

## **JANUARY 8, 2007**

The regular meeting of the Cleona Borough Council was held on the above date with President Eric Notter presiding. The meeting was called to order with the Pledge of Allegiance and the Lord's Prayer. Members attending were Calvin Boyer and Keith Fernsler. Richard Fields and Michael Peiffer arrived late. Also attending was Mayor Jack Hartman, Secretary Cara Fisher and Solicitor Fred Wolf.

**A motion was made to approve the Minutes from the December 4, 2006 Council Meeting by Keith Fernsler, seconded by Richard Fields. Motion carried.**

**A motion was made to approve the Treasurer's report from the month of December 2006 by Richard Fields, seconded by Keith Fernsler. Motion carried.**

**A motion was made to appoint the following members to the committees for terms as follows by Keith Fernsler, seconded by Richard Fields:**

- **James Paugh – Sewer Authority (term ending 12/31/2011)**
- **Bryan Hoffman – Sewer Authority (term ending 12/31/2007 to replace John Habecker)**
- **Dennis Good – Planning Commission (term ending 12/31/2009)**
- **Jim Bentz – Zoning Hearing Board (term ending 12/31/2011)**
- **Jim O'Connor – Park and Recreation Committee (Term ending 12/31/2010)**

**Motion carried.**

### **AWARD - NELSON SWEIGART**

Mayor Jack Hartman awarded the Cleona Borough Police Department Combat Badge and Purple Heart Commendations to Patrolman Nelson Sweigart for his efforts at the Cleona Elementary School break in on September 19, 2006.

### **POLICE DEPARTMENT – Mayor Hartman:**

A copy of the Police Department Report is attached to the Minutes.

### **FIRE COMPANY – Doug Hartman:**

Doug submitted a detailed report for the month of December 2006 as well as the year end report for 2006.

There were 22 incidents with a total of 144.5 man hours during the month of December 2006.

**Cleona Borough Council Minutes**  
**January 8, 2007**  
**Page 2**

Eric Notter questioned why the Fire Company did not hold the Pig Roast and Car Show in 2006. Doug and Amy Hartman replied that there was no interest by the members and no one volunteered to help.

**FIRE COMPANY PRESIDENT – Amy Hartman:**

The issue with the Ladies' Auxiliary money will be resolved before the end of February 2007.

Amy submitted a final printout from the Treasurer for the budget as it was planned for 2006. The Treasurer was out of town and therefore did not compile the year end report for 2006. It will be presented at the February 2007 meeting.

It is still undecided how the allotment from the Borough will be handled for 2007. Amy will get together with Cindy Bowman-Condor to make these arrangements.

**CITIZENS COMMENTS**

There were no citizen comments.

**TAX COLLECTOR YEAR END REPORT**

Eleanor Snively gave the 2006 year end report. **A motion was made to exonerate Eleanor Snively from the Real Estate and Per Capita tax for 2006 by Richard Fields, seconded by Keith Fernsler. Motion carried.**

**SECRETARY – Cara Fisher:**

**A motion was made to approve Cara Fisher and Meg Weaver attending the March 17, 2007 PSAB Secretary's Class at a cost of \$60.00 per person to be paid by the Borough by Richard Fields, seconded by Keith Fernsler. Motion carried.**

The Secretary reported that she received two quotes for the street sign project. The price looks like it will be between \$8,000.00 to \$9,000.00. Two additional quotes are expected to be received.

The Secretary distributed to the Council, Mayor and Solicitor the Statement of Financial Interest Forms to be completed and returned to the Secretary.

**PROPERTY – Richard Fields:**

Richard Fields received a quote from Vincent R. Boltz for the heating system. George Strohm was in the building to review the system and will provide a quote as soon as possible.

**HIGHWAY – Cal Boyer:**

Council discussed the need for new street name and stop signs.

**CODE ENFORCEMENT/SANITATION – Keith Fernsler:**

Richard Fields reported that the Humane Society officer will begin researching the cat situation on the north side of the Borough. It was requested that residents not feed stray cats.

**A motion was made to authorize Keith Fernsler and Eric Notter to attend the PSAB Class on Understanding Council Member Roles to be held at the Grantville Holiday Inn by Richard Fields, seconded by Keith Fernsler. Motion carried.**

**SOLICITOR – Fred Wolf:**

The Solicitor distributed a draft version of the Comcast Cable Agreement. Council will review this and submit comments to the Solicitor throughout the month so this can be accepted at the February meeting.

**Lebanon County has an emergency procedure plan which the Borough can adopt as its own. A motion was made to adopt the Lebanon County Emergency Procedure Plan by Michael Peiffer, seconded by Keith Fernsler. Motion carried.**

**A motion was made to approve Resolution 01082007-1 which sets Employee Contributions to the Pension Plan for 2007 at \$0.00 contingent on sufficient State Aid being received by Richard Fields, seconded by Michael Peiffer. Motion carried.**

**A motion was made to adopt Resolution 01082007-2 which accepts the amended fee schedule as received by Lebanon County Planning Department by Keith Fernsler, seconded by Michael Peiffer. Cal Boyer voted no. Motion carried.**

**A motion was made to approve reappointment of John Poff, Robert Boltz, and William Smeltzer to the Uniform Construction Code Appeals Board by Michael Peiffer, seconded by Keith Fernsler. Motion carried.**

**Cleona Borough Council Minutes**  
**January 8, 2007**  
**Page 4**

The meeting was opened to Public Comments regarding Ordinance 275. No public comments were received. **A motion was made to approve Ordinance 275 setting the Real Estate Tax at 13.3 mills for 2007 by Keith Fernsler, seconded by Michael Peiffer. Cal Boyer voted no. Motion carried.**

The Solicitor announced that he was in contact with the Redevelopment Authority. No money is available for condemning dilapidated properties.

County Planning will be giving the Borough a written recommendation for updating the Borough's Zoning Ordinances before the end of January 2007. At that time, the recommendations will be distributed to Council for review and discussion at the February 2007 meeting. Council will then get back to County Planning with detailed suggestions. The Solicitor will be forwarding a list of the ordinances that were discussed for revision to the Council before the February 2007 Council Meeting.

The Solicitor mentioned that perhaps the Borough could obtain a Growing Greener grant to deal with the storm water issues in the Borough. The Solicitor will contact Rick Bolt to research this.

The Solicitor mentioned that perhaps the Borough would like to recognize J. Norman McMichael and John Habecker with a Legislative Citation. Eric Notter will look into this.

**OTHER BUSINESS**

Cal Boyer received a complaint regarding trash at the property of Joseph Harley at 110 North Lincoln Street. Keith Fernsler will follow up on this issue.

Council discussed several letters that were received by Council Members regarding saving portions of the old Annville Cleona High School.

Council agreed to approve the Greenskeeper contract for 2007. The Secretary will contact Hauck to make sure that the fields will be available to use before sending that signed contract to the Greenskeeper.

Council discussed the position of Part Time Maintenance Employee. The Secretary will email the current Maintenance Job Description to Michael Peiffer for his review before the February Council Meeting.

Richard Fields was contacted with the name of a boy who needs to do community service. Council will contact Richard Fields if he is needed.

**Cleona Borough Council Minutes**  
**January 8, 2007**  
**Page 5**

**A motion was made to pay the bills for the month of December 2006 by Keith Fernsler, seconded by Richard Fields. Motion carried.**

Upon motion and second, Council adjourned at 8:55p.m.

Respectfully submitted,

Cara Fisher  
Secretary

## **FEBRUARY 5, 2007**

The regular meeting of the Cleona Borough Council was held on the above date with President Eric Notter presiding. The meeting was called to order with the Lord's Prayer and the Pledge of Allegiance. Members attending were Keith Fernsler, Cindy Bowman-Condor, Calvin Boyer, Michael Peiffer, Larry Minnich, and Richard Fields. Also attending was Mayor Jack Hartman, Secretary Cara Fisher and Solicitor Fred Wolf.

**A motion was made to approve the Minutes from the January 8, 2007 Council Meeting by Keith Fernsler, seconded by Richard Fields. Motion carried.**

**A motion was made to approve the Treasurer's report from the month of January 2007 by Keith Fernsler, seconded by Cindy Bowman-Condor. Motion carried.**

### **FIRE COMPANY – Doug Hartman:**

Doug submitted a detailed report for the month of January 2007.

There were 28 incidents with a total of 289.68 man hours during the month of January 2007.

The Borough was given a certificate of appreciation for their support during 2006.

It was decided that the Fire Company would get their contribution allocation from the 2007 Budget quarterly, with the money being available as needed.

### **FIRE COMPANY PRESIDENT – Amy Hartman:**

Amy presented the year end financial statements for 2006 as well as the budget for 2007.

Amy also presented a detail of the expenses for January 2007.

The Fire Company received a denial letter from the Federal Government in reference to the grant for which they applied. A copy of that letter was given to Cindy Bowman-Condor.

### **POLICE DEPARTMENT – Mayor Hartman:**

A copy of the Police Department Report is attached to the Minutes.

Officer Sweigart has resigned his position as police officer.

**Cleona Borough Council Minutes**

**February 5, 2007**

**Page 2**

Mayor Hartman reported on the activity as it was part of the 2006 Shift Exchange Agreement with Annville. In the year 2006, Cleona covered Annville for a total 434.9 hours and 76 calls and Annville covered Cleona for a total 409.0 hours and 29 calls.

Congressman Holden issued a Certificate of Congressional Recognition to Officer Sweigart for his action during the Elementary School break-in incident.

**CITIZENS COMMENTS**

Attorney Dave Tshudy of Reilly Wolfson Sheffey Schrum and Lundberg was present representing Dan Geesaman to request Council approve an amendment to the R-1 Zoning. This change would allow a garage to be built on a property not only as an accessory use but also as a principal use. Council agreed to discuss this issue later in the meeting.

Attorney Dave Tshudy of Reilly Wolfson Sheffey Schrum and Lundberg was present also representing Lebanon Valley Economic Development Corporation (LVEDC) to request the creation of an Industrial Zoning in Cleona Borough as well as a change in zoning for approximately eleven (11) acres of property owned by the LVEDC from agriculture to industrial. This property is located north of the railroad tracks and east of North Center Street in Cleona Borough. This issue should also be discussed with the Planning Commission. Attorney Tshudy requested to be notified of the Planning Commission's next meeting.

George Fuhrman of North Garfield Street was present to complain about the property at Pine and Washington Streets and the trash that he claims is all over that property. Mr. Fuhrman also complained about the vehicles placed at Center and Pine Streets that are not licensed and not registered. Mayor Hartman will meet Mr. Fuhrman at the property on February 6, 2007 at 8:00a.m. to further discuss this.

**SECRETARY – Cara Fisher:**

Three quotes were received for street signs. The lowest quote was received from Daniel B. Kreig in the amount of \$7,830.59. Council agreed that the secretary should order the signs for the total price of \$7,830.59 from Daniel B. Kreig to be paid from Liquid Fuels money. The Lebanon County MPO is willing to hang the Mill Street sign overhead as they complete the Route 422 congestion corridor project.

**PROPERTY – Richard Fields:**

A quote was not received from George Strohm yet.

**Cleona Borough Council Minutes**  
**February 5, 2007**  
**Page 3**

Richard Fields obtained a grant application through Mauree Gingrich's office. The secretary will complete this paperwork.

Richard Fields asked permission to attend the PSAB Spring Conference at the Borough's expense. Council agreed that Mr. Fields could attend.

**FINANCE – Cindy Bowman-Condor:**

Cindy will be doing a newsletter in the Spring. She requested article ideas from Council.

Cindy was at a Disaster Planning Seminar and feels that adopting the County's Disaster Plan is a good start but not adequate to completely protect the Borough. Larry Minnich, Mayor Hartman, and Doug Hartman will sit down to discuss this.

**HIGHWAY – Cal Boyer:**

Cal Boyer asked Council what roads they feel need the most work. Eric Notter mentioned Wilson, Chestnut and Harris. Cal Boyer will research this.

Eric Notter questioned whether the Borough will be able to use Annville's crack sealer. Cal Boyer contacted Charlie Moll regarding this issue, but it was not resolved. Eric Notter will contact Charlie Moll about this.

Eric Notter stated that Cal Boyer must call out the salt trucks when the roads are snowy or icy.

Cal Boyer stated that he felt the police officers were hired illegally. He distributed paperwork he received. **A motion was made to suspend the officers immediately by Cal Boyer.** This motion was not seconded. Council discussed reestablishing the Civil Service Commission.

**RECREATION- Mike Peiffer:**

The Borough will be able to use Hauck Fields during 2007.

The Park and Recreation Committee is moving forward with the Walking Path.

Michael Peiffer will forward his comments regarding the Maintenance Position to Eric Notter. There should be a current inventory of all supplies and equipment. Charlie Firestone, the janitor, has tentatively agreed to accept the new position which combines the janitorial and maintenance employee positions.

**Cleona Borough Council Minutes**  
**February 5, 2007**  
**Page 4**

**SAFETY – Larry Minnich:**

FEMA is having a mock warning exercise during the month which will include severe weather. Larry Minnich will check with County EMA and the Fire Company about this. This will be discussed at the March 2007 Council Meeting.

Larry Minnich is willing to continue to be on the Police Contract Negotiations Committee.

Keith Fernsler is willing to be on the Civil Service Commission.

Larry Minnich questioned the condition of the police vehicles. There were some problems with the oldest cruiser. It is currently in the garage for repairs. The Mayor stated that this cruiser is nearing the point of age where it could begin to need many repairs.

**CODE ENFORCEMENT/SANITATION – Keith Fernsler:**

Keith Fernsler contacted Mauree Gingrich regarding any money that could be available for dilapidated buildings. He is waiting to hear back from her.

Keith researched and found a sample ordinance for tractor trailer parking. Council discussed this.

Keith will be in contact with the Humane Society regarding stray cats on the north side of the Borough.

Keith will be bidding out leaf collection for 2007.

Council discussed the Mamozik property, as well as other properties that are possible in violation.

