

## April 22, 2019 Planning Workshop Committee Meeting Minutes

**Call to Order @ 7:00 p.m.** Planning Workshop Committee Meetings are advertised as performing general business.

**Roll Call** - In attendance; *Rick Kline, Don Raiger, Tom Keefer, Robin Wolferd, Joe Quairoli, Jeff Schott & Kathy Price.*

**Meeting Minute Approval** - A motion was made by **Kathy Price, seconded by Jeff Schott, to approve Planning Workshop Committee Meeting minutes from March 25, 2019. Motion carried.**

**New Business** - Council - request for approval to hire a part-time Maintenance Worker.

**A motion was made by Rick Kline, seconded by Tom Keefer, to approve hiring Glenn Kneasel as a part-time Maintenance Worker, starting Tuesday, April 23, 2019; contingent upon all background checks being approved. Motion carried.**

Discussion in regard to the Appeals Board members (5 members; 2 - 2 yr. terms & 3 - 3 yr. terms plus alternate/alternates. IPMC - Books to order & membership to International Codes Council? Joan reported speaking to Chris Miller today in regard to the phone auto attendant, and he will agree to council's decision as to how to set up calls; but prefers having messages be sent to a central voicemail. There are two kinds of 2018 IPMC Code books - 2018 IPMC Code & 2018 IPMC Code & Commentary. Chris recommended having a 2018 IPMC Code book available in the office for residents to see. The 2018 IPMC Code & Commentary books were recommended for the Council members, Mayor & Appeals Board members. Discussion was held in regard to joining the ICC (International Code Council), and the available benefits, and concerns about moving forward with BCI to enforce the 2018 IPMC codes. A special meeting will be held for residents to attend for questions they may have about the IPMC. Robin stated a resolution will need to be adopted, then hold a special meeting for the public. The letter and the pamphlets will be mailed to residents about two weeks before the public meeting. **A motion was made by Don Raiger, seconded by Jeff Schott, to approve joining the ICC (International Code Council). Motion rescinded.**

**A motion was made by Don Raiger, seconded by Jeff Schott, to approve joining the ICC and purchasing 6 - 2018 IPMC Code and Commentary books; at a cost not to exceed \$500.00. Motion carried.**

Mayor Quairoli and Kim Longenecker will work together to complete the letters and pamphlets that are being mailed to Borough residents.

Council - ratify the application for a Lowe's credit card. Rick Kline reported the credit card application requires personal information. Don Raiger said there is a business account available to apply for credit, which will include the Borough's EIN number. Discussion followed. **A motion was made by Rick Kline, seconded by Kathy Price, approving applying for a Lowe's credit card. Motion carried.**

Council - approve/disapprove Annville Police Departments request for the NL Fire Police to assist at the Annville Memorial Day Parade. **A motion was made by Tom Keefer, seconded by Rick Kline, to approve Annville Police Departments request for the NL Fire Police to assist at the Annville Memorial Day Parade. Motion carried.**

The GLRA recycling awards ceremony will be Tuesday, May 7, 2019. Paul Bird, Jonestown Borough's representative, will be attending the ceremony to accept the Borough's award.

The PLGIT credit card application paperwork was ready for council members, and were signed.

Kathy Price requested approval to have Country Carriages perform carriage rides at the Tree Lighting Ceremony in 2019. PRE Committee plans not to charge residents for carriage rides. Discussion followed in

regard to the borough's Park & Rec Fund providing free carriage rides. **A motion was made by Rick Kline, seconded by Jeff Schott, to approve spending \$250 for a deposit on the carriage rides to Country Carriages. Motion carried.**

Rick Kline opened discussion in regard to the green waste mulch being available to non-residents. Council decided not to allow non-residents take free mulch from the Borough green waste yard.

The Notice of Intent to Award the E. Swatara Drive Project to H&K Group, was signed.

**A motion was made by Rick Kline, seconded by Kathy Price, to approve Mark Grumbine taking his paid vacation time early. Motion carried.**

**A motion was made by Tom Keefer, seconded by Rick Kline, to approve street sweeping be performed by North Lebanon Township beginning April 30, 2019; at a cost not to exceed \$3,500, paid from the General Fund. Motion carried.** Discussion followed in regard to the possibility of having Swatara Township perform street sweeping in the future.

