

October 7, 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, and Tricia Springer. Also attending were Mayor Larry Minnich, Solicitor Colleen Gallo, and Borough Manager, Jonathan Johnson. Absent were Matt Urban and Sam Wengert. Jimenez

Minutes from the September 9, 2024, meeting was e-mailed to Council prior to the meeting. Motion by Ms. Springer, seconded by Mr. Haley, to approve the September 9, 2024, minutes. Motion Carried.

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

FIRE COMPANY REPORT – Dustin Sider

The Fire Company report was submitted and attached to these minutes. Mr. Sider discussed the importance of mutual aid response and gave an example of a fire in Annville that was extinguished by the Palmyra Fire Chief who happen to be driving through the areas when the call came in. Mr. Sider also noted that the Fire Company recruited two Lebanon Valley College students to be firefighters, and eight other students are interested in joining the Fire Company. Mr. Sider informed Council that they are developing a digital application for firefighters. He asked the Borough to put a link to the application on their website. Ms. Springer asked if the Fire Company needed any donations. Mr. Sider responded that they need bottled water and Gatorade. Mr. Johnson thanked the Fire Company for re-stringing the flagpole.

POLICE DEPARTMENT - Mayor Minnich and Sergeant Rager

The police report submitted and attached to these minutes. Sergeant Reger informed Council that Trick-or-Treat night is scheduled for Thursday, October 31st, rain or shine.

Mayor Minnich discussed the September 24, 2024, IMPC meeting

CITIZEN'S COMMENTS:

There were no citizen's comments.

ANNVILLE FREE LIBRARY

Marty Brandt, Annville Free Library Board, provide a brief overview of library activities and asked Council to increase the Borough donation by \$500 for next year. He then introduced Dylan Fye, the new library director. Mr. Fye highlighted that foot traffic in the library has increased 30 percent since 2022. Mr. Fye handed out the library newsletter and poster for an upcoming interactive family movie. Mr. Fye also asked if the library could be part of the park activities in the future.

PRESIDENT'S REPORT/COMMENTS – Jim O'Connor

No report.

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CODE ENFORCEMENT – Rafael Jimenez Gomez

Mr. Jimenez highlighted the September 24, 2024, IPMC meeting noting that the Code Enforcement Officer, David McDermott attended the meeting. He said that Mr. McDermott's approach to posting Warning Notices has been very effective and that the Borough is making progress in bringing properties into compliance. Mr. Jimenez noted at the meeting a single trash hauler was discussed at the IPMC meeting.

Ms. Gallo encouraged the Code Enforcement Officer to take pictures and post them in IWorQ. She said that this was an effective tool for judicial hearings.

Mr. Jimenez then discussed the property issues at 27 West Pine Street. Ms. Gallo told Council that she contacted the owner, Alan Mamozic, for an update on property clean up. Mr. Mamozic contacted the Borough saying the property is cleaned up (no more junk vehicles) and scrap metal is for his fabrication business. Ms. Gallo said that the Code Enforcement Officer is aware and that he will be meeting with Mr. Mamozic to discuss the problems and identify solutions.

Mr. Jimenez said that the Borough received an agreement from the Humane Society of Lebanon County for stray animal housing. It was agreed to discuss the agreement at next month's Council meeting.

PROPERTY DEPARTMENT – Doug Hartman

No report.

HIGHWAY DEPARTMENT - Sam Wengert (Absent)

RECREATION DEPARTMENT – Pat Haley

Mr. Haley said that the Fall Festival is scheduled for October 26th. The festival will be held from 2:00 pm to 6:00 pm and that there will be no haunted walk this year. Mr. Haley continued by saying that this year's festival will have a hayride, costume contest and other activities.

Mr. Haley asked Ms. Gallo whether the Borough could get a small games of chance license. Ms. Gallo responded that municipalities were prohibited from operating small games of chance, but that they could partner with a nonprofit organization who could run the small game of chance. She also recommended that the Borough do a silent auction at the Fall Festival.

