

September 9, 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, Rafael Jimenez Gomez, Tricia Springer and Matt Urban. Also attending were Mayor Larry Minnich, Solicitor Colleen Gallo, Borough Clerk Melody Vanderveer, and Borough Manager, Jonathan Johnson. Absent were Sam Wengert, and Doug Hartman.

Minutes from the August 5, 2024, meeting was e-mailed to Council prior to the meeting. Motion by Mr. Haley, seconded by Mr. Urban, to approve the August 5, 2024, minutes. Motion Carried.

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

FIRE COMPANY REPORT – Dustin Sider (Absent)

The Fire Company report was submitted and attached to these minutes.

POLICE DEPARTMENT - Mayor Minnich and Chief Farneski

Chief Farneski's report submitted and attached to these minutes. He also said that he is working to update the police service agreements with Swatara and Union Townships and Jonestown Borough for 2025. Mayor Minnich said that he wants to make sure every registered voter in Cleona has an opportunity to vote in November. He has identified a number of Borough inactive voters and will try to give them mail-in ballots.

CITIZEN'S COMMENTS:

Larry Cisney (123 West Penn Avenue Rear) and Cal Boyer (109 East Pine Street) both spoke about the Warning Code Violations signs that were placed on the door of their property over the Labor Day weekend. Their concerns were that the signs did not tell them what the violation was, nor what to do to fix the situation. They were also unhappy that the code enforcement officer did not talk to them, even after they contacted the Borough Office requesting a meeting.

Mayor Minnich addressed their concerns by providing a brief overview of the recent history of code enforcement in Cleona. He then explained that the signs were to be a softer approach to getting property owners to bring their property into compliance.

Ms. Springer said in the past, when a property owner received a notice of violation, it would begin the formal legal process. Using the warning signs is an informal way was to work with property owners to fix the problem before jumping into the formal process. She also said that the Borough must balance its resources. The current code enforcement officer works only 30 hours a month making it difficult for him to meet individually with property owners. In addition, Ms. Springer said green signs were to get property owners' attention and avoid those situations when owners said they did not know they had a violation until the formal legal process begins.

Both the Mayor and Ms. Springer said that the current code enforcement process is new and will likely need to be reviewed and adjusted.

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BUILDING PROJECT UPDATE

Alex Kauffman and Steve Sherk with Steckbeck Engineering & Surveying Inc. (SESI) provided an update on the building project. Among the items he highlighted were:

- Building project would need three separate bids: general contractor, electrical contractor, and HVAC/plumbing contractors.
- James Crum, architect, agreed to work with Steckbeck and the project. The electrical and plumbing work will be done by G.F. Bowman. This company agreed to help put together the bid but has agreed not to submit a bid to avoid any conflict of interest.
- The estimated cost for the design and engineering aspect of the project is \$29,500.
- Based on discussion with Kerry Boyer at Woodland Contractor, the estimated cost of the cost of the project will be about \$200 per square foot, for 1,600 square feet or \$322,000.
- The cost estimated could be reduced by making adjustments to the scope of the project.

Mr. Kauffman said that it was his understanding that the ARPA funds needed to be obligated by December 31, 2024. Ms. Springer and Ms. Gallo discussed this issue. Ms. Gallo said she would do more research on this topic and report back to the Council. Mr. Kauffman then said if there was flexibility in the deadline, he would like to take a little more time in putting together the bidding proposals.

Mr. Kauffman then asked Council to authorize the following:

- Authorization for James Crum, AIA to provide consulting services to SESI, as needed throughout the bidding process. The cost for these services is included in SESI's estimate.
- Authorization for SESI to prepare Electrical, Plumbing, and HVAC plans and performance specifications for the estimated cost proposed.
- Authorization for SESI to utilize G.F. Bowman as subconsultant in preparation of the
- HVAC plans and performance specifications. The cost for these services is included in SESI's estimate.
- Approval to remove the proposed restroom from the plans and proceed with updating the plans.