**SOLICITOR – Fred Wolf:**

Council discussed the Cable Franchise Agreement. **A motion was made to approve the execution of the Cable Franchise Agreement by Richard Fields, seconded by Keith Fernsler. Motion carried.**

The Solicitor explained the Growing Greener program to Borough Council. The Solicitor recommended that the Borough put someone in charge of being responsible for the coordination of the Growing Greener program. Council discussed whether work done through this program could resolve the storm water issues on the north side of the Borough. The Solicitor will send a

**Cleona Borough Council Minutes**  
**February 5, 2007**  
**Page 5**

letter to LVEDC asking for their cooperation in this program. Council agreed that Cindy Bowman-Condor will be heading up the Growing Greener grant process. Cindy will contact the appropriate people to obtain information on this program.

The Solicitor had distributed a draft proposal to the District Attorney of a policy for purging old police records. When the District Attorney reviews this, Council will be informed.

Council discussed the schedule for ordinance updates. Council will receive and review this updates for the March meeting. A public hearing will be held at the April 2007 meeting for passage of these ordinances. The request made by Attorney Tshudy on behalf of Dan Geesaman regarding the amendment to R-1 Zoning will also be advertised for public hearing and consideration at the April 2007 meeting. Michael Peiffer requested these revisions be distributed for Council's review at least one (1) week or ten (10) days prior to the next meeting. **A motion was made to establish a schedule to update the codified ordinances and that schedule to provide for distribution to the Mayor and Council the actual proposed ordinance changes at least one week before the March 2007 meeting for Council's review consideration during March 2007 and appropriately advertise and have a public hearing concerning the ordinance changes for consideration at the April 2007 Borough Council meeting by Michael Peiffer, seconded by Cindy Bowman-condor. Motion carried.**

**OTHER BUSINESS**

Eric Notter will talk with the Secretary regarding the Civil Service Commission.

The Police Contract negotiations will be scheduled by Eric Notter emailing Matt Rager to set up a date and time to begin negotiations.

Cal Boyer will notify the utility companies regarding the streets he plans to pave.

Council recessed into Executive Session at 9:56p.m. Council reentered regular session at 10:13p.m.

**A motion was made to pay the bills for the month of January 2007 by Richard Fields, seconded by Keith Fernsler. Motion carried.**

Upon motion and second, Council adjourned at 10:13p.m.

Respectfully submitted,

Cara Fisher  
Secretary

## **MARCH 5, 2007**

The regular meeting of the Cleona Borough Council was held on the above date with President Eric Notter presiding. The meeting was called to order with the Lord's Prayer and the Pledge of Allegiance. Members attending were Keith Fernsler, Cindy Bowman-Condor, Calvin Boyer, Michael Peiffer, Larry Minnich, and Richard Fields. Also attending was Mayor Jack Hartman, Secretary Cara Fisher and Solicitor Fred Wolf.

**A motion was made Keith Fernsler, seconded by Richard Fields to approve the Minutes from the February 5, 2007 Council Meeting. Motion carried.**

**A motion was made by Keith Fernsler, seconded by Cindy Bowman-Condor to approve the Treasurer's report from the month of February 2007. Motion carried.**

### **FIRE COMPANY – Doug Hartman:**

Doug submitted a detailed report for the month of February 2007.

There were 40 incidents with a total of 265.24 man hours during the month of February 2007.

### **POLICE DEPARTMENT – Mayor Hartman:**

A copy of the Police Department Report is attached to the Minutes.

Mayor Hartman reported that he met with Chief Burdge and Commissioner Smith from Annville, who both agreed that the Shift Exchange Agreement is working, contrary to Cal Boyer's claims at the February 5, 2007 Council meeting.

### **CITIZENS COMMENTS**

Jon Kirby from 33 North Lincoln Street was present to question why the snow wasn't plowed to the curb during the last snow. Cal stated that he told the companies to plow four (4) lanes and the companies didn't do as they were told, and that the Mayor and Eric Notter were giving the companies instructions which contradicted Cal's. Eric clarified by stating that he had spoken to Dan Geesaman and Lech Brothers and they stated Cal told them to plow only two (2) passes through each street. Both Lech Brothers and Dan Geesaman confirmed that the Mayor did not give them any instructions regarding snow plowing or salting. Both companies confirmed that they received their instruction only from Cal Boyer.

Sebastion Valverde of 42 East Pine Street, Apartment #3 was present to request a copy of the Borough newsletter. Cindy stated that it is not finished yet.

**Cleona Borough Council Minutes**

**March 5, 2007**

**Page 2**

Larry Beam of 120 West Penn Avenue was present to state that the snow removal was the poorest snow removal that he has seen in the Borough. He stated that there are many elderly or disabled people and that the snow removal should be better.

Sally Campbell of 801 East Pine Street was present to state that in front of her property the snow was piled very high into the street.

Paul Crum of 114 West Penn Avenue was present to request the Borough contact Penn DOT to request that Penn DOT slow down when plowing Route 422. The Secretary will send a letter to Penn DOT requesting this.

Steve Harclerode of 310 East Penn Avenue was present to confirm what Paul Crum was stating.

Lou Laguna of 146 West Chestnut Street was present to question what steps will be taken to ensure that this situation of snow removal is resolved. Cal Boyer stated that there will be something done about this.

Doug Hartman of 16 Walnut Mill Lane was present to request, as Fire Chief, that the snow removal companies concentrate on the Police Department, Fire Department and Grant Street so that emergency services can continue to be provided despite any snow accumulation.

Paul Brown of 556 East Pine Street was present to complain about the snow removal. Mr. Brown claimed that Dan Geesaman's company purposely did not plow close enough to his property and also plowed stones into his yard and landscape.

Mr. Dickerson of 555 East Pine Street was present to confirm Mr. Brown's complaints.

Dan Geesaman questioned what truck plowed the stones into Mr. Brown's yard. Mr. Dickerson stated that it was a Geesaman truck but that he could not see the driver. Dan stated that he will correct this.

Paul Brown of 556 East Pine Street was present to state that Dan Geesaman is harassing him by throwing debris around his vehicle and other miscellaneous things. Mr. Brown requested that Council reconsider their steps in possibly allowing Dan Geesaman to build a garage on his lot on Pine Street. The Solicitor replied that the matter is really a Zoning Hearing Board issue, not a Council issue.

**PROPERTY – Richard Fields:**

Eric Notter stated that specifications have been obtained for the roof. A rubber roof will be put on the Borough Hall with the longest guarantee available being purchased. The Secretary will

**Cleona Borough Council Minutes**

**March 5, 2007**

**Page 3**

work with the Solicitor to advertise this for bid as soon as possible. The roof did leak again and the insurance company will be coming to review the claim.

Furnace recommendations are yet to be received. When that is received, the decision will have to be made and the specifications will be put out for bid.

**FINANCE – Cindy Bowman-Condor:**

Cindy will be doing a newsletter in the Spring. She requested article ideas from Council.

Cindy mentioned that Senior Citizens and Special Needs residents will be considered when the emergency plan is compiled.

**HIGHWAY – Cal Boyer:**

Cal Boyer stated that he was not pleased with the snow removal done by Dan Geesaman.

Cal Boyer is getting grant information for the crack sealing. He received information from Annville Township regarding the maintenance agreement.

Cal questioned what went on with the Christmas Bonus. An Executive Session will be held to discuss this.

Cal questioned what is being done about the Civil Service Commission. Letters will be received from the residents who are willing to serve. At the April meeting, these people will be appointed to the Civil Service Commission.

**RECREATION- Mike Peiffer:**

Mike Peiffer added his comments to the Maintenance Employee job description and returned it to Eric Notter and the Secretary. This will be revised to include Mike's changes.

A Teen Dance will be held on June 29, 2007 from 7:30p.m. to 10:30p.m. at the Playground. Mike Peiffer requested a Police Officer present at that activity. There will also be sufficient adults for security.

A fund raiser will be done in conjunction with Hoss's. On June 6, 2007, any person can eat at Hoss's and turn in a card which will be distributed free of charge, and the Park will realize twenty-percent (20%) of the check.

**Cleona Borough Council Minutes**  
**March 5, 2007**  
**Page 4**

A \$3,000.00 grant was received from Home Depot. A community work day will be held where volunteers will work at building new picnic tables with materials purchased with this grant money.

Children of the community will be invited to make stepping stones for the Walking Path.

**SAFETY – Larry Minnich:**

Larry reported that the PEMA weather emergency test only pertains to schools and hospitals according to Dan Kauffman from Lebanon County EMA. The Borough may receive some reports after this event regarding how the schools and hospitals performed.

Larry mentioned that each resident who was effected by the snow plowing by Penn DOT should contact Penn DOT directly in addition to the Borough sending a letter.

Mr. Brown requested that someone drive by his property to see the damage. The Mayor stated that he will drive by on Tuesday, March 6, 2007.

The first police contract renewal meeting date will be March 14, 2007 at 7:00p.m.

**CODE ENFORCEMENT/SANITATION – Keith Fernsler:**

The first week of April 2007 will be street sweeping.

Keith is still working at getting in contact with the Humane Society to take care of the stray cat problem.

The Solicitor will review the Leaf Collection specifications before bidding.

Keith received information on Community Revitalization grants for dilapidated buildings.

**SOLICITOR – Fred Wolf:**

Council and the Solicitor reviewed the Ordinance revisions and updates.

**A motion was made by Mike Peiffer, seconded by Larry Minnich to adopt Met-Ed Resolution 03052007 upgrading the streetlight at 49 Morningside Avenue. Motion carried.**

**Cleona Borough Council Minutes**  
**March 5, 2007**  
**Page 5**

**OTHER BUSINESS**

Council recessed into Executive Session at 10:00p.m.

Council returned to regular meeting at 10:39p.m.

**A motion was made by Larry Minnich, seconded by Keith Fernsler to pay the bills for the month of February 2007. Motion carried.**

Upon motion and second, Council adjourned at 10:39p.m.

Respectfully submitted,

Cara Fisher  
Secretary

## **APRIL 2, 2007**

The regular meeting of the Cleona Borough Council was held on the above date with President Eric Notter presiding. The meeting was called to order with the Lord's Prayer and the Pledge of Allegiance. Members attending were Keith Fernsler, Cindy Bowman-Condor, Calvin Boyer, Larry Minnich, and Richard Fields. Also attending was Mayor Jack Hartman, Secretary Cara Fisher and Solicitor Fred Wolf.

**A motion was made Keith Fernsler, seconded by Richard Fields to approve the Minutes from the March 7, 2007 Council Meeting. Motion carried.** Cindy Bowman-Condor noted that the Fund Raiser at Hoss's is August 6, 2007, rather than June.

**A motion was made by Cindy Bowman-Condor, seconded by Keith Fernsler to approve the Treasurer's report from the month of March 2007. Motion carried.**

### **FIRE COMPANY – Doug Hartman:**

Doug submitted a detailed report for the month of March 2007.

There were 31 incidents with a total of 399.4 man hours during the month of March 2007.

Dr. Ed Morasco of 102 East Penn Avenue, Cleona was present to question whether the Fire Department is aware that Union Hose Fire Company is sending Cleona residents donation request letters.

### **FIRE COMPANY PRESIDENT – Amy Hartman:**

Amy Hartman presented the Financial Statement to Cindy Bowman-Condor.

The regular monthly company meeting will be postponed for one (1) week out of respect for an active Fire Company member whose father passed away recently.

The auditor general recently audited the Fire Company for the past three (3) years. A copy will be mailed directly to the Borough when it is complete.

The Solicitor instructed Amy to contact Attorney Snelling to learn the status on the Ladies' Auxiliary money. The hearing was held.

### **POLICE DEPARTMENT – Mayor Hartman:**

A copy of the Police Department Report is attached to the Minutes.

**CITIZENS COMMENTS**

Joseph Auman of 202 South Mill Street was present to state that he is a truck driver and feels that perhaps the Council would consider not restricting truck parking in the entire Borough, but rather only in certain places. Mr. Auman feels that it will cost an enormous amount of money in signage and a scale for the weight restriction. Mr. Auman suggested that if there is a problem with a particular driver or company, that this could be handled on a personal basis. Also Mr. Auman mentioned that there are already restrictions on idling time for trucks.

The Solicitor commented that the ordinance updates will be considered by Council at the May 2007 meeting, not the April meeting as the newsletter wrongly stated. The Solicitor also stated that the revision to the Zoning Ordinance has not yet been advertised because there are different requirements for amending a Zoning Ordinance, but that it will be advertised as legally required. The Solicitor informed Mr. Paul Brown of 556 East Pine Street that he will be receiving a copy of this amendment being considered in the mail prior to the public hearing at the May 2007 meeting.

John Kirby of 33 North Lincoln Street thanked the Council for having the snow plows push the snow back to the curb during the last snow storm. Eric Notter stated that he was responsible for the last snow removal, as he removed Cal Boyer from his duties of the highway department.

Tony Nestico, an attorney practicing at 830 East Chocolate Avenue, Hershey, was present representing the Brown family at 556 East Pine Street, Cleona. Mr. Nestico clarified that no discussion or decision would take place at the April Council meeting regarding the proposed ordinance amendments. Mr. Nestico also requested that the Zoning Officer, Gene Meade, be present at the May 2007 Council meeting for questioning. The Solicitor will request that County Planning have Mr. Meade at that meeting. If that is not feasible, Mr. Nestico will subpoena Mr. Meade. Mr. Nestico requested a full copy of the proposed amendment to the Zoning Ordinance. The solicitor will see that Mr. Nestico receives a copy of that.

Michael Keefer of 117 South Harris Street was present to state that there is an error in the newsletter, as the newsletter states that the ordinances will be discussed at the April meeting. Mr. Keefer suggested the Borough let the residents know about things such as this in a way other than the newspaper because some residents do not get the newspaper. The Solicitor stated that the Borough is only required to advertise in the newspaper of general publication, which is the Lebanon Daily News.

Ed Morasco of 102 East Penn Avenue was present to comment on his dissatisfaction in the condition of the roads and trees. The roads are full of potholes and the trees are overgrown and rotting.

**Cleona Borough Council Minutes**  
**April 2, 2007**  
**Page 3**

Margaret Firoozmand of 316 East Chestnut Street was present to state that she is not satisfied with the explanation for the discrepancy between the newspaper, which advertised the ordinance consideration in Mary, and the newsletter, which advertised the ordinance consideration in April. Mrs. Firoozmand recommended that Council send a mailing to let all the citizens of the correct date.

