

November 4, 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, Rafael Jimenez Gomez, Tricia Springer, Matt Urban and Sam Wengert. Also attending were Mayor Larry Minnich, Solicitor Colleen Gallo, Police Chief Jeff Farneski, and Borough Manager, Jonathan Johnson.

Minutes from the October 7, 2024, meeting were e-mailed to Council prior to the meeting. Motion by Mr. Hartman, seconded by Mr. Haley, to approve the October 7, 2024, minutes. Motion Carried.

The Treasurer's report for October 2024 was read. A motion was made by Ms. Springer, seconded by Mr. Wengert, to approve the Treasurer's report for October 2024. Motion carried.

FIRE COMPANY REPORT – Dustin Sider

Mr. Sider said that in October the Fire Company had outreach programs for Fire Prevention Month and that they attended Cleona Fall Festival. He also mentioned that the Fire Company is working with Annville Cleona High School to do a mock DUI program before the prom. Mr. Sider said that October was a high-volume month with some of the incidents requiring a significant amount of time. Mr. Sider informed the Council that the Fire Company received a Local Share Account (LSA) grant for purchasing fire equipment. He noted that because of the long-time lag in receiving the grant award, some of the specific equipment they wanted is no longer available. The Fire Company is working on these issues and will keep the Borough informed. Mr. Sider concluded that they are planning to have Santa Claus drive through the Borough.

POLICE DEPARTMENT - Mayor Minnich and Chief Farneski

The police report submitted and attached to these minutes. Chief Farneski said that Halloween was quiet and that there were no incidents. He also said that they had officers in Cleona and other municipalities handing out candy. Chief Farneski said that the Department lost two part-time officers to other police departments (Richard Wiley and Martin Rantz.) As a result, the Department is short-staffed. He is planning to start interviewing replacement officers on November 7th. In reference to the police services agreements Chief Farneski said that Union Township voted to approve the agreement. He continued that Jonestown and Swatara Township have yet to approve their agreements, but that he has received positive feedback that they will. Chief Farneski said that he would like to purchase a vehicle this year. He also said that the Department is printing ticket books that can be used in Cleona, Jonestown, Swatara, and Union. Each municipality will contribute to the printing of the tickets. Council members discussed with the Chief and the Mayor options for better pedestrian crossing between Grant Street and Penn Avenue.

Mayor Minnich reiterated that Halloween was safe and quiet, and everything is going smoothly.

CITIZEN'S COMMENTS:

Robert Fernsler, 300 East Pine Street, complained that the Borough's Code Enforcement Officer, David McDermott, improperly posted a Warning Notice Violation on November 3, 2024. Among his concerns were:

1. Lack of house numbering: According to Mr. Fernsler, this home does have four-inch-tall house numbering that is clearly visible from Pine Street. He later said that he showed Mr. McDermott the house numbers.

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2. Lack of permit for his roof/deck and railing: According to Mr. Fernsler, the roof is designed to be a walk-on deck and that he recently had a new service put on the roof (the fourth since the early 1970s.) The railing around the roof/deck was taken off during the construction and has recently been reinstalled.
3. Dumpster permit: According to Mr. Fernsler, the dumpster is on land that he owns (North Cyrus Street) and thus no permit is needed
4. Weeds: Mr. Fernsler said that he has hollyhocks in his garden and that these are not weeds. He said that allows the hollyhocks to go to seed each year.
5. 15-days to bring the property into compliance: Since he did not know what the violations were, Mr. Fernsler said that he could not bring his property into compliance during that time frame.
6. Mr. McDermott's demeanor: Citing specific phrases, Mr. Fernsler said he found Mr. McDermott to be arrogant.

After discussing these issues with Mr. Fernsler, the Council instructed the manager to contact Mr. McDermott and tell him the following:

- Code Enforcement Officer is to enforce IPMC violations, not zoning or permitting violations.
- When posting a Warning Notice, provide more specific information on the violation.
- Contact Mr. Fernsler to discuss the IPMC violations.
- Provide Mr. Fernsler with additional time to address the violations (additional 15 days)

BUILDING PROJECT UPDATE – Alex Kauffman, Steckbeck Engineering

Mr. Kauffman said that the building project will be divided into four prime contracts: General contract, electrical contract, plumbing contract, and mechanical (HVAC). He also said that the bid manual is nearly completed. Mr. Kauffman then discussed the bidding schedule: November 12 and 18 bids will be posted; December 5, pre-bid meeting; December 13, opening bids, and December 16 awarding bids.