Because the meeting agenda did not include these authorizations, the meeting agenda had to be amended before Council could vote. A motion was made by Ms. Springer, seconded by Mr. Haely to amend the September 9, 2024, agenda. Motion carried.

A motion was made by Mr. Urban and second by Mr. Gomez to authorize Mr. Kauffman to complete the steps outlined above. Motion carried.

PRESIDENT'S REPORT/COMMENTS – Jim O'Connor

No report.

CODE ENFORCEMENT – Rafael Jimenez Gomez

Mr. Jimenez reported that the Semi Quincentennial of the United States is in 2026. He then suggested that a committee be put together to explore ways to celebrate this historic event. Mr. Jimenez was encouraged to work with the Borough Manager in recruiting committee members.

PROPERTY DEPARTMENT – Doug Hartman (absent)

HIGHWAY DEPARTMENT – Sam Wengert (absent)

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RECREATION DEPARTMENT – Pat Haley

Mr. Haley. said September 14th was the last movie night, showing “Teenage Mutant Ninja Turtles Mutant Mayhem” and thanked Central Medical for sponsoring the movie, Mr. Haley also said that the Fall Festival planning meetings have begun and that there will not be a Haunted Walk this year because of difficulty recruiting volunteers. He then added that the group needed a break and time to think about a different activity.

Mr. Haley said that Michelle Ditzler and Sharon Greiner will not be running the summer playground program in 2025. A possible replacement has been identified.

FIRE SAFETY/POLICE DEPARTMENT – Tricia Springer

Ms. Springer made a motion to amend the meeting agenda to include Resolution 2024-04. Mr. Haley second the motion. Motion carried.

Ms. Springer then made a motion to approve Ordinance 332 which among other things prohibits the parking or storing of any uninspected, unregistered or inoperable vehicles on any public street or property. The motion was second by Mr. Haley. The Motion carried.

Mr. Jimenez asked for clarification on Resolution 2024-04. Ms. Gallo said the Ordinance takes out the fees from the original and puts them in the Resolution. She continued that most of the fees stayed the same and that there were a few that were adjusted upward.

Ms. Springer then made a motion to approve Resolution 2024-04 which sets the fees for Ordinance 332. Mr. Urban second the motion. The motion carried.

FINANCE DEPARTMENT – Matt Urban

Mr. Urban said that the Borough’s finances were on track. He also pointed out that the Borough received delinquent property taxes from 2021, 2022, and 2023 and that we are in good shape.

BOROUGH MANAGER-BOROUGH AUTHORITY –Jonathan Johnson

Mr. Johnson provided Council with the following information:

- Borough’s 2025 projected revenues and expenditures.
- The 2024-25 renewed insurance policy
- Results of the 2023 Liquid Fuels Audit
- Fall leaf pick up will start October 8
- Lebanon County Municipal Officials Convention is October 10

Mr. Johnson also asked that the municipal residence requirement for the Borough Manager be waived. Because this issue was not on the meeting agenda, the agenda had to be amended. Mr. Urban made a motion to amend the meeting agenda. It was second by Mr. Haley. The motion carried.

Ms. Springer made a motion to waive the residence requirement for the Borough Manager. Mr. Haley second the motion. The motion carried.

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SOLICITOR'S REPORT – Colleen Gallo

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

NEW BUSINESS

Mr. Urban made a motion to approve the uniform and non-uniformed employee minimum municipal contribution. Ms. Springer second the motion. The motion carried.

Mr., Haley made a motion to approve the sign request for Hill United Church of Christ for their Oktoberfest (September 28 to October 6). Mr. Urban second the motion. The motion carried.

Mr. Jimenez made a motion to approve a handicap sign at 112 North Center Street. Mr. Haley second the motion. The motion carried.

UNFINISHED BUSINESS

- Ordinance Review: Zoning and map ordinance: No Report
- Municipal Trash: No Report.
- NIMS Training (100, 200, 700): No report.

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

Council adjourned at 8:16pm.

Respectively Submitted
Jonathan Johnson