Paul Brown of 556 East Pine Street was present to state that he was unhappy with the snow removal done by Dan Geesaman on March 17, 2007. Stones were plowed into his yard again. Mr. Brown recommended that Dan Geesaman be removed from snow removal in the Borough.

Sally Campbell of 801 East Pine Street was present to complain about the snow removal. Ms. Campbell stated that Mr. Geesaman only plowed the middle of the street until he saw her and then did a better job when he knew she was watching.

Jim Atkins of 109 East Pine Street was present to question the proposed truck parking amendment. Council responded that the concerns of the Council are wear on the streets and storm drains, excessive noise from starting and idling of these trucks, as well as complaints that were received by residents.

**SECRETARY – Cara Fisher:**

The Secretary reported that she did send a letter to Penn DOT requesting the plows slow down when plowing Route 422.

The Secretary also reported that the street signs have been ordered.

**PROPERTY – Richard Fields:**

The insurance company was on site to survey the damage done by the leaking roof. The interior damage repair will be paid by the insurance company. It is unknown whether any of the roof repairs will be paid by the insurance company.

**FINANCE – Cindy Bowman-Condor:**

Cindy Bowman-Condor apologized for the error in the newsletter regarding the ordinance amendment consideration.

Council agreed that a small postcard should be mailed to the residents clarifying that the ordinances will be considered at the May meeting.

**HIGHWAY – Cal Boyer:**

Cal stated that he is not very happy with Eric taking over the streets and highway department.

Cal asked what happened to Dan Carpenter's bid for snow removal. The Solicitor attempted to explain the process for snow removal. Cal produced a bid from Dan Carpenter and accused either the Solicitor or Eric Notter of throwing the bid away. The Solicitor stated that he will check the minutes from when the bid was awarded. Cal produced pictures of the snow removal. Cal stated that Dan Carpenter, who plows South Annville, took only fourteen hours (14) to plow the snow in that township and Annville took about the same amount of time, where Cleona took sixty (6) hours to plow.

Eric stated that the public should know that the Borough's insurance company paid \$40,000.00 in litigation on frivolous law suits brought against the Borough by Cal Boyer, and approximately \$5,400.00 in legal fees to the Solicitor in the same lawsuits.

Cal Boyer questioned why there is going to be another preconstruction meeting for the pothole repair. The Solicitor stated that it is necessary to meet with the new Penn DOT representative, the contractor and the inspector.

**RECREATION – Mike Peiffer:**

The secretary reported that Mike has secured Denise Kramer to conduct the summer playground program again in 2007.

A work day will be set for construction of the picnic tables.

**SAFETY – Larry Minnich:**

The Police Negotiation Committee did meet to begin negotiations on the police contract. That will be discussed during an Executive Session after the regular meeting.

**CODE ENFORCEMENT/SANITATION – Keith Fernsler:**

Street sweeping began on April 2, 2007. There were no problems with equipment.

Keith is still attempting to contact the Humane Society regarding stray cats in the Borough.

Keith is attempting to contact Annville and Palmyra to see if either of those municipalities would be interested in Leaf Collection.

**SOLICITOR – Fred Wolf:**

Specifications and tentative prices have been received regarding the roof. The solicitor is waiting to hear back from the insurance company.

**OTHER BUSINESS**

Charles Firestone has been hired as the maintenance employee, combining the janitorial and maintenance employee. Councilmen who wish to give responsibilities to Mr. Firestone should notify the Borough office, which in turn will notify the Council president.

**A motion was made by Richard Fields, seconded by Cindy Bowman-Condor to appoint Donald Hopple to the Civil Service Commission for a term of six (6) years, Robert Corle to the Civil Service Commission for a term of four (4) years, and Keith Fernsler to the Civil Service Commission for a term of two (2) years. A roll call vote was taken as follows:**

**Richard Fields – Yes**  
**Cal Boyer – No**  
**Keith Fernsler – Abstain**

**Larry Minnich – Yes**  
**Cindy Bowman-Condor – Yes**  
**Eric Notter – Yes**

**Motion carried.**

Council adjourned to Executive Session at 8:20p.m.

Council reentered the regular meeting at 9:42p.m.

**A motion was made by Cindy Bowman-Condor, seconded by Keith Fernsler to pay the bills for the month of March 2007. Motion carried.**

Council adjourned at 9:45p.m.

Respectfully submitted,

Cara Fisher  
Secretary

## MAY 7, 2007

The regular meeting and the public hearing on proposed Ordinance No. 276 of the Cleona Borough Council was held on the above date with President Eric Notter presiding. The meeting was called to order with the Lord's Prayer and the Pledge of Allegiance. Members attending were Keith Fernsler, Cindy Bowman-Condor, Calvin Boyer, Larry Minnich, Mike Peiffer, and Richard Fields. Also attending was Mayor Jack Hartman and Solicitor Fred Wolf.

### Appearances:

David J. Tshudy, Esquire from Reilly, Wolfson, Sheffey, Schrum, & Lundberg on behalf of Daniel and Kelly Geeseman

Anthony Nestico, Esquire from Nestico & Druby Lip on behalf of Paul Brown.

Karen L. Blouch, RMR Reporter

### **SOLICITOR**- Fred Wolf:

Fred Wolf announced that a court stenographer would be transcribing the record of the regular borough business and will create a record for the public hearing for ordinance consideration. We have advertised the public meeting on the ordinance for 8 PM. At this point, the borough council is going to conduct its business as it normally does.

At 8 o'clock there will be several provisions of Ordinance No. 276 that will be considered, one of which is an amendment to a Zoning Ordinance. When we get to the public comment period and consideration, we are going to take the Zoning Ordinance first. At the end of each section, after we review what's being considered and taking everyone's comments, the Borough Council will vote either on adoption of that portion of the amendment, rejection of that portion of the amendment, or to table it if council feels that there are other studies or other considerations that need to be taken into account. If anyone would like to pay for and receive a copy of these proceedings, they are available.

The regular meeting started with the review of the Secretary minutes for the April 2, 2007 meeting. **The motion was made by Keith Fernsler, seconded by Cindy Bowman Condor to approve the minutes from the April 2, 2007 Council Meeting. Motion carried.**

Cindy Bowman-Condor presented the Treasurer's Report for approval, and the copy of the Treasurer's Report is attached with the minutes from the meeting. **A motion was made by Richard Fields, and seconded by Keith Fernsler to approve the Treasurer's report from the month of April 2007. Motion carried.**

## **Cleona Borough Council Minutes**

**May 7, 2007**

**Page 2**

### **FIRE COMPANY- Doug Hartman:**

Doug submitted a detailed report for the month of April 2007.

There were 24 incidents with a total of 125.19 man hours during the month of April 2007. Also, there were 40.41 man hours at non-incident activities and 222.10 at training activities for April 2007. Total man hours for all operations were 387.7.

A Request was made by the Union House Fire Company Fire Police for assistance at Memorial Day Parade on May 26, 2007. Request directed to go through police department. Mayor Hartman will take care of it.

### **FIRE COMPANY PRESIDENT- Amy Hartman:**

Amy Hartman presented the Financial Statement to Cindy Bowman-Condor for April as well as May 2007.

Both Amy and the Fire Chief worked several hours to submit a Federal Assistance to Firefighters Grant. Two separate grants were needed. One was submitted for \$650,000 to replace the engine with a quint. A second application was submitted to upgrade Self Contained Breathing Apparatus (SCBAS) which we got through the last grant, that need to be updated. It normally takes a few months until we here whether we have been approved or rejected, will keep the council updated on status.

Richard Fields asked if the funds from the disbanded Women's Auxiliary were received by the Fire Company. Contact was made with Lee Scheib, one of the last remaining officers. A message was left that what needs to be done is to make a check payable and submit it to the Fire Company for the amount that is in their current checking account. Other funds will be turned over once their investments mature.

### **POLICE DEPARTMENT- Mayor Hartman:**

A copy of the Police Department Report is attached to the Minutes.

A bike rodeo was held on Saturday, May 5, 2007 with seventeen kids showing up. The seventeen kids had a good time and a brand new bicycle was given away that was donated by the bike shop. If you have little ones, I encourage you to bring them to the bike rodeo next year, it's a fun day.

### **CITIZENS COMMENTS**

Ron Blackman of 25 East Walnut Street wanted to know who was responsible for street improvements. Calvin Boyer responded that he was responsible. Mr. Blackman expressed dissatisfaction of a pothole in front of his home, which has not been addressed. Inquired on how much liquid fuel tax moneys the Borough received from the state. Calvin Boyer respond \$38,000 a year, and that there is a paving project being done. Mr. Blackman expressed frustration with potholes in his street, which is also on a crosswalk for children

## **Cleona Borough Council Minutes**

**May 7, 2007**

**Page 3**

to go to school on Walnut Street. Mr. Blackman inquired as to what contractor had been chosen to take care of the pot holes and how soon the work would start. Calvin Boyer responded that Hackman Paving was the contractor, and that the work would start in June. Fred Wolf explained the process to receive approval for spending the liquid tax money. A representative from Penn Dot gave their approval to move ahead with the bidding and the successful bidder was Hackman Paving. Because we are using Super Pave which is a new Penn Dot requirement, they have a new cut off date which is somewhere around October. Going into the new year, we can't do any paving with Super Pave until May 1<sup>st</sup>. An inspector from Gary Matthews's office will be doing the inspection along with Calvin Boyer and any decisions that need to be made in the field, Calvin Boyer will be responsible for.

Ian Blanche of 29 South Mill Street expressed his concern about a house adjacent to him on Mill Street that has been left abandoned and in disrepair by his estimate, 35 years. Mr. Blanche announced that his neighbor, Charlie Kreiser of 35 South Mill Street, who was present, had lived near this property his whole life. Mr. Blanche, speaking on behalf of his neighbor, Mr. Kreiser, expressed frustration that he had attended countless meetings about the condition of the property. He expressed that currently they have cats, rodents, excrimination, and people urinating up the side of the property. Eric Notter commented that there are several properties this one included, that are infested with animals and rodents, and have become a harboring ground for minors. Fred Wolf presented different options, some where funding has dried up; but with the Council considering the International Property Maintenance Code, which is number 3 on our agenda of ordinances, would allow the Borough to get an inspector and go on the property, make a list of what needs to be done and the time period it will take to accomplish these tasks. Inspector will mandate to the property owner the schedule and the list. The inspector usually goes back every 30 days and checks those items off that have been completed. If they are finished they are removed from the list. If they are not, they go further for enforcement whether that is to go to court, fines, or whatever is necessary.

Ian Blanche, Charlie Kreiser, Rich Soliday of 449 Mill Bridge, and Byron Marshall of 28 Walnut Mill Lane expressed their concerns about the speeding on Mill Street. Asked what was being done to control speeds on Mill. Mayor Hartman addressed the issue. To date the police department has run three speed traps on Mill with one speeder caught. Mr. Blanche questioned when and length the speed traps were set-up. The Mayor explained to the group due to the size of our police force is unable to set up traps for extended times. The officers on duty have other responsibilities for coverage of the borough. The Mayor asked Mr. Soliday if he could give him a call and pick him up next time they run a speed trap. Mr. Soliday was in agreement. Mr. Blanche asked if the borough could position a speed monitor that would visual indicate to the driver his speed. The Mayor said at this time we do not have access to that type of monitor.

Elmer Henise of 226 West Penn Avenue wanted to talk about exiting ordinances and why they are not being enforced. His main concern was the ordinance regarding trimming of trees, eight feet above sidewalks and fourteen feet above main streets. Main concern is

the intersection of Wilson and Mill. Line of sight is blocked by Pine tree. Mr. Henise also expressed concern with junk on properties along Union Street from Wilson to Mill Street. Also along Union Street are dogs which bark and carry on when walkers go by them. Senior citizens use Union Street to walk. Eric Notter responded that three to four times a year Keith Fernsler, Chief Barry, and the Mayor goes throughout the community and make recommendations on tree that need to be trimmed. Council also relies on citizens to call borough hall, so we can respond. Because trimming of trees is expense we try to give the property owner time to address the issue. Keith Fernsler, who heads our Shade Tree Commission, will check those areas.

### **PUBLIC HEARING**

At 8:00 p.m. the public hearing on Ordinance No. 276 began. Solicitor Wolf announced the following:

1. The Ordinance and public meeting was advertised as required and the proof of publication has been made a part of the record of the proceedings.
2. A copy of the proposed Ordinance has been provided to the Lebanon Daily News and the Lebanon County Legal Journal.
3. A thirty (30) day advance notice of the Ordinance has been given to the Lebanon County Planning Department and the Cleona Borough Planning Commission, and the comments in response to the notice have been made a part of the record of these proceedings.

The Borough Council accepted questions and comments on each section of the proposed Ordinance, and they will be a part of the transcribed record which will be on file with the Borough.

