

November 6, 2023 Minutes

The regular meeting of the Borough Council was held on the above date. The meeting was called to order at 7:01pm by President Jim O'Connor with the Pledge of Allegiance and the Lord's Prayer. Members attending were Doug Hartman, Rafael Jimenez Gomez, Tricia Springer, and Matt Urban. Also attending were Mayor Larry Minnich, Solicitor Collen Gallo and Melody Vanderveer, Borough Manager. Pat Haley and Sam Wengert were absent

Minutes from October 2, 2023 and October 23, 2023 minutes were e-mailed to Council prior to the meeting. **Motion by Tricia Springer, seconded by Matt Urban to approve the minutes from the October 2, 2023, meeting. Motion carried unanimously. Motion by Tricia Springer, seconded by Matt Urban to amend the November 6, 2023, agenda to include approval of the October 23, 2023, minutes. Motion carried. Motion by Matt Urban, seconded by Rafael Jimenez Gomez to approve the minutes from the October 23, 2023, meeting. Motion carried unanimously.**

The Treasurer's report for October was read. **Motion by Matt Urban, seconded by Rafael Jimenez Gomez to approve the Treasurer's report for October 2023. Motion carried unanimously.**

FIRE COMPANY REPORT – Doug Sider

Fire company report submitted and attached to these minutes. Dustin stated the man hours for October were higher due to October being Fire Prevention Month. The Fire Company will tour through Annville and Cleona with the Annville/Cleona Boys Cross Country State Champion team on November 8, 2023. The Santa tour is scheduled for December 18, 2023. The Fire companies are now working on merging the Fire Relief Associations for both Cleona and Annville.

POLICE DEPARTMENT – Chief Farneski and Mayor Minnich

Chief's report submitted and attached to these minutes. Trick or Treat went well. Office Matthew Dietrich was sworn in by the Mayor and will start working this month. On a sad note, Officer McCall's son passed away. At this time, we are waiting to hear from Officer McCall before we do something in memory of his son. Mayor Minnich suggested we also make a donation in memory of Annville Police Chief Dugan who passed away last month.

CITIZEN COMMENTS

There were no citizen's comments

PRESIDENT'S REPORT/COMMENTS – Jim O'Connor

Jim had nothing new to report

CODE ENFORCEMENT – Rafael Jimenez Gomez

Rafael is reviewing a draft of the municipal trash ordinance that Collen sent back to him that included his suggestions. Once the draft is completed, Colleen will circulate to Council to advertise and adopt. Colleen would like to have a meeting to go over the list of fees the Borough incurs as many of them are outdated before putting together a fee resolution.

PROPERTY DEPARTMENT – Doug Hartman

Doug received opinion of probable cause from the architect for the building renovation for \$297,000.00. He also received bids from G.F. Bowman for HVAC for \$60,000.00 and Siemens for \$88,000 for security, and \$50,000.00 for fire alarm. Doug & Steve Sherk, Steckbeck Engineering, reviewed the ordinance for street excavation. **Motion by Tricia Springer, seconded by Doug Hartman to advertise the ordinance to be adopted at the December meeting. Motion carried.** Melody will contact Steve Sherk to make sure the fees that were included on the fee resolution are up to date before adoption at the December meeting.

HIGHWAY DEPARTMENT – Sam Wengert (absent)

The Authority approved paying the quote from Kinsley of \$3,236.00 to repair the manhole on East Walnut Street at their November 1, 2023, meeting. A meeting will be scheduled to talk about the issue.

RECREATION DEPARTMENT – Pat Haley (absent)

Pat sent in his report earlier as he is home with COVID. The Park & Rec Fall Festival was a success considering the weather and high winds. They made roughly \$1,800.00. A new addition to the festival was a magic show. Numbers were down on the Haunted Walk due to the Annville/Cleona band competition and Powder Puff football game. Santa Meet and Greet is scheduled for December 10, 2023 from 1:00-3:00pm. We are waiting for quotes from two contractors for the amphitheater renovation before submitting the LSA grant application.

FIRE SAFETY/POLICE DEPARTMENT – Tricia Springer

Tricia had nothing new to report.

FINANCE – Matt Urban

Revenue is trending 1.8% higher and expenses at ½% above budget.

BOROUGH MANAGER/BOROUGH AUTHORITY – Melody Vanderveer

The Lebanon County Stormwater Consortium had a meeting with Borough residents that have properties along the Quittapahilla on October 30, 2023, to explain the streambank restoration project and answer any questions they had for the project. Pat Haley, Bill Matusiak as well as Bryan Hoffman and Ashlea Good from the Borough Authority will

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meet with Darren Heisey, Steckbeck Engineering, to walk the stream along the park to see how the project would affect the park.

SOLICITOR'S REPORT – Colleen Gallo

Solicitor's report was submitted prior to the meeting and is attached to these minutes. An IPMC meeting is scheduled for November 28, 2023 at 6:00pm via zoom.

NEW BUSINESS:

Motion to approve a handicap space for Howard Myles, tenant at 125 East Penn Avenue by Tricia Springer, seconded by Doug Hartman. Motion carried

Motion to approve the reading of the 2024 budget by Doug Hartman, seconded by Tricia Springer. Motion carried.

Motion by Matt Urban, seconded by Rafael Jimenez Gomez to advertise for a special meeting on November 13, 2023 for the second reading and advertisement of the budget to be adopted at the December council meeting. Motion carried

Appointment of a representative for the sale of 16 Willow has been moved to the special meeting.

UNFINISHED BUSINESS

Motion by Matt Urban, seconded by Rafael Jimenez Gomez, to pay the bills for the month of October, 2023. Motion carried.

Council adjourned to executive session at 8:09pm.

Respectively Submitted
Melody Vanderveer