



# Jonestown Borough Council Meeting Agenda

Tuesday, December 3, 2019

7:00 p.m.

[www.jonestown-pa.com](http://www.jonestown-pa.com)

295 South Mill Street, P.O. Box 446

Jonestown, PA 17038

717-861-5414

To address Council during the public comment period your issue should be on this agenda in advance. You should also 'sign in' on the sign in sheet. You will then be given 5 minutes to address council during the public comment period. If your issue is not on this agenda please briefly let us know your concern and it will be placed on the agenda for public comment at the next monthly meeting. After the public comment period, no public comments or outbursts during the meeting will be tolerated. If anyone wishes to comment on a topic during the meeting, he/she shall raise their hand and not speak unless called on by the Borough President. *Please note that this meeting is being audio-recorded.*

## Call to Order

## Lord's Prayer, followed by the Pledge of Allegiance

Roll Call – *Kline Raiger Keefer Charest Wolferd Quairolì Schott Price*

## Approve November 5, 2019 Meeting Minutes

## Reading & Approval of Treasurer's Report – month ending November 30, 2019

## Special Guests

## Public Comment

## Reports

- ❖ **Borough Maintenance** – *Rick Kline* (includes monthly recorded budget expenses)
- ❖ **Borough Engineering Representative** – *Erik Harmon*
- ❖ **Mayor's Report** – *Mayor*
- ❖ **Solicitor** – *Colleen Gallo*
  - Sign the Addendum to the Recreation Fund Agreement; as it is acceptable. Once signed, it will be sent to Union Twp. for a signature.
- ❖ **Secretary/Treasurer** – *Joan Keefer*
- ❖ **MS4**
  - DEP received request for a permit waiver along with application for an NPDES permit for MS4, stating the borough qualifies for a waiver from NPDES MS4 permitting requirements, and the request is approved.
- ❖ **Infrastructure Improvements** – *Keefer, Mayor Quairolì, & Kline*
  - Offer to Purchase & Summary of Just Compensation from PA DOT; property located near S. Lancaster St. bridge; Colleen Gallo recommended accepting the offer.
  - Update - storm drain in Strawberry Alley
  - Update - gate at the green waste yard
  - PA Small Water & Sewer Program; KPI Technology; intent to apply for the grant from DCED.
- ❖ **Local Business** – *Mayor Quairolì, Raiger & Price*
- ❖ **Grants** – *Raiger, Price & Schott*
  - Update - CDBG grant/funding - Blackberry St.
  - DCNR – Playground Grant
  - Marcellus Shale Grant application is due by year end - 2019
  - Hotel Tax Grant – application submitted; waiting for response

- ❖ **Parks, Recreation and Events** – *Charest (Council Representative) & Jamie Carl (Chairperson)*
  - Additional Costs from tennis courts; paid from what fund?
- ❖ **Personnel** – *Wolferd, Kline, Raiger & Mayor Quairoli*
- ❖ **Cost Reduction & Finances** – *Raiger, Charest & Schott*
  - Approve Final Reading of the 2020 Budget.
- ❖ **Codes & Code Enforcement** – *Mayor Quairoli, Keefer & Charest*
- ❖ **Ordinance Committee** – *Mayor Quairoli, Wolferd, Raiger & Price*
  - ADA Handicap Accessible Policy Ordinance
  - Automatic Fire Alarm Ordinance
  - Lock Box Ordinance

## **New Business**

- Review of January's re-organizational meeting agenda.
- Election write-ins for open council seat; cast deadlock. The borough will receive a certificate when completed by the Voter Registration Office.
- Borough appointed auditors meet to set up the compensation for Borough Council Members and Mayor serving as an employee of the Borough. Any further action needed?
- Council members who were re-elected for another term need to complete an Affidavit of Residency form.
- The Borough appointed auditors meeting is the first Tuesday in January; January 7, 2020.

## **Old Business**

- Update - Office 365 & Managed Service Proposal

## **Adjournment**

### *Keep on Agenda:*

- Salt Shed repairs; Council approved

### **Committee Assignments:**

**Personnel** – Wolferd, Raiger, Kline & Mayor Quairoli  
**Cost Reduction & Finances** – Raiger, Charest & Schott  
**Codes & Code Enforcement** – Mayor Quairoli, Charest & Keefer  
**Grants** – Raiger, Price & Schott  
**Ordinances** – Mayor Quairoli, Wolferd, Raiger & Price

**Infrastructure Improvements** – Keefer, Mayor Quairoli & Kline  
**Local Business** – Mayor Quairoli, Raiger & Price  
**Park Facilities Grants, Recreation & Events** – Jamie Carl; Chairperson, & David Charest

### **Council Member Assignments:**

**Health and Safety** - Wolferd  
**Fire Company** - Wolferd  
**NLSD** - Raiger

**Water and Sewer** - Keefer  
**Co. Planning /Commissioners** - Kline  
**Web Site** - Raiger

**Legal Proceedings** - J. Keefer & Longenecker  
**Mediation** – non-assigned  
**DLCBA** - Council Members & Mayor

### **Information to Council Members: Upcoming Seminars, Meetings**

- Jonestown Borough Council meeting; first Tuesday, monthly. Next meeting Monday, January 6, 2020 @ 7:00 p.m.; Jonestown Borough Bldg.
- Jonestown Borough "Extra" Council meeting; December 30, 2019 @ 7:00 p.m.; Jonestown Borough Bldg.
- Planning Workshop meeting is the fourth Monday, monthly. Next meeting = January 27, 2020
- Jonestown Borough Park, Recreation & Events meeting, January 22, 2020
- DLCBA-Dauphin/Leb. County Borough's Assoc. mtg.; held quarterly – @ Perkins Family Restaurant & Bakery, 7833 Linglestown Rd., Harrisburg, PA; Social Time from 6 – 6:30 PM & dinner @ 6:30 PM