Recognizing the need to change the December 23rd meeting date to December 16th, Ms. Springer made a motion to change the meeting date for December 16, 2024, at 5:00 pm. Mr. Haley made a second and the motion was approved.

Ms. Springer then made another motion to amend the November 4, 2024, agenda so Council could vote to advertise the bids on November 12th and 18th. Mr. Haley second the motion and it was approved. Ms. Springer made a motion to allow Steckbeck Engineering to advertise the bids on November 12th and 18th. Mr. Haley second the motion and it was approved.

Mr. Kauffman discussed the challenges of moving the IT closet across the hall. Mr. O'Connor said he understood that this move could complicate the bidding process. He then suggested that he might put a change order during construction to move the IT closet. Mr. Kauffman then discussed expanding the current janitor's closet and not installing a new bathroom. He also said that there is an opportunity to make a new closet at the back of the council chamber. On a different topic, Mr. Kauffman said that the plans could include a new security system and fire alarm. However, he said that this would greatly inflate the cost of the project. He encouraged Council to do this project at a later date. He also said the camera and other equipment could be purchased through Costars and installed by the Borough staff. Finally, Mr. Kauffman asked if any work was going to be done by the Borough. Mr. Johnson said that the Borough will likely be doing the painting, but all the other construction activities should be done by the contractor.

Mr. Hartman asked Mr. Kauffman about the plans to move the police station during construction. Mr. Kauffman said that these activities can be coordinated with the general contractor. Mr. Hartman also

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asked about the fire alarms and Mr. Kauffman said he would explore how to put alarms in the new part of the police station. Mr. Hartman then asked about data transfers. Mr. Kauffman said it is part of the plans. Mr. Hartman said during the construction phase would be the best time to prep the building for security equipment (card readers, camera, etc.). Mr. Kauffman said that they will include the Seaman drawings in the bid packet. Mr. Hartman asked about the site storage. Mr. Kauffman said that this issue could be addressed during the pre-bid meeting. Finally, Mr. Hartman asked who would be coordinating the police move. Mr. Kauffman said that it is difficult to answer that question without the contractor, but that they would work with the Department during the construction phase.

PRESIDENT'S REPORT/COMMENTS – Jim O'Connor

No report.

CODE ENFORCEMENT – Rafael Jimenez Gomez

No report

PROPERTY DEPARTMENT – Doug Hartman

No report.

HIGHWAY DEPARTMENT - Sam Wengert

Mr. Wengert provided Council members with copies of a Borough map that highlighted the conditions of roadways. He said that he was going to use this map as part of a strategy to repair/repave the roads on a rotating schedule. Mr. Wengert said that every three years, 5 percent to 10 percent of the roads should be replaced. These roads should last 30 to 40 years. He also wants to develop a fund to be used to repair / repave roads. Mr. Wengert said that he believed the fund should be \$150,000 to \$200,000 per year. Mr. Johnson said that he would work with Mr. Wengert to develop better cost estimates and to identify funding sources.

RECREATION DEPARTMENT – Pat Haley

Mr. Haley. said that the Fall Festival numbers were low due to three factors: 1. Other festivals being held around the county; 2. High winds that caused the bounce house to be closed; and 3. The lack of volunteers. Mr. Haley said that the Recreation Board will be taking a hard look at the Fall Festival and whether or not it has run its course and should be replaced by something else.

Mr. Haley informed Council they received a Local Share Account grant for \$64,000 that will be used to repair the mini-golf area and upgrade the amphitheater.

Mr. Haley then mentioned the next event at the park is a meet and greet with Santa on December 15th from 2:00 pm to 4:00 pm.

FIRE SAFETY/POLICE DEPARTMENT – Tricia Springer

No report

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FINANCE DEPARTMENT – Matt Urban

Mr. Urban said actual revenue was about 0.8 percent higher than last year and expenses were near where they were last year. He then said that the Borough should have a \$17,000 cushion.

