



Jonestown Borough Council Reorganization Meeting Agenda

Monday, January 5, 2026

6:30 p.m.

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.

Mayor - Call Reorganization Meeting to Order

Introduction of Guests

Prayer – Mayor Vince Sellers, Executive Director, Ministry of Reconciliation International

Pledge of Allegiance

Mayor - Administer of Oath to Newly Elected Council Members

Mayor – Nomination & Election of Council President; 2-year term. (President takes Chair)

President - Nomination & Election of Council Vice-President; 2-year term.

Nomination & Election of Council President Pro Tem; 2-year term.

Accept Nomination & Election of Council Vice President Pro Tem; 2-year term.

Accept Nomination & Election of Council Secretary Pro Tem; 2-year term.

Council President proceeds with appointing council members to committee assignments.

Roll Call – Breiner Hunsicker Kleinfelter Schott Shuey Shuman White Young

Approval of Council Meeting Minutes – December 2, 2025

Approval of Planning Workshop Committee Meeting Minutes December 22, 2025

Approval of Treasurer's Report Month of December 31, 2025, as presented to Council.

Re-appointments

- Appoint 2026 Borough Secretary/Treasurer as Mariah Mauser
- Appoint 2026 Borough Depository Bank – Jonestown Bank and Trust Company
- Appoint 2026 Borough Signatories (James Young, Madysin Breiner & Mariah Mauser) for Jonestown Bank & Trust Borough Accounts
- Appoint 2026 Solicitor – Barley Snyder, Attorneys at Law

- Appoint 2026 Engineer – Light-Heigel & Associates, Inc.
- Appoint 2026 Annual Auditor – Garcia, Garman & Shea PC
- Appoint 2026 Zoning Officers – Lebanon County Planning Department
- Appoint Keystone Municipal Collections; 2025 - current & delinquent EIT Collector
- Appoint 2026 Tax Collector - Lebanon County Treasurer’s Office
- Appoint UCC Board of Appeals; 2026 – John R. Poff, Rick Horst & Pat Brewer; Alternate: Carrie Boyer
- Appoint Mariah Mauser as 2026 Jonestown Borough Right to Know Officer
- Appoint Jeff Schott Right- to -Know Officer Alternate
- Appoint Madisyn Breiner for Secretary Pro Tem

Public Comment

Reports

Borough Maintenance –

Borough Engineering Representative – *Stacey Longnecker*

Mayor’s Report – *Mayor Schott*

Park & Recreation-

- Discuss / approve Friends of Jonestown’s 2026 event calendar.

Solicitor – *Colleen Gallo*

Secretary/Treasurer – *Mariah Mauser*

- Discuss/ approve increasing insurance stipend.
- Approve secretary/treasurer to pay following list of invoices, without prior approval from council if amount due is consistent with previous invoices:

Telesystem – Phone Service (Monthly)

Touchtone – Long Distance Phone (Monthly)

Postmaster – Post Office Box (Yearly/December)

Sewer Bills - (NLCA); pd. quarterly

Intuit QB – Payroll

Payroll Tax Bills - (EFTPS, E-tides, PSAB UC, Local & State UC

Lowe’s – Credit card/maintenance purchases/due early in month

Verizon Wireless – Cell Phones (Monthly)

USDA – Mortgage (Monthly; electronically)

Postage/Petty Cash – Code Enforcement/office postage

Water Bills - (COLA); pd. quarterly

CTI Network, Inc. – website hosting

WEX – Vehicle Fuel – due beginning of month

Eagle Secure Solutions - Annual subscription/Microsoft
365 Standard & Basic

Met-Ed – All accounts (Monthly) & Met-Ed – Christmas Lights (Yearly January or February)

Insurances - HA Thomson, SWIF, PIRMA, AmTrust N. America, Inc.) Workers’ comp., liability, bond & auto

- **Approve holidays for employees.**

<i>New Year’s Day</i>	<i>President’s Day</i>	<i>Good Friday</i>	<i>Memorial Day</i>
<i>4th of July</i>	<i>Labor Day</i>	<i>Veteran’s Day</i>	<i>Thanksgiving Day</i>
<i>Black Friday</i>	<i>Christmas Eve ½ Day</i>	<i>Christmas Day</i>	

New Business

- Discuss/ approve 250th Independence Day parade.
- Discuss/ approve Legion adding a medallion on the three borough signs.
- Executive discussion possible litigation

Old Business

- Discuss/ approve Release Bond for Fisher Street laterals.

Adjournment

Committee Assignments:

Personnel –
 Cost Reduction & Finances –
 Codes & Code Enforcement –
 Grants –

Infrastructure Improvements –
 Park, Recreation–
 Ordinances –
 Technology & Website --

Information to Council Members: Upcoming Meetings

- Jonestown Borough Council; Next meeting Tuesday, February 3rd, 2026 @ 6:30 p.m.; Jonestown Borough Bldg.
- Jonestown Borough Planning Workshop mtg; Next meeting Tuesday, January 26th, 2026 @ 6:30 p.m.; Jonestown Borough Bldg.
- Jonestown Borough Park, Recreation & Events meeting, January 28th, 2026 @ 7:00 p.m.; Jonestown Borough Bldg.