The Borough Council voted on each section of the Ordinance as follows:

**Section XIV - Upon motion duly made by Richard Fields and seconded by Mike Peiffer, the section of the Ordinance was not adopted and was rejected.**

**Section I – Upon motion duly made by Mike Peiffer and second by Larry Minnich, the section of the Ordinance was duly adopted as an amendment to the Code Ordinances of the Borough of Cleona.**

**Section II - Upon motion duly made by Mike Peiffer and second by Keith Fernsler, the section of the Ordinance was duly adopted as an amendment to the Code Ordinances of the Borough of Cleona.**

**Section III - Upon motion duly made by Mike Peiffer and second by Larry Minnich, the section of the Ordinance was duly adopted as an amendment to the Code Ordinances of the Borough of Cleona.**

**Section IV - Upon motion duly made by Keith Fernsler and second by Cindy Bowman-Condor, the section of the Ordinance was duly adopted as an amendment to the Code Ordinances of the Borough of Cleona.**

**Section V and VI – Upon motion duly made by Mike Peiffer and second by Keith Fernsler, the section of the Ordinance was tabled for further consideration and study. If considered for adoption in the future, the section will be subject to re-advertisement and public hearing prior to adoption.**

**Section VII - Upon motion duly made by Mike Peiffer and second by Keith Fernsler, the section of the Ordinance was tabled for further consideration and study. If considered for adoption in the future, the section will be subject to re-advertisement and public hearing prior to adoption.**

**Section VIII - Upon motion duly made by Mike Peiffer and second by Keith Fernsler, the section of the Ordinance was duly adopted as an amendment to the Code Ordinances of the Borough of Cleona.**

**Section IX - Upon motion duly made by Richard Fields and second by Larry Minnich, the section of the Ordinance was duly adopted as an amendment to the Code Ordinances of the Borough of Cleona.**

**Section X - Upon motion duly made by Larry Minnich and second by Keith Fernsler, the section of the Ordinance was duly adopted as an amendment to the Code Ordinances of the Borough of Cleona.**

**Section XI - Upon motion duly made by Larry Minnich and second by Cindy Bowman-Condor, the section of the Ordinance was duly adopted as an amendment to the Code Ordinances of the Borough of Cleona.**

**Section XII - Upon motion duly made by Cindy Bowman-Condor and second by Larry Minnich, the section of the Ordinance was duly adopted as an amendment to the Code Ordinances of the Borough of Cleona.**

**Section XIII - Upon motion duly made by Richard Fields and second by Keith Fernsler, the section of the Ordinance was duly adopted as an amendment to the Code Ordinances of the Borough of Cleona.**

**PROPERTY – Richard Fields:**

Insurance Check of \$ 5,801.63 was received for damage done inside building from roof leaking. A pole in the back of Borough Hall which has our electric service attached to is leaning. I have been in contact with Met Ed to see if it is their responsibility or ours.

## **Cleona Borough Council Minutes**

**May 7, 2007**

**Page 6**

Since the voting machines are small, the Borough Council meeting room will be used for the election coming up.

### **FINANCE – Cindy Bowman-Condor:**

Borough Insurance is coming up for renewal in August. For this year, I will have to get two or more quotes.

Disaster planning meetings will be the second Tuesday of the month starting July.

### **HIGHWAY - Cal Boyer:**

Hackman is planning to pave in June. Howard Neuin will be appointed the inspector for the project. Cal has the authority to make changes based on conditions of area. His spending is up to the budget approved by Council.

Sam Fortner from Butler called about lack of signage on Mill Street. They requested an overhead sign at the intersection. Signs were ordered for Borough. Eric Notter will check to see if that sign was ordered.

### **RECREATION – Mike Peiffer:**

Playground opens on Monday, June 11<sup>th</sup>. That will be the first day for Denise (Playground Director) and our first movie night.

Met with Charlie Firestone; went through the whole facility and reviewed job description. If job becomes too overwhelming for Charlie; we do have another gentleman to assist.

Meeting scheduled this Friday with Charlie Kircher and Laura Rickenderfer from the Soil Conservation District Office to review our soil erosion plan for our walking path along the creek. Benches have been moved along path and are secured to the ground.

We will be sending out a fundraiser letter this year. Last year we asked for time from the community.

Need approval to put the sign up at Lebanon Valley Farmers for movie night. We want to put it up from June 1<sup>st</sup> through October 21<sup>st</sup>. After movie nights are over, we then put the fall festival sign up. **Mike Peiffer made a motion, second by Keith Fernsler, to put the sign up at Lebanon Valley Farmers. Motion carried.**

Mike will be putting together an ad hoc committee to assist the recreation board with activities.

### **SAFETY – Larry Minnich:**

A meeting was held with police on negotiating the police contract. Discuss on meeting will need to be discussed in executive session.

**CODE ENFORCEMENT/SANITATION – Keith Fernsler:**

Shade Tree commission will be going out this month, starting with the south side. Mr. Henise will be asked to join Keith and Steve Harclerode as they go through the community.

Annville Township has been contacted about Leaf collection in Cleona Borough. They would like a letter of request and a map of the borough, which they can present to their Township Commissioner. Also, I am looking into green waste pick up beginning in October. This will be done every other year so it would be the opposite year of bulk pick up.

**SOLICITOR – Fred Wolf:**

No Additional information

**UNFINISHED BUSINESS**

Civil Service Commission made up of Don Hopple, Chairperson, Bob Corle, Secretary, and Keith Fernsler, has run the add for police officer. After review, there is some additional information needed when running the ad in the paper. Two resumes' were received from the ad.

Council was asked to consider whether or not to charge for the Borough Council Meeting Room. We do it for the playground for outsiders. There are expenses attached to the room. Council will consider it at a later date.

**A motion was made by Richard Fields, seconded by Keith Fernsler to pay the bills for the month of April 2007. Motion carried.**

Council adjourned to Executive Session at 11:30 p.m.

Respectful Submitted  
Kerry L. Rohland  
Borough Manager

# June 4, 2007

The regular meeting of the Cleona Borough Council was held on the above date with President Eric Notter presiding. The meeting was called to order with the Lord's Prayer and the Pledge of Allegiance. Members attending were Keith Fernsler, Richard Fields, Cal Boyer, Mike Peiffer, and Larry Minnich. Also attending was Mayor Jack Hartman, Borough Manager Kerry L Rohland, and Solicitor Fred Wolf.

**Secretary Minutes** - A copy of the court stenographer Transcript of Proceedings (232 pages) from May 7, 2007, was presented at the meeting. A condensed version of this Transcript will presented to the council for approval at July's meeting.

The Treasurer's reports was presented for May and corrections for April. **A motion was made by Mike Peiffer, seconded by Richard Fields to approve the Treasurer's report from the months of April revised and May 2007. Motion carried.**

## **FIRE COMPANY** – Doug Hartman:

Doug submitted a detail report for the month of May 2007.

There were 22 incidents with a total of 303.1 man hours during the month of May 2007.

## **FIRE COMPANY PRESIDENT**

No Report

## **POLICE DEPARTMENT** – Mayor Hartman:

A copy of the Police Department Report is attached to the Minutes for May 2007.

Police Department received a pair of new Military grade Night Vision Goggles to be used for searches at night and surveillance. Goggles were covered 100% by a grant from the Federal Government.

Officer Henning attended free training on Terrorism and was equipped with several thousand dollars worth of protective and tactical equipment. Equipment covered 100% by a grant from the local Terrorism Task Force.

Officer Henning completed his update training.

## **CITIZEN'S COMMENTS**

Harold "Chip" Schwalm, Cleona Borough Sewer Authority provided an update on the proposed increase in sewer rates. Sewer Authority serves 843 customers. The rate

## **Cleona Borough Council Minutes**

**June 4, 2007**

**Page 2**

increase is the first in the last 10 yrs. Due to a 30 year old sewer system; the Sewer Authority sees a need to increase the reserve. Goal is to build reserve to one million dollars over the next 10 years. The average increase will be \$ 7.00 per month.

Dan Geesaman of 336 East Maple Street asked for street addresses to be assigned for his two lots on east Pine Street. Addresses assigned were: 533 and 537 East Pine Street.

**A motion was made by Keith Fernsler, second by Mike Peiffer to approve the street assignments. Motion carried.** Kerry Rohland will inform the post office.

### **BOROUGH MANAGER REPORT**

Kerry Rohland gave a summary of personal background and first two weeks on the job. Thanked everyone for their support.

Signs are ready to be delivered by Daniel B. Kreig. Signs will be delivered the early part of June. They would be interested in bidding on the installation of signs. Kreig is a certified Penn DOT installer. To give us a quick estimate, Kreig would need to know what surface (ground, concrete, asphalt) the sign is anchored in. A per sign estimate would be given, instead an hourly rate. Kerry will get information to Kreig. Cal Boyer received a per hour rate from Annville Township. Cal will provide information he had with Kerry. There was an upgrade from a six inch to eight inch brackets to support the signs

To assist in communication with Borough maintenance person, Council discussed the use of two way radios to contact Charlie Firestone. Portable radios would allow Charlie to contact Kerry Rohland from work site.

### **PROPERTY DEPARTMENT – Richard Fields:**

Received estimate from EMC Insurance for the settlement for the roof damage of \$11,344.31. Fred Wolf reviewed options. **A motion was made by Richard Fields, second by Mike Peiffer to accept the estimate as provided by EMC. Motion carried.**

Fred Wolf reviewed bid specs from NRC and a copy of the specs used when the Fire Company Roof was replaced. Important factor is to have specs written to guarantee the warranty and length of warranty. Richard Fields recommended that a detailed spec as done for Fire Company Roof be obtained. Fred Wolf and Kerry Rohland will meet with a Carlisle Roof representative to update the specs for review at next council meeting.

Received compliments on holding the voting in the council meeting room instead of the garage area.

A past member of the disbanded Ladies Auxiliary approached Richard Fields about the status of the remaining monies from the Auxiliary to the Fire Company. Some Monies

## **Cleona Borough Council Minutes**

**June 4, 2007**

**Page 3**

are tied up in investments and will be released as they mature. If the past member has any questions on the status, they should contact Jim Snell.

### **FINANCE DEPARTMENT**

No Report

### **HIGHWAY DEPARTMENT** – Cal Boyer:

Paving Contractor will start in June 18. Contact list was provided for paving project. Cal, Kerry and Howard Neuin, Inspector will be main contact.

Cal received new information for Sealing Grants. Cal expressed the importance of sealing of streets. Cal will forward information to Kerry Rohland

### **RECREATION DEPARTMENT** – Mike Peiffer:

Mike inquired if there were any dates left for Kerry to attend a DNCR Grant workshop. Last workshop on pamphlet was June 6<sup>th</sup>. Not able to attend.

Playground will open Monday, June 11, 2007. This will also be the first movie night. “Happy Feet” will be the first movie.

New Auxiliary Committee has been started, made up of 9 other residents. This group will assist with Fall Festival, Movie Nights, and other special events.

In response to the fund raiser letter sent, contributions to date have been over \$1,200.00.

DNCR Grant has been switched from 2 year to 5 year delivery. Walking Path has been worked on over the last 3 years. Majority of path will be a barefoot walking path, grass covered. Signs will be used to designate the path. Path beginning at the wooded area and along the creek will be excavated and stoned. Met with Department of Soil Conservation and received approval from the Department of Environmental Protection (DEP). Waiting for letter from DEP. Contractor has been chosen with work to be completed by a week. Ken Wolf has cleared the underbrush to make it easier to install path. Robert Long, neighbor across the creek, was notified of the project.

Friday night, June 1, lightning struck a tree causing the bark to peel. Tree will be removed.

A Teen Dance will be held on June 29<sup>th</sup> from 7:30 pm to 10:30 pm. Jack Hartman will assign an Officer Henning for this dance. Security will also be provided by 10 other people. Dance will be held at Tennis Courts with a DJ. Playground Area will be cautioned taped off just like was done at Fall Festival. Wristband will be issued to allow admittance and re-admittance. Teen dance is an attempt to reach out to this age group.

**Cleona Borough Council Minutes**

**June 4, 2007**

**Page 4**

Grant for the 2 to 5 year old play area had a list of deliverables. Contract was provided to Fred Wolf for his review. Because of it being a state grant, compliance with ADA was required. A path way (crushed stoned or blacktop) will needed to be constructed from parking lot to play area.

A letter was sent to Pennsy Supply asking for a donation of stone.

Three dates were selected to meet with truck drivers in the borough. Jim Atkins will be contacted to set-up meeting.

**SAFETY DEPARTMENT – Larry Minnich:**

Items needed to be discussed in Executive Session.

**CODE ENFORCEMENT – Keith Fernsler:**

Checked for samples of Curfew on Skateboarding (times allowed). Initial findings are there ordinances banning skateboarding in general and curfews separately, but nothing jointly.

Two people have resigned from the Shade Tree Commission. The two remaining people, Steve Harclecrode and Keith have been out giving notices. The Fire Chief will provide assistance by using men training to drive equipment. They will check for compliance in the borough by using their truck, with antenna, is 14 feet high.

Richard Fields has received complaints about cats on property at Mill Street. Contact shelter to trap cats. Property falls under our newly adopted International Property Maintenance Code. Chris Miller, a certified inspector, of the Department of Public Safety will be contacted to see if Borough can use him on an isolated basis. Cleona Cleaners property should be checked.

Safety issue with Go Karts on Maple Street was presented by Richard Fields. Because they sit so low, people will not be able to see them. Police Department should be notified when they are out.

**SOLICITOR'S REPORT – Fred Wolf:**

Julie Chaney of the Lebanon County Planning was contacted about the County suggested revision on Borough Zoning Ordinances. Lebanon County Planning will provide suggestions within the next 30 days.

Ordinances passed at last Council meeting have been appropriately signed and copies filed with the Lebanon County Planning and Lebanon County Legal Journal. Original Copy is retained in Borough Office. A copy will be provided for the police department

**Cleona Borough Council Minutes**

**June 4, 2007**

**Page 5**

book of ordinances. At the end of the year, updated ordinances and ordinance books will be given to the codifiers to update.

With Cara's departure as Borough Secretary, her role, to sign minutes and witnessing the Council President's signature, needs to be filled. Question was posed if Kerry L Rohland as Borough Manager/Treasurer should also be Secretary? **A Motion was made by Keith Fernsler, second by Richard Fields to make Kerry L Rohland, Borough Manager/Treasurer/Secretary. Motion passed.**

As part of Dan Geesaman's development of his two lots, a driving permit should be issued. Kerry will check with Lebanon County Planning if this will be part of his building permit.

Litigation and Personnel issues will be discussed in Executive Session.

**UNFINISHED BUSINESS**

Civil Service Commission – Completed May's Council Meeting

**OTHER BUSINESS**

Charging for use of Council Room – **A motion was made by Mike Peiffer, second by Larry Minnich, to approve the charging of \$25 per meeting of the council room, except for Non-Profit Cleona Organizations. Motion passed.**

Lebanon County sent letter to ask if there are any charges for use of Borough Hall for voting. Decided there would be no charge.

No further business discussed.

Council went into executive session at 8:31 pm.

**A motion was made by Richard Fields and second by Keith Fernsler, to pay the bills for the month of May 2007. Motion Carried**

Meeting Adjourned 9:45 p.m.

