

# November 6<sup>th</sup>, 2017

The regular meeting of the Cleona Borough Council was held on the above date. The meeting was called to order by President Jim O'Connor with the Lord's Prayer and the Pledge of Allegiance. Members attending were Bill Bechtel, Patrick Haley, Don Hopple, Elizabeth Lindsay, Robert Moyer, and Sam Wengert. Also attending were Chief Jeffrey Farneski, Attorney Colleen Gallo and Borough Manager Kerry Rohland.

Borough Manager Minutes were presented for October 2<sup>nd</sup>, 2017. **A motion was made by Bill Bechtel, second by Pat Haley to approve the Borough Manager's minutes for October 2<sup>nd</sup>, 2017. Motion carried 7-0.**

The Treasurer's report was presented for October 2017. **A motion was made by Don Hopple, second by Robert Moyer to approve the Treasurer's report for October 2017. Motion carried 7-0.**

## **FIRE COMPANY REPORT** – Chief Jason Weikel and Mike Hughes

In October, the Fire Company responded to 13 calls in the Borough.

The Santa Tour of the Borough is scheduled for December 18<sup>th</sup> at 6:00pm, starting at Morningside Avenue. This will be held rain or shine.

## **POLICE DEPARTMENT** – Chief Farneski and Mayor Minnich

Chief reviewed his report.

**A motion was made by Elizabeth Lindsay, seconded by Patrick Haley to adopt Resolution 2017-05, Disposition of Police Records as follows: Traffic Citations 1990 - 1996 and Bicycle donations forms, UCR printouts 2000-2004, Investigation files 1981 – 1983, Incident reports 2010 – 2014, Logs and schedules 2012 – 2014, Call logs 2010 – 2012, Investigation Files 1972 – 1974, and personnel files; measuring 4.5 cubic feet. Motion carried 7-0.**

## **CITIZEN COMMENTS**

No Comments

## **COUNCIL PRESIDENT'S REPORT** – Jim O'Connor

Jim wanted to thank Pat Haley, the Park and Recreation Board, and the Police Department for a successful Fall Festival. Jim also acknowledge the police presents, especially during Halloween, in the Borough.

**BOROUGH MANAGER REPORT - Kerry Rohland**

Report submitted and reviewed.

**FIRE COMPANY/ EMERGENCY MANAGEMENT DEPARTMENT – Robert Moyer**

Robert reported that the Memorandum of Understanding involving the Fire Companies that Borough Council adopted 2 months ago, was presented to Union Hose Fire Company and signed by them with 2 additions. This will require action by Council at the next meeting. Mayor Minnich inquired when the meetings would start. Robert informed the intention was to start the meetings after the holiday season.

Robert continues to gather information on the EMS services with the next step being onsite visit to the 2 providers.

**PROPERTY DEPARTMENT – Don Hopple**

Don reported that the electrical work has been completed, and a cracked thermal pane that lost its insulation value, will be replaced in the Borough Office.

**HIGHWAY DEPARTMENT – Sam Wengert**

Sam had nothing major to report. Preparing for the winter season.

**RECREATION DEPARTMENT – Patrick Haley**

Pat reported the Fall Festival was a huge success this year. Gross Revenue for the Festival was \$5,400. Silent Auction grossed close to \$1,000. One hundred eighty-seven people went through the Haunted Walk.

**A motion was made by Pat Haley, second by Elizabeth Lindsay to amend the Park and Recreation By-Laws, Article 4, Part 2 Selection of Board Members to include “Residents of Annville Township, North Annville Township, South Annville Township may be eligible for membership, upon approval of the Annville-Cleona School District. No more than 2 members for a 5-member board or 3 members for a 7-member board shall be non-Borough residents appointed by the Annville-Cleona School District.” Motioned carried 7-0**

**CODE ENFORCEMENT/POLICE DEPARTMENT – Elizabeth Lindsay**

Thanked Melody and Kerry for their work on the Recycling Grant.

December 11<sup>th</sup> will be the last street sweeping for the year. Elizabeth asked that Council members remind their neighbors of the schedule.

Elizabeth asked Colleen to provide a draft copy of an amended rental license incorporating language from the Annville Rental License and to include specific language on nuisance and disturbance of tenant. Kerry was directed to mail the 2018 rental licenses with a note indicating there are some changes Council are considering. Because of the letters being mailed a month late the due date will be moved one month. If a new rental license ordinance is adopted, it will be mailed to the property owners.

Consideration of a False Alarm Ordinance was discussed. The Fire Department had mentioned that currently residential false alarms occur more frequently than business. Initial discussion was that for 3 false alarms during a calendar year there would be no fee/fine. Starting with the fourth false alarm there would be a fee/fine of \$250.

Consideration for a Knox Box Ordinance was discussed and focused on businesses with automated electronic alarm systems.

Two separate ordinances will be considered for False Alarms and Knox Boxes.

Discussion continued designating no parking on East Pine Street and Locust Street. Council recommended that the Fire Company and possibly the Police Department would come back with a recommendation. LTAP will be contacted on possibly looking at making Locust one way.

Elizabeth had reviewed the burning ordinance and recommended that police should be contacted when there is suspicious burning. Mr. Michael Kreiser added that fireworks were going off at night. Council recommended strongly that Mr. Kreiser contact the police when it happens.

#### **FINANCE DEPARTMENT – Bill Bechtel**

Bill reported that budgeted expenses were projected to increase 3.4% over 2016. Actual expenses for 2017 are projected to be under 2016 by 2.7%. The net effect is a \$90,000 surplus, with this money possibly being allocated towards streets projects.

#### **SOLICITOR'S REPORT – Colleen Gallo**

Report submitted.

**A motion was made by Don Hopple, second by Patrick Haley to adopt Resolution 2017-06 authorizing the Authority to sign any documents necessary for a storm water catch basin installed along 422 with PennDOT. Motion carried 7-0.**

Colleen reported that Act 42 would allow the municipality to adopt a resolution prohibiting micro casinos. This would have to be adopted before the end of 2017.

**NEW BUSINESS**

The 2018 Budget was read.

**A motion was made by Elizabeth Lindsay, second by Don Hopple to advertise the 2018 Budget is available for public review in the Borough Office at least 10 days prior to adoption at the December 4, 2017 Meeting. Motion carried 7-0.**

**A motion was made by Bill Bechtel, second by Patrick Haley to authorize Colleen to prepare and advertise an Ordinance establishing the tax millage rate for 2018, at 2.77 mills, for adoption at the December 4, 2017 meeting. Motion carried 7-0.**

**UNFINISHED BUSINESS**

Ordinance to require businesses to install Knox Box on their premises. Discussion under Elizabeth's report.

Review of Rental License Ordinance for possible update (Annville and City of Lebanon Ordinance provided). – Discussed under Elizabeth's report.

Review and recommendations for possible ordinance to designate additional no parking zones in Borough. Discussion under Elizabeth's report.

National Incident Management Systems (NIMS) Training (100, 200, 700, 800) remains on unfinished business to serve as a reminder to Council to complete the training. Council should complete levels 100, 200, and 700.

**A motion was made by Elizabeth Lindsay, second by Don Hopple to pay the bills for October. Motion carried 7-0.**

**A motion was made by Elizabeth Lindsay, second by Bill Bechtel, to adjourn at 8:23 pm.**

Respectively Submitted

Kerry L Rohland

Borough Manager