



## Jonestown Borough Council Meeting Agenda

Tuesday, December 7, 2021

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 have 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 which will be on the agenda for public comment at the next monthly meeting. After the public comment period, no public comments or outbursts permitted during the meeting. 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. Meetings are audio recorded.

### Call to Order

Lord's Prayer, followed by the Pledge of Allegiance

Roll Call – *Kline Becker Raiger Keefer Mayor Quairol Schott D. Quairol Shuey*

Approval of Minutes – November 2, 2021, Council Meeting

Reading & Approval of Treasurer's Report Month ending November 30, 2021

### Public Comment

### Reports

- ❖ **Borough Maintenance** – *Tom Keefer* (includes monthly recorded budget expenses)
- ❖ **Borough Engineering Representative** – *Lee Strause*
  - Maintenance Garage Project – Discussion/Approval - Application for Payment
  - Park Trails Paving – Discussion/Approval - Application for Payment
  - East Blackberry Street – Authorize Light-Heigel to proceed with construction plans and PennDOT HOP application.
- ❖ **Mayor's Report** – Mayor
- ❖ **Solicitor** – *Colleen Gallo*
  - 25 North Lancaster St. – IPMC issue on compliance
- ❖ **Secretary/Treasurer** – *Joan Keefer*
  - 2020 Audit Copies are available for Council/Mayor
  - Information available from the Open Office Records Right-to-Know Webinar regarding placing information on the agenda.
  - Called JBT for information on opening a bank for The American Rescue Plan Act. Cost =\$50.00
- ❖ **Assistant Secretary/Treasurer** – *Jodi Swisher*
  - Discussion/Decision to pursue a follow up insurance quote with Keystone.
- ❖ **MS4**
- ❖ **Infrastructure Improvements** – *Keefer, Mayor Quairol, & Kline*
  - Approval to apply for Marcelles Shale Grant, money planned for the use of flashing solar cross walk lights.
  - Approval/Decision for Light Heigel & Associates, incorporated permission to do a cost analysis for a storm drain project at Fisher Street & Market Street.
- ❖ **Grants** – *Schott, D. Quairol, Shuey*
- ❖ **Parks, Recreation and Events** – *Becker*
  - Approve additional expenses for the Tree Lighting Event. Previously approved = \$250.00. Expenses total = \$276.61; additional difference = \$26.61
- ❖ **Personnel** – *Raiger, Kline, & Mayor Quairol*

- Discussion/Approval of employee's year-end bonus.
- As of Monday, December 6, 2021, office hours are Monday – Friday, 8:00 a.m. – 3:00 a.m. Information to amend on the Jonestown Borough website, Facebook page and office phone message.

❖ **Cost Reduction & Finances** – *Raiger, Keefer, D. Quairol*

- Approve the Final Reading of the 2022 Budget.
- Approve to adopt Resolution # \_\_\_\_\_, establishing the 2022 realty tax millage rate.

❖ **Codes & Code Enforcement** – *Mayor Quairol, Keefer, Shuey*

❖ **Ordinance Committee** – *Mayor Quairol, Schott, Becker*

❖ **New Business**

- PSAB Magazine Subscriptions – Complimentary for Borough Office & digital edition available at no cost.
- Discussion/Approval to donate towards bench in memory of George Kaufman & to add to Newsletter, website & Facebook page.
- Discussion/Approval to allocate a portion of the Borough's ARPA (American Recovery Plan Act) funds to subsize NLCA costs associated with rehabilitation of the aging sewer collection system infrastructure.
- Decision to participate in the Free Christmas Tree Recycling Program with Greater Lebanon Refuse Authority. Trees accepted from December 27<sup>th</sup> through February 19, 2022.
- Discussion/Decision regarding rules and regulations for the Green Waste Facility.

❖ **Old Business**

- Discussion/Approval – 2022 Fall Festival; response from insurance company regarding special occasions-permits involving alcohol.
- Discussion/Approval to purchase a speed detection sign.

**Appointments/Reappointments expiring 2021:**

- Review appointments/ with terms expiring in 2021.
  - Stacy Longenecker: Planning Commission term expires December 31, 2021 (3 yr. term)
  - Jeff Pittenger: Zoning Hearing Board term expires December 31, 2021 (3 yr. term)
  - David Charest: Zoning Hearing Board term as an alternate expires December 31, 2021 (1 yr. term)
  - Tracey Charest: Vacancy Board Chairman term expires December 31, 2021 (1 yr. term)
  - Paul Bird: G.L.R.A. Representative term expires December 31, 2021 (5 yr. term)
  - Jason Kern: Northern Lebanon County Representative term expires December 31, 2021 (5 yr. term)
  - Borough Auditor Committee – appoint a member to replace Donnette Quairol term expires December 31, 2023
  - Paul Bird: Borough Auditor Committee term expires December 31, 2021
- Discussion regarding Tyler Longenecker's disqualification to accept election to a 4-year term on Council.

❖ **Adjournment**

**Committee Assignments:**

**Personnel** – Raiger, Kline, Mayor Quairol

**Cost Reduction & Finances** – Raiger, Keefer, D. Quairol

**Codes & Code Enforcement** – Mayor Quairol, Keefer, Shuey

**Grants** – Schott, D. Quairol, Shuey

**Ordinances** – Mayor Quairol, Schott, Becker

**Infrastructure Improvements** – Keefer, Mayor Quairol, Kline

**Park, Recreation & Events** - Becker

**Council Member Assignments:**

**Health and Safety** – Mayor Quairol

**Fire Company** – Mayor Quairol

**NLSD** - Raiger

**Water and Sewer** - Keefer

**Co. Planning /Commissioners**

Kline

**Web Site** - Raiger

**Legal Proceedings** - J. Keefer

**Mediation** – Schott

**DLCBA** - Council Members &

Mayor

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

- Jonestown Borough Council; Next meeting Monday, January 3, 2021 @ 7:00 p.m.; Jonestown Borough Bldg.
- Planning Workshop meeting is the fourth Monday, monthly. Next meeting Monday, December 27, 2021 @ 6:30 p.m.
- Jonestown Borough Park, Recreation & Events meeting January 26, 2021 @ 7:00 p.m.
- 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 - may change to a zoom meeting. Please RSVP to Keldeen Stambaugh at 717-564-4770 or [Paxtangchief-manager@comcast.net](mailto:Paxtangchief-manager@comcast.net)