Respectively Submitted  
Kerry L Rohland  
Borough Manager

# July 2, 2007

The regular meeting of the Cleona Borough Council was held on the above date with President Eric Notter presiding. The meeting was called to order with the Pledge of Allegiance and the Lord's Prayer. Members attending were Keith Fernsler, Richard Fields, Cindy Bowman-Condor, Cal Boyer, Mike Peiffer, and Larry Minnich. Also attending was Borough Manager Kerry L Rohland, and Solicitor Fred Wolf.

Borough Manager Minutes were presented for May (Summary of Stenographers Document) and June 2007. **A motion was made by Keith Fernsler, second by Mike Peiffer to approve the Borough Manager's minutes for May and June 2007. Motion carried.**

The Treasurer's report was presented for June. **A motion was made by Richard Fields, seconded by Cindy Bowman-Condor to approve the Treasurer's report June 2007 with the change of street signs expense being transferred from the General Fund to the Highway fund in July's report. Motion carried.**

## **FIRE COMPANY – Doug Hartman:**

Doug submitted a detail report for the month of June 2007.

There were 31 incidents with a total of 303.1 man hours during the month of May 2007.

## **FIRE COMPANY PRESIDENT**

June Report for the Fire Company was given to Cindy Bowman-Condor.

No Updates on Ladies Auxiliary Funds.

## **POLICE DEPARTMENT – Eric Notter:**

A copy of the Police Department Report is attached to the Minutes for June 2007.

## **CITIZEN'S COMMENTS**

Pam Miller representative of the Annville Cub Scouts requested the use of the Borough Council Meeting Room for their Fall Round-up sign up. The Council Meeting room was reserved for September 6<sup>th</sup> 2007. Goal is to get enough children to restart the Cleona Pack. Cindy Bowman-Condor will include an article in the fall news letter for the Cub Scouts. Pam Miller will notify the Borough Office with phone number and information for Cub Scouts.

## **Cleona Borough Council Minutes**

**June 4, 2007**

**Page 2**

### **Citizen's Comments Continued**

Dorothy Moyer of 110 East Penn Ave raised concerns about Union Alley behind her home. Prior repair of Union Alley stopped at her residents. The blacktop is starting to break up due to water damage. This is starting to impact her driveway. Since paving is being done in the Borough would Borough consider repairing Alley next to her drive way. Cal Boyer had checked the area and determined that the alley in this area is getting worn. Kerry Rohland, Borough Manager explained the plan, as reviewed with Cal, on the current paving project was to first address the main streets and intersections in Cleona. The South Center Street/Chestnut Street intersect was more involved than expected. After talking with our contractor Warren Hackman and Howard Neuin, Kerry proposed to the council an alternate plan for Union and Liberty Alley. Since alley ways are not traveled as heavy as the main streets, the milling and topping of the alleys could be done for half the cost. The initial projected alleys cost of over \$12,000 dollars could be reduced in half. PennDot approved materials would be used, but since we are changing the specs/scope of the project, to use Liquid Fuel Monies we would have to resubmit and bid the work. Council determined to address Mrs. Moyer concern by using Grant money or monies out of the general budget. Kerry will work with Terry Beibleheimer, PennDot Representative on remaining areas in Union and Liberty Alley.

Nicole Soliday-Blanche of 29 South Mill Street asked for an update on inspection of property next to their property which would fall under the International Property Maintenance Code Ordinance No. 276 passed by Council in May 2007. Keith Fernsler explained the Borough was in the process of arranging an agreement with Lebanon City to secure the services of their inspector on an as needed bases. Chris Miller, Deputy Fire Commissioner, would be willing to do the inspections once the agreement was signed.

### **BOROUGH MANAGER REPORT**

On June 20<sup>th</sup> attend first meeting of Borough and Township Managers. This group meets monthly. Nancy Moran, Interim Director of Lebanon County EIT, has been attending our meetings to update us and ask for suggestions on how they can serve the municipalities better. Meetings have and will provide a way to network with other managers.

The Mill Street sign for the intersection of Penn Ave and Mill Street was not in the initial order. PennDot was contacted about the specs for the sign. Daniel B. Krieg, Inc was able to make the sign and had it delivered to us within 3 days. C.M. High picked the sign up and should have it installed by the end of the week.

With the completion of the Center Street/Chestnut Street intersection today, the approved street paving project will be complete. Billed to date is \$43,933.98 with the Center Street/Chestnut Street projected at \$15,933.98. The total is \$59,774.13 with a remaining balance of \$5,225.87.

## Cleona Borough Council Minutes

June 4, 2007

Page 3

Borough Manger's Report continued

A meeting with GLRA (Greater Lebanon Refuse Authority) is schedule on July 19<sup>th</sup> to review for Grants and Public Awareness Programs.

Research has started for purchasing a second computer and financial software. Our current financial package is old and antiquated. Inquired with other municipalities on their software packages; Northern Lebanon Township uses QuickBooks, Annville Township and North Londonderry uses Peachtree, and Jonestown Borough uses QuickBooks. I am leaning towards QuickBooks. The needs of the Cleona Borough Authority are being considered for the second computer. A proposal will be given at a future meeting.

Civil Service – Ads were run and three additional applications for the police officer opening were picked up. They were not returned as of today. The written test has been ordered and will arrive by July 6<sup>th</sup>.

I asked Corinne Koons of Miracle, if they would be able to supply us with replacement parts for the swings. She reported that Miracle parts would not work. I will look into fabrication of replacement parts.

Charlie Firestone has reported he has a shoulder problem. He will be on restricted duty until the problem is identified.

### PROPERTY DEPARTMENT – Richard Fields:

Richard provided literature to the Council members which he had picked up at the recent Borough State Conference.

Richard reported that we have a local office, located on Cornwall Road, for USDA rural development. Program provides aid for development of Boroughs.

Information was provided on sealing of cracks in streets. The advantage of material is it comes in liquid form, which makes it easier to apply. D B Kreig handles the material.

A spec for the roof replacement from Gable was not sufficient to use in bidding process.

Fire Company requested to install a washer to wash their gear in the basement. The Fire Company will pay for the electrical and water hook-up. The washer was obtained from Lebanon Valley College. **A motion was made by Richard Fields, seconded by Larry Minnich to allow the Fire Company to install a washer in the basement of the Borough Hall. Motion carried.**

**FINANCE DEPARTMENT – Cindy Bowman-Condor:**

Cindy will provide the insurance bids for the Borough at the next meeting. Current insurance runs through the middle of August.

The disaster planning committee will start meeting with the first meeting schedule for next Thursday, July 12<sup>th</sup>.

**HIGHWAY DEPARTMENT – Cal Boyer:**

Cal reported that the weeds around the curbs are getting bad. The Borough Maintenance Person sprayed in the past. Kerry is reviewing with Charlie about obtaining a pesticide license.

Storm Drain cleanup needs to be monitored. Cal and residents in his area have been cleaning drains near them.

Summer is a good time to repair the remaining potholes. If patched and sealed properly, the patch should hold. Sealer cost approximately \$29.00 a bucket. Cal will get a price to Kerry on patching remaining potholes.

**RECREATION DEPARTMENT – Mike Peiffer:**

Two quotes were received for replacement of drinking fountain at the playground. Mike gave the go ahead to order from APR.

The Teen dance was held with 30 kids turning out. We expected a better turnout. Goal was to reach out to this age group. If we have another dance, we will look into other avenues of advertising, possible radio advertising.

Movie nights are going very well. We are averaging around 100 to 130 people per night.

Excavation of walking path will begin on July 23<sup>rd</sup>. The installation of path will take approximately one week. Made a formal request to Pennsy Supply for donation of stone, but was turned down.

Police department has requested the use of the playground for National Night Out, on August 7<sup>th</sup> between 6:00 and 8:00 PM. Playground has been reserved for them.

The total collected for the fund raiser this year has been \$ 2,615.

## **Cleona Borough Council Minutes**

**June 4, 2007**

**Page 5**

We have received a \$ 3,000 grant in the form of a gift card from Home Depot. This will be used towards the purchase of new picnic tables.

We have been trying to set up a meeting with the truck drivers. Did given them a list of dates, but no response except for one the day of the time. Will go back and try to schedule a meeting with the truck drivers.

A legal bill covering multiple years was received for the work done on Park and Recreation grant. The reason the billing was done like this was the grant allowed for the submission of legal fees. Mike requested that billing, or a year to date of charges would be submitted at least at the end of each year.

Denise Kramer has done a very good job at the playground. To dress up the bathrooms, she has painted murals in each one.

### **SAFETY DEPARTMENT – Larry Minnich:**

An update on Police negotiations will be discussed in Executive Session.

### **CODE ENFORCEMENT – Keith Fernsler:**

International Property Code – Chris Miller has been contacted and is willing to do the inspections for us at a cost of \$ 45.00 per hour. Charges could be recovered if property owner is sited. There are currently three properties on our list: 21 South Mill Street, 18 East Maple Street, and property formerly known as the Cleona Cleaners on North Washington Street. An agreement is in process.

Keith contacted Julie Cheney from Lebanon County Planning to inspect the property on 201 East Maple. Initial finding by her is as follows: an unmarked car was found on the property which she will take care of notifying the owner. The property is listed as a single dwelling. She will contact the owner, who lives in Lebanon for additional information and inspection.

Annville Township has been contacted about interest in the Borough's leaf clean-up for this year. Kerry contacted them about doing our green waste pick-up.

Shade Tree Commission – Keith has been around the south side of Cleona. Keith is waiting for feedback from the Fire Company which has been out checking properties. Keith will contact Mr. Henise, who expressed interest at an earlier meeting, about his interest in serving on the commission.

**SOLICITOR'S REPORT – Fred Wolf:**

Roof Bid – Kerry, Richard Fields and me met with Bill Gable about updating the specs used when bidding the Fire Company roof. The feedback from Bill was not sufficient for the type of bid we need. Kerry will put old bid into a Word file. He will then contact and review the document with a representative from Carlisle Roof. The document will be updated and presented at our next meeting.

Paving Project – Reviewed the process as follows: review the measurements and amount with our inspector for his approval. Submit form to PennDot representative for his approval to use Liquid Fuel monies. After approval from PennDot, vendor can be paid.

Julie Cheney from Lebanon County Planning will be giving us a proposal for updates on our zoning ordinances.

Roof Damage – Fred talked with our representative and was told check would be issued. The check has not been received as of this meeting.

On old business – Follow up on the water line installed on East Pine Street. Has anyone from the water company contacted the Borough about repair of the street? Cal Boyer has been in contact with them with no success. Kerry will contact Mr. Beers by e-mail.

Lebanon County EIT (Earned Income Tax) – The municipality managers will be making a list of request for the EIT to assist on verifying on amounts collected. Updates probably will be forthcoming as the managers meet with the representatives from Lebanon County EIT. The Lebanon County EIT was formed by the local school districts. A board was formed with each school district having representation.

**UNFINISHED BUSINESS**

Civil Service Commission – Information discussed earlier in the meeting

**OTHER BUSINESS**

Council went into Executive session.

**A motion was made by Richard Fields and second by Keith Fernsler, to pay the bills for the month of June 2007. Motion Carried**

Meeting Adjourned 8:57 p.m.

Respectively Submitted  
Kerry L Rohland  
Borough Manager

## August 06, 2007

The regular meeting of the Cleona Borough Council was held on the above date with President Eric Notter presiding. The meeting was called to order with the Pledge of Allegiance and the Lord's Prayer. Members attending were Keith Fernsler, Cindy Bowman-Condor, Cal Boyer, and Mike Peiffer. Also attending was Borough Manager Kerry L Rohland, and Solicitor Fred Wolf.

Borough Manager Minutes were presented for July 2007. **A motion was made by Keith Fernsler, second by Mike Peiffer to approve the Borough Manager's minutes for July 2007. Motion carried.**

The Treasurer's report was presented for July 2007. **A motion was made by Keith Fernsler, seconded by Cindy Bowman-Condor to approve the Treasurer's report for July 2007. Motion carried.**

### **FIRE COMPANY – Doug Hartman:**

Doug submitted a detail report for the month of July 2007.

There were 19 incidents with a total of 62.44 hours. Total hours for all operations during July were 589.21 hours.

Light on the pole in front of the station needs repair.

Car Show and Pig Roast is being planned for September 15<sup>th</sup> at 3:00 PM and ending at 9:00 PM. This is a joint venture with the Neversink Fire Company. Doug requested street closures for the event (Cleona Boulevard and Grant Street).

Installation of washer will be coordinated with the Police Department for access to basement through the garage area.

Jurisdiction of Fire Police was discussed. Two members of the Fire police were made inactive due to not fulfilling the minimum requirement of the Fire Department.

### **FIRE COMPANY PRESIDENT - Amy Hartman**

July Report for the Fire Company was given to Cindy Bowman-Condor.

Ladies Auxiliary Funds have not been released due to a release form, to be signed by Mrs. Scheib, not being provided by Attorney James Snell. If Attorney Snell does not provide the release form by mid- August, an appointment will be made with the Judge to enforce the court order. Fred Wolf will follow up with Penny.

**POLICE DEPARTMENT – Chief Barry**

A copy of the Police Department Report is attached to the Minutes for July 2007.

National Night Out will be held at the Cleona Playground on August 7, 2007 from 6:00 PM to 8:00 PM. A Black Hawk helicopter is scheduled to appear this year.

E-mail was received from Melanie and George Houtz of 6 West Chestnut inquiring when a truck drivers meeting was scheduled. Chief Barry had addressed and noise issue with their trucks running early in the morning. Chief Barry asked the Houtzs to park their trucks behind the Borough Hall on Cleona Boulevard if they intend to leave early in the morning. Dates will be given to Kerry Rohland to arrange a meeting with the truck drivers in Cleona to determine areas to park.