Robin Wolferd reported a pothole at the corner of N. Lancaster St. & Hill St. Rick replied this is a PennDOT road, and it has been reported.

Widening of Esther Drive - Tom Keefer met with the Zion Cemetery Committee with a map that Erik Harmon downloaded, to help the committee layout plots to see if they can approve giving the Borough 2 additional feet to widen Esther Drive.

Robin Wolferd requested council approve changing Kim Longenecker' work schedule to Monday and Tuesday from 2:00 p.m. to 5:00 p.m.; and Wednesday and Thursday from 9:00 a.m. to noon. **A motion was made by Tom Keefer, seconded by Kathy Price, to approve changing Kim Longenecker' work schedule to Monday and Tuesday from 2:00 p.m. to 5:00 p.m.; and Wednesday and Thursday from 9:00 a.m. to noon. Motion carried.**

Robin Wolferd was contacted about a vehicle parked on E. Market St. blocking the line of sight for vehicles pulling on to Market St. from S. King St. Discussion followed. No decision was made.

Kathy Price spoke to Oriana Spittle about having council members participate in the Memorial Day Parade. Discussion followed. Council members will think about participating in the parade, and bring their thoughts to the Council meeting.

Kathy Price opened discussion in regard to the 2018 Volunteer of the Year Award. Discussion followed. Council made a decision as the Volunteer of the Year for 2018, and will invite them to attend Council meeting to accept the award.

Discussion was opened in regard to Day of Caring. This year there were not enough volunteers and the project was closed.

Rick Kline requested approval to place the X-Mark mower out to a sealed bid in the Merchandiser, at a cost not to exceed \$100. **A motion was made by Rick Kline, seconded by Kathy Price, to approve placing the X-Mark mower out to a sealed bid in the Merchandiser, at a cost not to exceed \$100. Motion carried.**

**Old Business** - Discussion opened in regard to the Rotary Club cleaning the pavilion the beginning of May. The Rotary Club will place this on their calendar.

Council held discussion in regard to the Auditors being appointed by council. One more auditor is needed. Kathy Price will check with Cindy Getz from Shear Elegance Salon.

Robin Wolferd gave an update on the EMS services meetings. Life Lion is giving a proposal for the meeting on Thursday, April 25, 2019 @ Swatara Township Building, beginning at 6:00 p.m. Discussion followed. Council would like to review an audit before attending the meeting and making a decision with EMS Services.

Don Raiger reported no further update on "JonestownPA.gov".

No current update on E. Hanover Township municipal agreement to employ a Borough Manager. A Personnel Committee meeting is scheduled for next Monday, April 29, 2019.

Tom Keefer gave an update on the Recreational Funding/Union Township. The Borough is sending a letter containing proposed projects/costs to Union Township. Tom and Robin Wolferd plan to attend their Supervisors meeting on May 8, 2019 to make a request for Recreational Funding.

No current update on the Maintenance Department Gator purchase.

No current update on the key fobs for the borough building.

Kathy Price requested council approve having the Borough sponsor the side by side basketball game or gaga pit for the Summer Fest Event on June 1, 2019. No decision was made at this time.

Kathy Price reported the PRE Committee is planning a dance event, with Joel Goldin's Band, as a fundraiser. Before the dance they would like to have them perform the Music in the Park this summer.

Discussion was opened in regard to the Twin Creeks Swale trash issue. Mayor Quairoli continues to try and make contact with the homeowner, and is waiting for their call.

Kathy Price asked Mayor Quairoli for an update on the electronic speed signs. Mayor Quairoli is waiting until budget season.

Kathy Price asked for an update on the Crossing Guards pay increase. Don Raiger is taking care of this matter.

Kathy Price requested a new lock be placed on the door at the Park concession stand, as the PRE Committee had a difficult time opening the door lock. Tom Keefer offered to take a look at the lock.

Discussion was opened in regard to the no parking signs placed at the laundromat. No Parking signs are not allowed where there is public parking allowed. Council decided to send a letter to the owner of the laundromat.

Kathy Price requested council volunteer at the Doggie Easter Egg Hunt this Sunday, April 28, 2019.

Upon motion and second, Council adjourned at 9:01 p.m.

Respectfully submitted,  
Joan Keefer