BOROUGH MANAGER-BOROUGH AUTHORITY –Jonathan Johnson

- Mr. Johnson thanked Ashlea Good, her son, Dylan, and Heidi Loncosky for planting the memorial garden on the north side of the Borough building. This garden is in memory of Richard Fields and others who have served the Borough.
- Asked Council members if they were interested in getting borough specific emails.
- The council was informed that the law suit by Mr. Thomas Connelly Jr. was dismissed.
- Mr. Johnson highlighted Act 131 of 2024.

SOLICITOR’S REPORT – Colleen Gallo

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

NEW BUSINESS

Resolution 2024-06: Local Share Account Grant Application for Police Vehicle: Mr. Urban made a motion to approve the Resolution, Mr. Hartman second. The Resolution was approved.

Resolution 2024-07: Local Share Account Grant Application for Upgrade to the Park Pavilion: Mr. Urban made a motion to approve the Resolution, Mr. Wengert second. The Resolution was approved.

Resolution 2024-08: Union Township Police Agreement: Ms. Springer made a motion to approve the Resolution, Mr. Haley second. The Resolution was approved.

Resolution 2024-09: Swatara Township Police Agreement: Mr. Haley made a motion to approve the Resolution, Mr. Springer second. The Resolution was approved.

Resolution 2024-10: Lebanon County Treasure’s Agreement: Mr. Jimenez made a motion to approve the Resolution, Mr. Wengert second. The Resolution was approved.

Change the special Council meeting date from December 23rd to December 16th (See page 2)

Close Office on November 29th. Mr. Haley made a motion to close the Borough office on November 29, 2024, and Mr. Urban second. The motion was approved.

Building Cleaning Contract: Mr. Haley made a motion to approve Mint Condition bid to clean the Borough Building three days a week for \$445 a month. Mr. Urban second. The motion was approved.

Residual Heating Oil: Mr. Johnson told council that about 1,400 gallons of heating fuel were still in the tank. In discussions with Meyer Oil, he was told that they will pump out the oil for \$250 and reimburse the Borough for the unused oil at price of \$2.80 per gallon. Ms. Springer made a motion to pump the old fuel out. Mr. Haley second. The motion was approved.

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Crosswalk Penn Avenue and Grant Street: Chief Farneski discussed with Council the need for better signage at the Penn Avenue and Grant Street intersection. Chief Farneski said that they have received requests from G. F. Bowman to assist their employees across the street. He also said that there was a crash at that location the afternoon before the Council meeting. Mr. Johnson suggested a two phase strategy. First, purchase new crosswalk caution signs and repaint the crosswalk. The next phase is to purchase pedestrian warning lights similar to those in Annville Township.

First Reading of the Budget: Mr. Johnson reviewed and read the 2025 funding amount for the General Fund, Capital Fund, Highway Fund and ARPA Funds. Ms. Springer made a motion to accept the First Read of the Budget, Mr. Hartman second. The motion was approved.

New Police Vehicle: Ms. Spinger made a motion to purchase a new police vehicle and was second by Mr. Urban. The motion was approved.

UNFINISHED BUSINESS

Ordinance Review: Zoning and Map Ordinance: Ms. Gallo reported that she received the information needed to revise the ordinance and will provide Council with information in the new year.

Municipal Trash: Mr. Jimenez said that he is working with Amy Mazzella di Bosco at Greater Lebanon Refuse Authority to review the Borough's trash collection ordinance.

NIMS Training (100, 200, 700): Council agreed to take this topic off the agenda.

Recreational Vehicles/Trailer /Boats on Private Property: No Report

IT Support for Borough, Authority, and Police: Mr. Jimenez reported that he identified another provider of IT services, but that the quote from IntegraONE was less expensive and better tailored to the Borough's needs. Mr. Jimenez made a motion to accept IntegraONE's quote with an additional 10 hours of additional project time for Window's update and internet changes. The motion was seconded by Mr. Haley and the motion was approved.

Inter-Municipal Agreement with Lebanon County Treasure's Offices: See New Business.

Humane Society of Lebanon County: Mr. Haley made a motion to accept the Human Society of Lebanon County's 2024-2025 Stay Housing Agreement, not to exceed \$200. Mr. Urban seconded the motion and the motion was approved.

Council recessed to executive session at 9:00 pm to discuss property and personnel issues.

Council reconvened the November Council meeting at 9:25 pm. Motion by Mr. Haley and second by Mr. Jimenez, to pay the bills for October 2024 and was approved.

Council adjourned at 9:30 pm.

Respectively Submitted
Jonathan Johnson