Don Hopple, Chairman of the Cleona Civil Service Commission, presented a recap of the process in the finding a candidate for the Cleona Police Officer opening. After extensive testing, written, oral, agility, and an extensive background check, the two qualifying candidates were ranked by the Civil Service Commission. After discussion between Borough Council, Fred Wolf and the Civil Service Commission Committee (Don Hopple and Keith Fernsler), Borough Council selected the highest ranked candidate, Matthew Bartal, for appointment. Thomas Elliott of 34 Willow Avenue asked if the candidate must reside in Cleona. The response was that they must reside within 25 miles of the Borough. **A motion was made by Cindy Bowman-Condor to hire Matthew Bartal as police officer contingent on him passing the psychological and physical exam. A roll call vote was called: Mike Peiffer – Yes, Cal Boyer – Yes, Cindy Bowman-Condor – Yes, Keith Fernsler – abstained, Eric Notter – Yes. The motion was passed.**

**CITIZEN'S COMMENTS**

Thomas Elliott of 34 Willow Avenue asked who he should direct concerns about sidewalks, trees, and shrubs in his neighborhood. This falls under code enforcement. Mr. Elliott was instructed to contact Kerry Rohland at the Borough Office with specific concerns. Kerry then will direct it to the proper person.

**BOROUGH MANAGER REPORT - Kerry Rohland**

On July 30<sup>th</sup>, 2007, I attended a meeting with Municipality managers and representatives from the Lebanon County EIT (Nancy Moran, Interim Director, Gary Watts, Chairman of the Board, Member from their legal counsel, and a new hire). The topics discussed were as followed:

1. Agreements with Municipalities – no agreements could be found only ordinances passed to give the Lebanon County EIT authority to collect taxes.

**Borough Manager Report Continued**

2. Requested Municipalities representatives on the Board – Initially would discuss the possibility of two non-voting representatives. Municipalities would like voting representation on the Board. This would require changes in the Lebanon County EIT by-laws.
3. Municipalities requested reporting to validate what was collected for each municipality. Nancy Moran will continue to work with Municipal managers on these reports.
4. Municipalities concern about next years budgets – What income does the municipalities budget for next year?

Municipalities have experience a shortfall of revenues this year. Will check where the Borough stands after we receive our check in August.

Union Alley paving was discussed. To use Liquid Fuel Monies, Kerry will get three quotes to pave areas originally identified by Cal Boyer. Yearly grant money can be used to repair Union Alley behind Mrs. Moyer property.

Kerry thanked Cal Boyer for providing a good contact for the development of roof specs for the Borough Hall. A booklet provided by Marty McHale of Quality (Carlisle Roof Represented) showing the condition of the roof was available for review. Marty also identified some areas in the building which needed attention. Charlie Firestone has started to address those issues. A bid package was presented to the council for review. The roof project will be advertised in the local paper for three consecutive weeks. Bids will be due August 31, 2007 by 12:00 noon, with public opening at 12:30 PM. The contract will be awarded at our September 10, 2007 council meeting at 8:00 PM.

Kerry talked with a representative from North Lebanon Township about QuickBooks Pro 2007. They were pleased with the software and currently have 6 users on the system. The price of the software at Staples with the rebate would be approximately \$ 129.99 per user. The council was in agreement with the purchase of the software. Kerry will proceed with the purchase. Kerry will check with Cleona Sewer Authority on their needs, before ordering the second computer in the office. Kerry will get pricing through the State Piggy-back program.

Attended the Grant Workshop sponsored by Senator Mike Folmer on July 26<sup>th</sup> and learned what opportunities are available to the Borough through state services.

Kerry picked up pesticide licenses literature at the Agricultural Center located on Cornwall Road in Lebanon. The next exam in Lebanon is scheduled for

**Borough Manager Report Continued**

November 2, 2007. There are two parts to the exam the core and the area of specialization. I will check with Charlie about obtaining this license.

Leaf Collection will be done by Annville Township starting in November. Les Powell of Annville Township has been very helpful with small projects within the Borough which we are not equipped to handle.

**PROPERTY DEPARTMENT – No Report**

**FINANCE DEPARTMENT – Cindy Bowman-Condor:**

Cindy provided the insurance bid of \$32,582 for the Borough from Bowman's Insurance. There is an increase of \$824 over last year. The main factor for the increase was a new appraisal being done on the Borough Hall Property. **A motion was made by Cindy Bowman-Condor to accept the bid from Bowman's Insurance of \$32,582, second by Keith Fernsler. Motion carried.**

Cindy's goal is to have the Borough Newsletter out by the first week in September.

Cindy will have budget worksheets out for the September council meeting.

A meeting for disaster planning was held last month to review the adopted Lebanon County plan. Cindy shared there are some items that must be addressed by the Borough. Next meeting will be held August 9, 2007 at 7:00PM.

**HIGHWAY DEPARTMENT – Cal Boyer:**

The size of street sign at the intersection Mill Street/Penn Avenue is hard to see, especially at night. The sign purchased was recommended by PennDot. The street signs purchased for the corners, that are waiting to be installed, will aid on identifying this intersection.

**RECREATION DEPARTMENT – Mike Peiffer:**

There are three more movie nights including tonight. The movies are Open Season, Flushed Away, and the last being Cars.

The day programs at the Playground with Denise will end as of August 17<sup>th</sup>.

**Cleona Borough Council Minutes**  
**August 6, 2007**  
**Page 5**

**Recreation Department continued**

The walking paths are complete as far as excavation. The remaining perimeter paths will be signed.

The \$3,000 Home Depot grant was used to purchase the material to construct picnic tables. With a contingent of volunteers, the tables were constructed in 4 hours.

Fall Festival is set for October 6<sup>th</sup> from 4:00 pm to 9:00 pm. A burn permit will have to be obtained which the Fire Chief needs to sign.

Fund raiser this year has raised \$ 3,465 against a goal of \$3,500. Through the fund raiser, additional volunteers were obtained.

**SAFETY DEPARTMENT – No Report**

**CODE ENFORCEMENT – Keith Fernsler:**

On leaf clean-up, we will get firm dates from Annville Township when they will be in the Borough.

Green waste pick-up is scheduled for October 3 with an overflow date of October 4. Fogleman will be doing the pick-up at the same cost as last year.

International Property Maintenance Code – The agreement has been signed with the City of Lebanon, Chris Miller, Deputy Fire Commissioner, to perform the inspections on an as needed basis. Kerry will contact Chris to inspect three properties identified in the Borough.

**SOLICITOR'S REPORT – Fred Wolf:**

Fred highlighted the terms and rates of the agreement with City of Lebanon for Chris Miller's services.

Fred has been waiting on Lebanon County Planning on Zoning Updates. Julie Cheney is still working on it. Fred will ask someone to attend the September Council meeting.

The council will have to reenact EMST Tax ordinance to update it for changes regarding income requirements, new forms, and deduction off payroll at the rate of \$1.00 per weekly payroll or \$ 2.00 per biweekly. This will go in affect as of January 2008.

Sewer Authority is looking into purchasing a new bicycle rack in memory of John Habecker.

**Cleona Borough Council Minutes**  
**August 6, 2007**  
**Page 6**

**Solicitor Report continued**

Form of Police Contract is being reviewed for language and content. After this review, a copy will be presented to Borough Council for adoption.

**UNFINISHED BUSINESS**

Civil Service Commission – Information discussed earlier in the meeting

**OTHER BUSINESS**

**A motion was made by Keith Fernsler and second by Cindy Bowman-Condor, to pay the bills for the month of July 2007. Motion Carried**

Meeting Adjourned 8:38 p.m.

Respectively Submitted  
Kerry L Rohland  
Borough Manager

# September 10, 2007

The regular meeting of the Cleona Borough Council was held on the above date with President Eric Notter presiding. The meeting was called to order with the Pledge of Allegiance and the Lord's Prayer. Members attending were Richard Fields, Larry Minnich, Keith Fernsler, Cindy Bowman-Condor, Cal Boyer, and Mike Peiffer. Also attending was Borough Manager Kerry L Rohland, and Solicitor Fred Wolf.

Borough Manager Minutes were presented for August 2007. **A motion was made by Keith Fernsler, second by Cindy Bowman-Condor to approve the Borough Manager's minutes for August 2007. Motion carried.**

The Treasurer's report was presented for August 2007. **A motion was made by Keith Fernsler, seconded by Cindy Bowman-Condor to approve the Treasurer's report for August 2007. Motion carried.**

Earned Income Tax Revenue is down from last year by \$31,205 (Last Y-T-D \$175,834 vs. Current Y-T-D \$144,629).

## **FIRE COMPANY – Amy Hartman:**

Amy submitted a detail report by Doug for the month of August 2007.

There were 31 incidents with a total of 96.52 hours. Total hours for all operations during August were 259.24 hours.

A reminder was give about the Car Show and Pig Roast this Saturday, September 15<sup>th</sup> And the approved street closures to hold this event.

## **FIRE COMPANY PRESIDENT - Amy Hartman**

August and September's Reports, the Last Budget, and Investment Statements for the Fire Company were given to Cindy Bowman-Condor.

Ladies Auxiliary Funds have been released. The total amount received was \$51,008.28. At the last Fire Company meeting, it was voted to put the money in their investment account for the purpose of purchasing fire apparatus. Monies are currently invested with Fulton Financial. A meeting with another investment advisor is schedule to look at different avenues.

Amy referred to an e-mail the Fire Chief sent to the Borough Office about the General Liability and a gas card for a new vehicle. In the past the Borough has provided this insurance and gas card for new fire apparatus. Kerry Rohland explained that the e-mail caught him off guard.

## **Cleona Borough Council Minutes**

**September 10, 2007**

**Page 2**

### **Fire President continued**

After talking with several council members, the Borough Council was not aware of any new purchase of a SUV. Amy explained the vehicle was to be used for first response to an incident (fire, accident, etc.) to assess the scene of that incident. This was to replace an old police cruiser which was retired a couple of years ago. Since the fire company is partially fund by taxpayers' money, several council members expressed their concern and reminded Amy of their fiduciary response abilities to the residents of Cleona Borough. Out the discussion came the line of communication needs to improve on both sides. Even though the fire company is a separate entity, we are all one serving the same community.

### **POLICE DEPARTMENT – Mayor John Hartman**

A copy of the Police Department Report is attached to the Minutes for August 2007.

Trick or Treat night will be held official on October 31, 2007.

Lebanon County Planning got back to the Mayor about the Mamozic property located on West Pine Street. The property is zoned commercial and a junk dealer is an allowed use. Mr. Mamozic said he would be cleaning up the property.

### **CITIZEN'S COMMENTS**

Floor was opened to Citizen's comments. There were no comments.

### **BOROUGH MANAGER REPORT - Kerry Rohland**

Representatives from LEMA (Lebanon County Emergency Management Agency) delivered a questionnaire and a Resolution for NIMS (National Incident Management System). They are gathering this information from the municipalities to roll up into a county report, which will roll up into a report for the state, and finally to the federal level. The resolution is the Borough agreeing to implement the National Incident Management System. The benefit in passing this resolution would be that in a declared emergency or disaster the Borough would be able to participate in the pool of federal funds available for disaster relief. **A motion was made by Keith Fernsler, seconded by Larry Minnich to accept Resolution 09102007, Implementing the National Incident Management System. Motion carried.**

On September 5, 2007, Chris Miller, contracted through the City of Lebanon, inspected the 3 properties identified as possible violation of the International Property Maintenance Code (IPMC). The Mayor, Chief Barry, Eric Notter, and I were present during these inspections. The three properties were in disrepair with Chris asking us to tape off areas in danger of collapse. Chris hand delivered three reports today on his findings. The reports were distributed for council review.

## Cleona Borough Council Minutes

September 10, 2007

Page 3

### **Borough Manager continued**

Fred Wolf stated once the inspections are completed, the next step would be a notice of violation would be given to the owners with the list of items needed to bring the properties in compliance with our Ordinance and time schedule to complete. If the owner would not comply, we would pursue through the court a court order requiring the property owner to bring properties into compliance. Under the Ordinance, we would be allowed to recoup of all cost including the fees charged by Chris Miller related to the court proceedings. Kerry will provide a resolution on a schedule of fees at the next meeting. Kerry proposed Chris Miller, contracted through the City of Lebanon, as the Borough's Code Enforcement Officer regarding IPMC. **A motion was made by Keith Fernsler, seconded by Richard Field to appoint Chris Miller, contracted through the City of Lebanon, as the Borough's Code Enforcement Officer for IPMC. Motion carried.**

Union Alley Paving Project – The project has been approved by Penn Dot (Terry Beibleheimer) to use liquid fuel monies. Quotes were received from 4 contractors. Hackman Paving gave the lowest quote at \$13.00 per square yard. Hackman Paving will start during the week of September 17, 2007. There will be a gap of a few days between the milling of the alley and actual paving. Mrs. Dorothy Moyer was contacted about her driveway. She will pay for the repairs on her driveway.

The State Auditor was here last week to audit the Police Pension. She identified that our joinder agreement needed to be updated. I contacted Mockenhaupt, actuarial for the pension, and PSAB (Pa State Association of Boroughs), manager of pension, to update our joinder agreement. When I receive the draft copy, I will send it to Fred Wolf for his review and approval.

Les Powell from Annville Township has helped us with replacing signs in concrete. Les would also be willing to help us with the installation of the signs purchased this year. Annville Township commissioners would like to have a written agreement between the two municipalities on the rates. A rate sheet was provided to the council. Billing of their services will be on a monthly basis. Kerry will pursue getting a written agreement.

The street signs are now on the property to be installed. All signs in concrete will be installed first due to rental of bit for drilling. PA One Call will be made before installation occurs.

QuickBooks software was purchased and installed on laptop. Kerry met with William Oyster, Faren Garcia & Garman, PC, to review chart of accounts and their compliance to Chart of Accounts for Pennsylvania Municipalities. Kerry will review Borough's Chart of Accounts and send a copy to William for his review and approval. With QuickBooks, report generation and looking up information will be so much easier.

Borough currently has three funds: General Fund, Capital Fund, and Highway Fund (Liquid Fuel). After discussion with Eric Notter, Kerry recommend the Park and

**Borough Manager continued**

Recreation would have a separate Fund. The reason for a separate fund is to track revenue flows from contributions to the Park and Recreation.

**PROPERTY DEPARTMENT – Richard Fields:**

According to Met Ed, the electric pole outside of the Borough Hall belongs to the Borough. Richard Fields stated the pole is in need for replacement. Since the pole carries the electric line to the property, Met Ed will be contacted again.

