

The regular meeting of the Borough Council was held on the above date. The meeting was called to order at 7:02pm by President Jim O'Connor with the Pledge of Allegiance and the Lord's Prayer. Members attending were Pat Haley, Doug Hartman, Rafael Jimenez Gomez, Tricia Springer, and Matt Urban. Also attending were Mayor Larry Minnich, Solicitor Collen Gallo and Melody Vanderveer, Borough Manager. Sam Wengert was absent

Minutes from the November 6, 2023, regular meeting and November 13, 2023, special meeting were e-mailed to Council prior to the meeting. **Motion by Pat Haley, seconded by Matth Urban to approve the minutes from the November 6, 2023, meeting and November 13, 2023, special meeting. Motion carried unanimously.**

The Treasurer's report for November was read. **Motion by Tricia Springer, seconded by Matt Urban, to approve the Treasurer's report for November 2023. Motion carried unanimously.**

FIRE COMPANY REPORT – Dustin Sider

The November report will be sent later this week. Elections are being held this month. They received just over \$7,100.00 from a boot drive held in the Annville square this past weekend. Dustin showed Council the battery-operated jaws of life that the Fire Company purchased with their LSA grant money that they received in prior years.

POLICE DEPARTMENT – Chief Farneski and Mayor Minnich

Chief's report submitted and attached to these minutes. Officer Deitrich is riding with Corporal Henning for the next two weeks before going out on his own. The e-ticket system (TRACS) is being purchased in 2023 and the plate readers (LPR) will be purchased in the 2024 budget. The state is requiring all police departments to move to the e-ticket system.

CITIZEN COMMENTS

There were no citizen's comments

PRESIDENT' S REPORT/COMMENTS – Jim O'Connor

Jim will discuss an issue under executive session.

CODE ENFORCEMENT – Rafael Jimenez Gomez

Chris Miller's resignation was discussed under new business.

PROPERTY DEPARTMENT – Doug Hartman

Doug had a request for approval for the quote for the mason to gain access to the police department through the fire company under new business.

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HIGHWAY DEPARTMENT – Sam Wengert (absent)

The manhole on East Walnut is scheduled to be repaired next week.

RECREATION DEPARTMENT – Pat Haley

Pat, Bill Matusiak, Melody Vanderveer, Bryan Hoffman and Ashlea Good did a “walk through” of the Quittie on the park grounds to better understand the streambank restoration that the Lebanon County Stormwater Consortium is planning on doing in 2025 with Darren Heisey of Steckbeck Engineering. The walking trail might need to be shifted.

The LSA grant was submitted at the end of November for the renovations of the pavilion, mini golf and amphitheater. The Santa Meet and Greet is scheduled for December 10, 2023.

FIRE SAFETY/POLICE DEPARTMENT – Tricia Springer

Tricia made a motion under new business to approve the purchase of the TRACS software for the police department.

FINANCE – Matt Urban

Revenues for 2023 are trending as budgeted. Expenses are a bit higher but in the margin of error.

BOROUGH MANAGER/BOROUGH AUTHORITY – Melody Vanderveer

Nothing new to report

SOLICITOR’S REPORT – Colleen Gallo

Solicitor’s report was submitted prior to the meeting and is attached to these minutes. Colleen will discuss under the executive session.

NEW BUSINESS:

A letter of resignation as of January 20, 2024, was received from Chris Miller, Code Enforcement Officer.

Motion to approve the quote from T.T. Masonry of \$4,270.00 by Doug Hartman, seconded by Tricia Springer to gain access to the police department. Motion carried.

Motion to approve the purchase of the TRACS software and equipment for \$6,600.00 by Tricia Springer, seconded by Matt Urban. Motion carried.

Motion to adopt the 2024 budget by Matt Urban, seconded by Pat Haley. Motion carried.

Motion to appoint Rafael Jimenez Gomez as a representative at the tax sale of 16 Willow on December 11, 2023, and authorizing him to sign any documentation for the sale by Doug Hartman, seconded by Tricia Springer. Motion carried.

Motion to approve Ordinance #331, street excavation ordinance by Doug Hartman, seconded by Tricia Springer, motion carried.

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Motion to approve Resolution #2023-08, street excavation fees by Doug Hartman, seconded by Tricia Springer. Motion carried.

Motion to approve Resolution #20232-09, 2024 real estate tax, with no increase in millage by Matt Urban, seconded by Pat Haley. Motion carried.

Motion to approve the 2024 meeting dates, except for the January meeting to be held on Tuesday, January 2nd for the Council reorganization, by Doug Hartman, seconded by Tricia Springer, Motion carried.

Motion to approve the quote of \$8,900.00 for the 2023 audit by Stanilla, Siegel & Maser by Matt Urban, seconded by Pat Haley. Motion carried

Approval for Melody to submit application for \$2,013.00 to the Lebanon County Liquid Fuels by Matt Urban, seconded by Rafael Jimenez Gomez. Motion carried.

Motion by Pat Haley to make a donation to Officer McCall in memory of his son, Michael McCall's passing of \$500.00, seconded by Tricia Springer. Motion carried.

UNFINISHED BUSINESS

Municipal Trash: Rafael Jimenez Gomez will schedule a meeting with Colleen to go over the draft of the ordinance before sending it out to the other council members.

Council recessed into executive session at 7:37pm. Tricia Springer recused herself from the executive session at 8:42.

Council reconvened from the executive session at 8:58pm

Motion to approve Rafael Jimenez Gomez to allow him to bid up to a reasonable price at the tax sale of 16 Willow Avenue by Doug Hartman, seconded by Pat Haley. Motion carried.

Motion by Pat Haley, seconded by Doug Hartman to pay the bills for the month of November, 2023. Motion carried.

Council adjourned at 9:00pm

Respectively Submitted
Melody Vanderveer