

# January 2<sup>nd</sup>, 2018

The re-organization and regular meeting of the Cleona Borough Council was held on the above date. The meeting was called to order by Mayor Larry Minnich with the Lord's Prayer and the Pledge of Allegiance. Members attending were Bill Bechtel, Patrick Haley, Elizabeth Lindsay, Robert Moyer, Jim O'Connor, and Sam Wengert. Also attending were Attorney Loren A. Schrum, Chief Jeffrey Farneski and Borough Manager Kerry Rohland.

Mayor Larry Minnich opened the meeting with the re-organization of Council.

- **Floor was opened for nominations of Council President. Sam Wengert nominated Jim O'Connor. There were no other nominations. Council voted 6-0.**
- **Floor was opened for nomination of Council Vice-President. Jim O'Connor nominated Bill Bechtel. There were no other nominations. Council voted 6-0.**

Mayor Larry Minnich turned the meeting over to Jim O'Connor, newly elected Council President.

- **Floor was opened for nominations of President Pro Temp. Bill Bechtel nominated Patrick Haley. There were no other nominations. Council voted 6-0.**

Jim O'Connor appointed the council department heads as follows: Fire and Emergency Management – Robert Moyer, Highway – Sam Wengert, Property – Vacant, Park & Recreation – Pat Haley, Code Enforcement/Police – Elizabeth Lindsay, and Finance – Bill Bechtel.

Borough Manager Minutes were presented for December 4<sup>th</sup>, 2017. **A motion was made by Bill Bechtel, second by Patrick Haley to approve the Borough Manager's minutes for December 4<sup>th</sup>, 2017. Motion carried 6-0.**

The Treasurer's report was presented for December 2017. **A motion was made by Elizabeth Lindsay, second by Patrick Haley to approve the Treasurer's report for December 2017. Motion carried 6-0.**

## **FIRE COMPANY REPORT – Robert Moyer for Fire Company**

There were 43 calls for the month of December. Total calls for the year were 370.

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

Reported submitted by Chief Farneski

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Training planned for 2018 are as follows: Officer Bartal will be doing the training for Taser, Handcuffing, and Baton. Officer Henning will be attending Crash 2 training, and Sargent Rager will be attending Leadership training and Accreditation.

Mayor Minnich mention that Santa Night on December 18 went very well.

With Officer Henning completing the Child Safety Seat Training, the intentions are to offer two days in January for the public to get instructions on proper installation.

Mayor is going to explore additional police services.

Chief shared the response to remove all RVs, trailers, and boats from the streets was 99% with only one boat left on the street. He anticipates full compliance.

### **CITIZEN COMMENTS**

No Comments

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

Jim wanted to thank everyone for their efforts in making the Borough a desirable place to live.

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

Kerry reviewed report submitted to Council.

Council will wait on the zoning interpretation for 133 and 143 East Penn Avenue until Colleen does some additional research.

### **FIRE/EMERGENCY MANAGEMENT - Robert Moyer**

Survey of EMS Services will start again now that the holiday season is over.

Fire Company is having their election of officers.

The new Engine will arrive the early part of February.

### **PROPERTY DEPARTMENT – Seat is Vacant**

Kerry reported the new office window will be installed on Martin Luther King Day.

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**HIGHWAY DEPARTMENT – Sam Wengert**

Snow Removal went well with no complaints.

**A motion was made by Sam Wengert, second by Pat Haley to approve Mike Hughes and Cal Boyer, Jr. as back-up drivers for the Borough Truck for snow removal. Motion carried 6-0.**

During the snow removal season, the borough truck will be stored at Sam Wengert's property to keep it out of the elements.

**RECREATION DEPARTMENT – Patrick Haley**

The Meet and Greet Santa event on December 9<sup>th</sup> went well, with an estimated 100 people attending. Donations at the event were \$97.

The Park and Recreation Board is busy working on 2018 Park Calendar.

**CODE ENFORCEMENT/POLICE – Elizabeth Lindsay**

During the winter time, there is not too much activity with International Property Maintenance Code (IPMC). A IPMC meeting will be scheduled in January.

Elizabeth made a motion to adopt the new rental ordinance (under new business).

**FINANCE DEPARTMENT – Bill Bechtel**

The \$60,000 that was transferred from the General Fund to Capital Fund in December was determined by taking the 2017 beginning balance in the General Fund (\$204,000) growing it by 10%, adding the project budgeted shortfall for 2018, and subtracting it from the 2017 projected ending balance of \$300,000.

**SOLICITOR'S REPORT – Loren A. Schrum**

Attorney Schrum presented the report submitted by Colleen.

**NEW BUSINESS**

- **A motion was made by Elizabeth Lindsay, second by Bill Bechtel to adopt Ordinance #316 to repeal current rental license ordinance and replace with new rental license ordinance. Motion carried 6-0.**
- **A motion was made by Elizabeth Lindsay, second by Pat Haley to approve and sign the Amended Inter-Municipal Agreement with the Lebanon County Treasurer's Office, paying the County fifty cents (\$.50) per Borough tax bill collected by the County. Motion passed 6-0.**

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- **A motion was made by Elizabeth Lindsay, second by Pat Haley to approve the 2018 pay rates for Non-Uniform and Police Chief per discussion and budgeting. Motion carried 6-0.**
- **A motion was made by Elizabeth Lindsay, second by Pat Haley to appoint the following: Patrick Brewer – IPMC Appeals Board 2020, Bryan Hoffman - Borough Authority 2022, Kat Weber - Park and Recreation Board 2022, Elizabeth Lindsay – Civil Service 2019, Lebanon County Planning – Zoning Officer 2018, Kerry Rohland – Borough Secretary/Treasurer 2018, Lebanon County Treasurer – Delinquent Real Estate Tax Collector 2018, Fulton Bank – Depositories for the Borough 2018, Kerry Rohland – Open Records Officer 2018, Council President – Alternate Open Records Officer 2018, Eugene Montgomery, Planning Commission 2020, Jim Bentz - Zoning Hearing Board 2020, Steckbeck Engineering - Engineer 2019, Colleen Gallo, Reilly/Wolfson - Solicitor 2019, Bryan Hoffman - A-C Lebanon County Tax Collection Committee 2018, Adam Wolfe – Alternate A-C Lebanon County Tax Collection Committee 2018. Motion carried 6-0.**

Kerry informed Council there were openings for the following: Planning Commission (2018), Civil Service (2018), and Park and Recreation Board (2022)

### UNFINISHED BUSINESS

Ordinance to require businesses to install Knox Box on their premises was tabled until feedback was received from the Fire Company.

Review and recommendations for possible ordinance to designate additional no parking zones and stop signs in the Borough. Waiting for feedback from Police, Fire Company and information from Local Technical Assistance Program.

National Incident Management Systems (NIMS) Training (100, 200, 700) Council Members to complete and provide copy of certificate to Borough Office. Robert Moyer or Attorney Schrum will have Colleen check into the requirements.

**A motion was made by Elizabeth Lindsay, second by Pat Haley to pay the bills for December. Motion carried 6-0.**

With Mayor Minnich accepting the Mayor position, this created a vacancy on Council. Protocol was to advertise the Council opening and appoint at the next meeting. Council decided to advertise and appoint at the February 5<sup>th</sup> Council Meeting.

**Council adjourned at 8:11 pm by motion of Elizabeth Lindsay, second Pat Haley.**

Respectively Submitted

Kerry L Rohland

Borough Manager