Richard Fields has brought in three independent contractors for recommendation on the furnace at the borough hall. The contractors are willing, at a charge, to draw specs up for the heating system. Richard Fields stated it would cost a minimum of \$ 300 to \$ 400. Cal Boyer talked with two representatives from Bowman's Plumbing about reconditioning the current furnace as an alternative. Eric Notter stated when the state inspector was in the Borough Hall, the state inspector recommended replacement of the furnace. Harold Bowman of 409 West Penn Avenue asked whether the hot water requirements of the fire company being considered. Mr. Bowman suggested the use of gas instead of oil, because gas has minimum maintenance. Discussion continued with the separation of hot water heater and the boiler (furnace). Fred Wolf recommended getting Bowman's in to develop specs with input from Richard Fields, Kerry Rohland, and whoever else is on the committee. Kerry and Richard will call Bowman's to start preliminary discussion.

**FINANCE DEPARTMENT – Cindy Bowman-Condor:**

Cindy Bowman-Condor distributed budget worksheets. Cindy requested the budget worksheets turned into her no later than the next council meeting.

Newsletter went out. Cindy asked if everyone had received their copy.

The next disaster planning meeting is scheduled for September 13, 2007 at 7:00 PM.

**HIGHWAY DEPARTMENT – Cal Boyer:**

.Cal discussed about the sealing of cracks in the streets. Cal also discussed the weed spraying between the curb and street. The grass and weeds if not addressed can cause serious damage to the streets.

Eric asked Cal to check the area around Mill Street/South Locust Street/South Wilson. The street in this area is extremely narrow and is concerned for Fire Company and garbage trucks to navigate. Eric and Cal will study for possible solution.

**RECREATION DEPARTMENT – Mike Peiffer:**

Fall Festival is Saturday October 6<sup>th</sup> from 4:00 to 9:00 PM. Mayor John Hartman will provide police coverage and set up the finger print station. Mike asked for a motion to put up the Fall Festival sign at the bank. **A motion was made by Mike Peiffer, seconded by Richard Fields, to put up the Fall Festival Sign at the Fulton Bank starting September 11<sup>th</sup> through October 6th. Motion passed.**

Eric asked Kerry to send a letter (courtesy notice) to the United Methodist Church asking the church to notify us when signs are being placed along Penn Avenue.

Mike reported that Keith Fernsler, Kerry Rohland and himself met with the truck drivers. There were three drivers present. We had good dialogue back and forth. Jim Atkins is trying hard to find solutions to the parking situation (i.e. dropping trailers at alternate locations, parking on Pine and North Washington Street, Mill Street, etc.). Discussion continued between the council members with the possibility of the Cleona Cleaners being used. The council decided to monitor the truck situation for a couple of months.

Mike expressed concern about a fulltime person employed elsewhere to perform the scope of work required for the Janitor/Maintenance Person. Mike expressed that volunteers have performed task that normally would be the responsibility of the Maintenance person. Eric Notter understood the concern and explained with the reorganization, combining both positions that occurred earlier this year things did not work out according to plan. After earlier discussion between Eric and Kerry, the solution developed is to provide a seasonal helper dedicated to Recreation and Park during the peak season. This is not to say that either employee could go back and forth between the Borough and Park. The budget for 2008 will be prepared accordingly. Kerry asked Mike for any assistance on developing the hours for the Park and Recreation.

Revenue and Expense Report has been updated and was tied back into the general ledger.

**SAFETY DEPARTMENT – Larry Minnich**

The police old and the proposed contract for the police were present to council. Fred Wolf marked the proposed contract where changes were made from the old. Larry asked Matt Rager, police council and Fred will meet to review language changes. Council would review with any questions being answered and presented for possible vote at next meeting.

**CODE ENFORCEMENT – Keith Fernsler:**

Two weeks ago Keith and Chief Barry were out on a Saturday morning and wrote 16 warning notices regarding shade trees.

**Code Enforcement continued**

Larry Minnich recommended Keith to have the East Maple Property reviewed for possible violation of code. Julie Cheyney from Lebanon County Planning did the initial investigation.

**SOLICITOR'S REPORT – Fred Wolf:**

Julie Cheyney, Lebanon County Planning, dropped packets for council for council review for possible recommendation on changes on zoning ordinances.

Fred shared with council the proposal from the Sewer Authority to place a bike rack at the playground in memory of John Habecker. The plan will review with the Park and Recreation committee. Authority also proposed to pave around the bike rack and the dumpster.

With the changes to the EMS tax, Fred stated that the Borough Council will have to be adopted by ordinance in December to reflect these changes. Fred is waiting for the state mandated provisions for this ordinance.

Fred recommended that Cal should contact the current contractors for snow removal to review the snow removal procedure and logistics.

**UNFINISHED BUSINESS**

Roof Bid – Bids were opened on August 31, 2007 at 12:30 PM. We had seven bidders for the project. Low bidder was Gable and Son Construction with a base bid of \$43,400. A spreadsheet was proved for council with all contractors and their bid prices. Kerry reviewed the unit prices and addressed some of the concerns with going with a tapered insulated roof. **A motion was made by Richard Fields, seconded by Keith Fernsler to award the contract to the low bidder, Gable and Son Construction, contingent upon Gable and Son Construction providing a performance and payment bond and a certificate of insurance. Motion carried.**

Council went into executive session at 9:53 PM

**OTHER BUSINESS**

**A motion was made by Richard Fields and second by Keith Fernsler, to pay the bills for the month of August 2007. Motion Carried**

Meeting Adjourned 10:20 PM

Respectively Submitted  
Kerry L Rohland  
Borough Manager

# October 01, 2007

The regular meeting of the Cleona Borough Council was held on the above date with President Eric Notter presiding. The meeting was called to order with the Pledge of Allegiance and the Lord's Prayer. Members attending were Richard Fields, Keith Fernsler, Cindy Bowman-Condor, Cal Boyer, and Mike Peiffer. Also attending was Borough Manager Kerry L Rohland, and Solicitor Fred Wolf.

Borough Manager Minutes were presented for September 2007. **A motion was made by Keith Fernsler, second by Mike Peiffer to approve the Borough Manager's minutes for September 2007. Motion carried.**

The Treasurer's report was presented for September 2007. **A motion was made by Keith Fernsler, seconded by Cindy Bowman-Condor to approve the Treasurer's report for September 2007. Motion carried.**

Two items on the receipt report are pass through items; the State Pension Contribution and the State Volunteer Fireman Association of \$13,248.98.

## **FIRE COMPANY – Amy Hartman:**

Since the month ended as of mid-night last night, no incident report was submitted for this month. Two reports will be submitted next month.

Chief requested a copy of Council Meeting Minutes. He had been receiving them in the past.

A borough resident had contacted Amy about Officer Henning giving written notices on trees that needed trimming. On Friday, a representative from the Fire Company was riding with him. Officer Henning stated to the resident he has a representative of the Fire Company. Residents are now asking if the Fire Company is assisting on these notices. Clearance from the Chief would have to be obtained in advance if the Fire Company is asked to assist in this process. It was determined that the individual was riding along as a private citizen.

## **FIRE COMPANY PRESIDENT - Amy Hartman**

Financial data was not available since the Fire Company is only meeting tomorrow. In the future detailed information will not be provided at this council meeting. Books are open to anyone and anybody is welcomed to attend our meetings.

Amy wanted to clarify at least to the council members, one statement that was made in the newspaper relating to being one entity. She believes we are one entity as far as our goals are for the community, but the Fire Company has its own incorporation, by-laws

## **Cleona Borough Council Minutes**

**October 1, 2007**

**Page 2**

Fire Company President continued

and continues to operate as it has in the past. In the past council did not require prior approval of expenses.

The Fire Company's Fund drive letter will be going out in the next week. This drive typically raises around \$12,000 to \$15,000. Fire Company is hoping comments made in newspaper is not damaging to this drive.

Car Show/Pig Roast preliminary profit is \$1,031. This will be split between Cleona and Neversink. Looked at his event as a community event and did not expect a large profit. Cleona Fire is looking into doing a joint raffle with Neversink in January as a fund raiser.

### **POLICE DEPARTMENT – Eric Notter, acting Mayor**

A copy of the Police Department Report is attached to the Minutes for September 2007

### **CITIZEN'S COMMENTS**

Floor was opened to Citizen's comments. There were no comments.

### **LEBAON COUNTY PLANNING – Julie Cheyney**

Julie Cheyney reviewed letter and packet submitted to council dated September 10<sup>th</sup>, 2007 on recommended updates to Cleona Zoning Ordinances.

Julie purposed updating ordinances for No Impact Home base businesses.

Julie asked council for consideration on R-1 area along Route 422 corridor for exception of conditional use for business and professional uses. This would allow council to determine rather than the zoning hearing board. Council decided to leave it the way it is.

Reviewed parcel owned by LVDEC (North of railroad tracks) which is currently zoned as agricultural. To leave parcel zoned as agriculture, LVDEC could ask for a variance to the zoning hearing board. Julie asked council if they would want to consider writing the ordinance (Conditional Use) to give control to council. Council will keep this under consideration.

Flood District Zoning will be updated with current language.

Other items were reviewed by Julie for council consideration.

Julie will provide a copy of the final form for Council to review at the next meeting (November). After Council review, the final form would be advertised, allow for public review, and an open hearing would be held with Julie giving a brief presentation.

**BOROUGH MANAGER REPORT - Kerry Rohland**

International Property Maintenance Code – Kerry reviewed the next step after the inspectors report is submitted to the municipality. A NOV (Notice of Violation) letter is sent to the property owner with timelines to rectify the violations. A meeting will be schedule with Chris Miller’s office to review and sight the code in the NOV letter. A certified inspector would then go out to ensure the property owner is complying. A copy of Resolution 10012007 (IPMC fee schedule) was provided for council approval. Fred Wolf reviewed the purpose of the fee schedule.

**A motion was made by Keith Fernsler, seconded by Mike Peiffer to accept Resolution 10012007 pending the correction on wording for Borough instead of Township. Motion carried.**

Paving project of Union Alley is completed.

Snow removal meeting will be held October 17, 2007 at 9:30 am at the Borough Hall

Lech Brothers express interest in street sign installation.

State Auditor for Police Pension final day will be October 2, 2007. The auditor recommended an updated joinder agreement. A draft copy of the joinder agreement was sent to PSAB for final draft.

We received a Performance and Payment Bond from Bill Gable for roof project. Bill Gable is looking at an October 22 start date. Installation would take approximately 6 days.

A payroll service was hired (Paychex) to provide a better service to employees (direct deposit, etc.) and payment of tax liabilities would be there responsibility. The cost would be approximately \$1,200 to \$1,500. Reduce the errors and late payments of tax bills.

Kerry reviewed gas key situation and findings from Meyer Oil. Kerry will update list to reflect current fleet.

**PROPERTY DEPARTMENT – Richard Fields:**

Mr. Fields restated the start date for the roof, October 22, 2007.

Mr. Fields and Kerry will schedule a meeting with Bowman’s about specs for the furnace.

The trees at the corner of Cleona Boulevard and Walnut were removed. We checked to make sure they were not in memorial.

**Cleona Borough Council Minutes**

**October 1, 2007**

**Page 4**

**FINANCE DEPARTMENT – Cindy Bowman-Condor:**

Eric requested copies of the Fire Company financials given to Cindy.

The revenue portion of the Budgets was handed out by Cindy. Cindy broke the Real Estate Mills for the budget as follows: 12 mill to General Fund and 1 mill to Capital Fund.

Each revenue line items were reviewed by Cindy. Earned Income Tax was budgeted lower by approximately \$35,000.

Expenses were reviewed and preliminary amounts determined. Kerry and Cindy will get together to review remaining budgeted items

**HIGHWAY DEPARTMENT – Cal Boyer:**

Cal asked permission from council to repair potholes. Estimated cost would be approximately \$1,500 to \$2,000. Cal also has sprayed around the curbs for weeds and grass on Garfield and Pine.

Cal also would like to see the cracks sealed. D.B. Krieg will be called for pricing for a 55 gallon drum of sealer. They also sell an applicator.

**RECREATION DEPARTMENT – Mike Peiffer:**

Fall Festival is Saturday October 6<sup>th</sup> from 4:00 to 9:00 PM. Cargill is paying for bouncer at the Festival. Certificate of insurance was provided.

Mike and Kerry will discuss a few items on Park and Recreation line items.

**SAFETY DEPARTMENT – Larry Minnich not present.**

No Report

**CODE ENFORCEMENT – Keith Fernsler:**

Green Waste pickup is October 3<sup>rd</sup> with an overflow of October 4<sup>th</sup>.

**SOLICITOR'S REPORT – Fred Wolf:**

Fred handed out a draft of the new proposed Police Contract with a copy of the old for Council review. Fred would like to provide copies of a final draft before next meeting for council to vote.

Council went into executive session at 10:32 PM

**OTHER BUSINESS**

Mr. Fields asked that a copy of the police schedule should be provided for Borough Office.

**A motion was made by Richard Fields and second by Keith Fernsler, to pay the bills for the month of September 2007. Motion Carried**

Meeting Adjourned 10:40 PM

Respectively Submitted  
Kerry L Rohland  
Borough Manager

# November 5, 2007

The regular meeting of the Cleona Borough Council was held on the above date with Vice President Richard Fields presiding. The meeting was called to order with the Pledge of Allegiance and the Lord's Prayer. Members attending were Keith Fernsler, Cindy Bowman-Condor, Cal Boyer, Larry Minnich and Mike Peiffer. Also attending was Borough Manager Kerry L Rohland, and Solicitor Fred Wolf.

Borough Manager Minutes were presented for October 2007. **A motion was made by Keith Fernsler, second by Cindy Bowman-Condor to approve the Borough Manager's minutes for October 2007. Motion carried.**

The Treasurer's report was presented for October 2007. **A motion was made by Cindy Bowman-Condor seconded by Mike Peiffer to approve the Treasurer's report for October 2007. Motion carried.**

Kerry presented a new detail financial report by fund with a projection for the remainder of the year.

## **FIRE COMPANY CHIEF'S REPORT – Doug Hartman**

There were a total of 30 incidents in October; 9 within the Borough.

Mike Peiffer thanked the Fire Company for their assistance at the Fall Festival.