FIRE SAFETY/POLICE DEPARTMENT – Tricia Springer

No report

FINANCE DEPARTMENT – Matt Urban (Absent)

BOROUGH MANAGER-BOROUGH AUTHORITY –Jonathan Johnson

- Mr. Johnson informed Council that the first reading of the 2025 Budget will be at the November 4th meeting. He also said that there will be no tax increase for 2025. Mr. Johnson said that the building project will be paid by moving funds from the Capital Fund to the ARPA Fund.
- Mr. Johnson told Council that leaf collection starts on Tuesday, October 8, 2024.

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- Council members were invited to attend the Lebanon County Municipal Official Convention on October 10th at the Lebanon Fair Ground.
- Mr. Johnson shared a copy of the District Justice lease with Council members. He said that the rent increased \$25 per month in 2025. Council members were concerned that this rate was insufficient. It was agreed that this will be an agenda item for the November 4th meeting.
- Council was informed that the current person cleaning the offices is leaving and that a new company or individual will be hired.
- Borough children were invited to submit artwork showing what they are thankful for by November 4th. Their art will be on displayed in the Borough Office during election day.
- Mr. Johnson discussed the staff travel policy and provide a brief update of Cleona Sewer Authority activities.

SOLICITOR'S REPORT – Colleen Gallo

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

NEW BUSINESS

Recreational Vehicle/Trailers and Boats: Mr. Jimenez said that at the IMPC meeting, there was need to better regulate recreational vehicles, trailers, boats on private project. Ms. Gallo noted that some properties have inoperative trailers, boats and recreational vehicles on their property. It was agreed to ask Mr. McDermott, Code Enforcement Officer to provide more information.

Local Share Account Grant Application: Mr. Johnson said that he is working with Sergeant Rager to submit a grant application to the Pennsylvania Department of Community and Economic Development, Local Share Account Program to purchase a new police vehicle. Council agreed to proceed with the application.

Approval of IntergraONE Quote for IT Services: Mr. Johnson presented a quote for IT and network services for \$11,820. This service would be paid by the Borough, Authority, and the Police Department. After discussing the issue, Mr. Jimenez asked for a month delay to do additional research on the issue. Mr. O'Connor asked Mr. Jimenez to consider: (1) Size of the company, do they have enough staff; (2) be certified to work on police computers; and contract for a calendar year. Mr. Jimenez agreed and will provide a report at the next Council meeting.

Approval to Decommission the Boiler, Drain and Remove the Lines: Mr. Hartman made a motion for G.F. Bowman to decommission the Borough building boiler, drain, and to remove the lines for \$1,500. Ms. Springer seconded the motion. The motion carried.

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 future.

Municipal Trash: No Report.

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

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Building Project: Alex Kauffman from Steckbeck Engineering provided a written report on the building expansion project. Mr. Johnson said that the project bids will be released in early to mid-November. Bids will be due by December 16th. The awarding of the bids will be in late December.

Ms. Gallo said that there is conflicting information about ARPA money projects being allocated or under contract. In the abundance of caution, Ms. Gallo recommended the project should be under contract by December 31st. The council agreed to hold a special meeting on Monday December 23, 2024. at 5:00 pm to award the contract for the building renovation.

112 North Center Street, Handicap Parking: Mr. Johnson informed Council that a mistake was made in granting a handicap parking spot at 112 North Center Street. There is no room to park a vehicle at this location on the street. He also said that the person who requested the handicap parking wanted the location to be at 104 East Maple Street where it was previously located for another individual who lived at that residence. Council members discuss reinstalling the sign and other options. Mr. Hartman made a motion to rescind the handicap parking spot at 112 North Center Street. Ms. Springer seconded the motion. The motion carried.

Motion by Mr. Haley and second by Ms. Springer, to pay the bills of September 2024 was approved.

Council recessed to executive session at 8:15 to discuss a personnel issue.

Council reconvened the October Council meeting and agreed to hold the third budget reading at the special Council meeting on December 23rd. The meeting was adjourned at 8:35 pm.

Respectively Submitted
Jonathan Johnson