## **FIRE COMPANY PRESIDENT - Amy Hartman**

The Fire Company received the State Allocation check for The Fireman's Volunteer Relief Fund.

The Fire Company applied for a State Grant. The amount of \$30,000 was submitted with an anticipated amount of around \$ 10,000 expected.

Open House was held for Fire Prevention Week. There was a mediocre turnout.

Fund Drive has raised just under \$ 5,000 after the first three weeks.

## **POLICE DEPARTMENT – Mayor Hartman**

A copy of the Police Department Report is attached to the Minutes for October 2007.

Trick or Treat night went well without any reported incidents.

## **Cleona Borough Council Minutes**

**November 5, 2007**

**Page 2**

### **Police Department Continued.**

Officers were trained in house by the Chief on extended baton and pepper spray use. Officers are now certified.

Observation by Mayor that most of the trees have been trimmed that were requested to do so.

Richard Fields thanked the police department for their help with the Renova Center.

### **STECKBECK ENGINEERING – Josh Weaber**

A public presentation was given by Josh on Municipalities Storm Sewer Systems. This is a requirement by DEP for our MS-4 permit.

### **CITIZEN'S COMMENTS**

Gene Montgomery of 28 West Penn Avenue presented a report to each council member. Gene started his presentation with a question to council of Why they chose to become council members. The report contained the following: Borough budget worksheets, analysis of total contribution of the Borough to the Fire Company, and analysis of Borough mowing versus outside vendor. Discussion about the budget worksheets were why the 2005 and 2006 numbers did not tie back into the auditors report. Response by Cindy Bowman-Condor was that some line items were included in the budget worksheet which should not have been included. Kerry responded that his goal was to tie back into the auditors report (2006 was already done). Gene expressed overall concern about the people who are on a fixed income. According to the initial numbers, the Borough is looking into another tax increase. Gene questioned the amount the Borough was contributing to the Fire Company in total (including use of building, utilities, insurance, etc.) based on the number of calls within the Borough versus mutual aid responses. Discussion continued about the purchase of the Command Vehicle by the Fire Company. Both Amy and Doug Hartman discussed the rational in the purchase. Council response overall was the amount of contribution to the Fire Company and all departments were under review due to the shortfall created by the loss of Earned Income Tax. The analysis on mowing by the Borough versus outside contractor was performed in the past, but will be re-visited.

Michael Keefer of 117 South Harris Street wanted further clarification on the Ordinance passed on number of dogs allowed in areas zoned residential. Michael was concern about kennels (breeding) being done in residential areas. Fred Wolf responded by explaining the purpose of the ordinance was councils further defining acceptable uses in residential areas. Michael also asked what was the rational behind making recycling mandatory. Fred Wolf explained to qualify for State Grant monies the Borough had to be in compliance.

## **Cleona Borough Council Minutes**

**November 5, 2007**

**Page 3**

### **Citizens' comments continued**

Tom Elliot of 34 Willow Ave asked the question of how many seats were up for election and how many candidates there were. The answers were four seats were to be filled with four candidates running.

Jim Atkins of 119 East Penn Avenue wanted to update council on the truckers continued efforts to finding alternative parking.

### **BOROUGH MANAGER REPORT - Kerry Rohland**

Meg Weaver, Borough Clerk, has been out for the last two weeks. Meg will be out at least until November 16<sup>th</sup>.

Gas keys for vehicles have been reconciled with Meyer Oil. Old keys have been deleted out of Meyer Oil system. A current list has been produced.

On October 18<sup>th</sup>, Kerry attended the annual Lebanon County Township Meeting. This was the first year Boroughs were invited. Nancy Moran, Executive Director of EIT, gave an update on EIT. The Borough can expect a decrease of 20 to 25% of income in future years.

With switching to Quickbooks, the Borough will not be paying \$2,114.70 yearly on the maintenance agreement for Libra.

Green Waste pickup went into the second day. The cost did go to the maximum amount of \$ 4,000.

Leaf cleanup started earlier than stated in the newsletter. Center Street and Chestnut Street were being picked up once a week to prevent storm sewers blockage, Budget was reviewed with Les Powell from Annville Township. Les has been great to work with on leaf cleanup. Leaf cleanup should stay within budget. Schedule for leaf cleanup is as follows: Tuesday – Southwest, Wednesday – Southeast, Thursday – Northeast, and Friday – Northwest.

### **PROPERTY DEPARTMENT – Richard Fields:**

A maintenance agreement was signed for the furnace and units on the roof (\$ 663).

Richard Fields was given a tentative date to start the roof of mid-November.

Richard Fields and Kerry will be meeting with Bowman's about specs for the furnace on November 19<sup>th</sup>. We will be looking at all alternatives.

**Cleona Borough Council Minutes**

**November 5, 2007**

**Page 4**

**Property continued**

Richards Fields requested permission to submit for reimbursement of mileage for State PSAB Convention.

Julie Cheney has been contacted about possible sale and uses of building next to Richard Fields on Maple Street.

**FINANCE DEPARTMENT – Cindy Bowman-Condor:**

Cindy handed out the preliminary copy of the budget for 2008. Revenues and expenditures were reviewed. Cindy mainly focused on Earned Income Tax and EMST Tax. Larry Minnich questioned the State Police Fines. Kerry and Mayor Hartman will check into this. Cindy turned focus on Healthcare for police and Borough Office personnel. Specifics on regarding police contract would be done in executive session. Expenses were reviewed by line item. Cindy and Kerry determined to allow the council members more time to review their department; a working session should be scheduled. A date was set for November 12<sup>th</sup> at 7:00 PM. Kerry will have the notice of meeting, advertised in the newspaper.

**HIGHWAY DEPARTMENT – Cal Boyer:**

Cal had nothing to report at this time.

**RECREATION DEPARTMENT – Mike Peiffer:**

Fall Festival was a large success, with record attendance. The event went without incident. Mike thanked the police department for their support.

The 5 to 12 year old play area will be installed on December 1<sup>st</sup>. The grant has a matching requirement. Volunteer's time can be deducted from the Borough's matching amount. To be compliant with ADA a path needed to be installed. Martin Paving was low bidder to install a pave pathway.

**A motion was made by Cindy Bowman-Condor; to award the paving to Martin Paving pending final approval based on Martin's providing performance and payment bonds, second by Mike Peiffer. Motion passed. Mike Peiffer has been authorized to sign contract as Borough representative.**

**SAFETY DEPARTMENT – Larry Minnich:**

Larry items needed to be discussed in Executive Session.

**Cleona Borough Council Minutes**

**November 5, 2007**

**Page 5**

**CODE ENFORCEMENT – Keith Fernsler:**

Keith had nothing to report on codes.

Church requested permission to place signs at Penn Ave/Lincoln from the last week of November through December 8<sup>th</sup> for a tree lighting ceremony.

**SOLICITOR'S REPORT – Fred Wolf:**

Fred reviewed information from Julie Cheney, Lebanon County Planning. Proposed council to wait until Lebanon County does their updates. Council will take ordinances under consideration after the first of the year.

Fred reviewed Police Pension Joinder Agreement. Council will adopt as ordinance at the December meeting.

The Local Service Taxes will need to be adopted by ordinance. This ordinance will also be presented for adoption at the December meeting.

Ordinances: Police Joinder Agreement, Local Service Taxes and any Millage increase will be advertised before December meeting.

**NEW BUSINESS**

**A motion was made by Mike Peiffer to adopt Resolution Number 11052007 waving the police contribution to the pension since no payment was required, second by Larry Minnich. Motion passed.**

Council went into executive session at 10:06 PM

**A motion was made by Larry Minnich and second by Mike Peiffer, to pay the bills for the month of October 2007. Motion Carried**

Meeting Adjourned 10:50 PM

Respectively Submitted  
Kerry L Rohland  
Borough Manager

## December 3, 2007

The regular meeting of the Cleona Borough Council was held on the above date with President Eric Notter presiding. The meeting was called to order with the Pledge of Allegiance and the Lord's Prayer. Members attending were Richard Fields, Keith Fernsler, Cindy Bowman-Condor, Cal Boyer, Larry Minnich and Mike Peiffer. Also attending were Mayor John Hartman, Borough Manager Kerry L Rohland, and Solicitor Fred Wolf.

Borough Manager Minutes were presented for November 2007. **A motion was made by Keith Fernsler, second by Mike Peiffer to approve the Borough Manager's minutes for November 2007. Motion carried.**

The Treasurer's report was presented for November 2007. **A motion was made by Richard Fields seconded by Keith Fernsler to approve the Treasurer's report for November 2007. Motion carried.**

Kerry presented a new detail financial report by fund with a projection for the remainder of the year to show projected ending balances for the year.

### **FIRE COMPANY CHIEF'S REPORT – Doug Hartman**

There were a total of 32 incidents in November; 12 within the Borough. Total man hours for all operations during November were 434.43 hours.

### **FIRE COMPANY PRESIDENT - Amy Hartman**

Amy submitted the following reports: Fire Company Budget, Fire Relief Budget and Investments.

Fire Company meetings are held the last Tuesday of each month at 6:30 pm, except for December which is the second Tuesday.

On December 17, Santa Claus will be traveling through the Borough starting at 6:00 pm.

### **POLICE DEPARTMENT – Mayor Hartman**

A copy of the Police Department Report is attached to the Minutes for November 2007.

Mayor reported that the recent power failures in the Borough were attributed to wires melting together, causing a short, around the Lebanon Sewer Plant.

**CITIZEN'S COMMENTS**

Bruce Kohr, Chairman of the Zoning Hearing Board, of 125 North Garfield Street expressed his concern over the recent appeal and overturn of the Zoning Board ruling. Bruce asked even though a representative from Lebanon County Planning attends and gives some direction, if the board could have some legal representation. Since Fred Wolf is the solicitor for the Borough Council, Bruce was advised to select a different solicitor to be presented and approved by Borough Council. Fred Wolf will provide a handout to Bruce with some general guidelines for the Zoning Hearing Board.

Ali Firoozmand of 316 East Chestnut Street wanted to thank the Cleona Fire Company for the prompt response to the medical assistance at his residence.

**BOROUGH MANAGER REPORT - Kerry Rohland**

Meg Weaver, Borough Clerk, resigned as of November 16<sup>th</sup>.

Leaf Clean-up is going well with total dollars spent of \$8,076.75.

State Police fines of \$ 1,161.95 will be received later in December.

Kerry presented the following agreements for council approval:

- C.M. High (Traffic Light Maintenance) - \$740 vs last years \$ 703 an increase of \$37 or 5.3%
- Faren, Garcia & Garman (Auditor) - \$5,000 vs last years \$4,800 and increase of \$200 or 4.2%.

Council approved both agreements.

**PROPERTY DEPARTMENT – Richard Fields:**

Richard Fields asked if there was any follow up to a Grant through Maureen Gingrich's Office. Kerry or Richard will follow up on this grant.

**FINANCE DEPARTMENT – Cindy Bowman-Condor:**

The MPO is schedule for 2009. This includes the replacement of the traffic light standards.

Cindy mentioned that Josh Bressler had contacted her about Community Service Projects in Cleona. She mentioned the possibility of some work at playground or assist with curb painting. Scott will contact either Mike Peiffer or Kerry Rohland.

**Cleona Borough Council Minutes**

**December 3, 2007**

**Page 3**

Finance Department continued:

A final copy of the 2008 Cleona Borough Budgeted was handed out and reviewed. **A motion was made by Cindy Bowman-Condor to adopt the 2008 Cleona Borough Budget as presented, second by Larry Minnich. Motion passed with Cal Boyer opposing the adoption.**

**HIGHWAY DEPARTMENT – Cal Boyer:**

Cal had nothing to report at this time.

**RECREATION DEPARTMENT – Mike Peiffer:**

The 5 to 12 year old play area was installed on Friday and Saturday. On Saturday the volunteers started at 7:30 am and finished up around 9:00 pm. Three elements were put together with a Miracle representative on site to inspect the work. Mulching and timber work needs to be completed.

**SAFETY DEPARTMENT – Larry Minnich:**

The proposed police contract for 2008, 2009 and 2010 was handed out and reviewed by the council.

**A motion was made by Larry Minnich to adopt the 2008,2009, 2010 Police Contract as presented, seconded by Cindy Bowman-Condor. Motion passed with Cal Boyer opposing the adoption.**

**CODE ENFORCEMENT – Keith Fernsler:**

Keith shared that he had contacted Chris Miller's Office regarding Notice of Violations (NOV) based on the International Property Code. Due to budget cutbacks, Diane, who would have assisted with the Notice of Violations, was laid off. Diane did provide copies of recent NOV for our reference. Keith and Kerry will get together to write NOV for the three properties inspected by Chris Miller.

**SOLICITOR'S REPORT – Fred Wolf:**

Fred shared the combine stance taken by the Municipalities on issues with Lebanon County EIT. A December 12<sup>th</sup> meeting was scheduled between Lebanon County EIT and municipalities (solicitors, managers, etc) to work on the issues.

Fred gave an update on the Land and Subdivision Ordinance for Lebanon County. Julie Cheyney will be planning on attending our January or February meeting to present the updates. Council will receive updates for review prior to Julie attendance.

**NEW BUSINESS**

Ordinance No. 278, increasing the Real Estate Millage to 17.3 mills for 2008 was presented to Council for review and consideration.

**After review by Council, A motion was made by Cindy Bowman-Condor to adopt Ordinance No. 278 increasing the Real Estate Millage to 17.3 mills for 2008, second by Larry Minnich. Ordinance No. 278 was adopted by Council with Cal Boyer opposing.**

**UNFINISHED BUSINESS**

Ordinance No. 277 adopting the new Local Services Tax was presented to Council for review and consideration.

**After review by Council, a motion was made by Richard Fields to adopt Ordinance No. 277, Local Service Tax, second by Cindy Bowman-Condor. Ordinance No. 277 was adopted by Council with Cal Boyer opposing.**

Police Pension Joinder Agreement will be kept on the January agenda for review and considered adoption.

Council went into executive session at 10:06 PM

**A motion was made by Keith Fernsler and second by Mike Peiffer, to pay the bills for the month of November 2007. Motion Carried**

Meeting Adjourned 9:03 PM

Respectively Submitted

Kerry L Rohland

Borough Manager