

April 24, 2023, Planning Workshop Committee Meeting Minutes

Call to Order - 6:30 p.m. Council advertises Planning Workshop Meetings as performing general business. In attendance: Justin Shuey, Rick Kline, Tom Keefer, Mayor Joe Quairoli, Donnette Quairoli, Jeff Schott, and Joan Keefer; Secretary.

Planning Workshop Committee Meeting Minute Approval – A motion made by Rick Kline, seconded by Justin Shuey, to approve March 27, 2023, Planning Workshop Committee Meeting minutes. Motion carried.

COMMITTEE REPORTS/PROJECT UPDATES

PUBLIC COMMENT – Beverly Kramer addressed council about moving her business to 144 E. Market St., presenting a building permit received from Lebanon County Planning office. The council agreed to contact Attorney Colleen Gallo for recommendation. Discussion followed.

Jake Keiter, Northern Lebanon Bulletin announced their newspaper is going to print this week. Jake will drop copies off for distribution at Jonestown Borough office. Discussion followed.

MAINTENANCE – Tom Keefer opened discussion regarding removing paper towel dispensers & trash cans from park bathrooms due to continuous vandalism, & the expense to replace equipment. Discussion followed. The council decided to attach trash cans to the bathroom wall & continue using current paper towel holders. Further discussion followed about replacing damaged equipment.

PERSONNEL – No report.

COST REDUCTION & FINANCES – No report.

CODES & CODE ENFORCEMENT – Mayor Quairoli updated council about 128 E. Market St. & the final inspection March 28, 2023. Discussion followed. This issue will be put on the next council meeting agenda.

Mayor Quairoli continues working on the iWorQ website. Permits currently added to the iWorQ website. Discussion followed.

GRANTS – No report.

ORDINANCES – After codification, committee continues progress on the following:

- A discussion opened about the Tree Trimming Ordinance council reviewed. Jeff Schott sent the ordinance to Colleen Gallo.
- Mailbox standards ordinance discussion (sent to council for review). Placing this on the council meeting agenda for Colleen Gallo's recommendation on yellow and red painted zones. Mayor Quairoli sent letters out regarding a walking mail delivery. Discussion followed.
- The Solar Panel Zoning ordinance distributed to the council for review. Tom Keefer checking with County Planning on specifications they follow.
- No discussion about the dumpster ordinance.
- Rental Ordinance requested re-visiting @ Planning Workshop meeting.
- No discussion about Outdoor Wood Burning Boilers.
- Updating Ordinances is ongoing.

April 24, 2023, Planning Workshop Committee Meeting Minutes

INFRASTRUCTURE IMPROVEMENTS – Update on CFA (Commonwealth Financing Authority) Multimodal grant; Erik Harmon did not start the grant application, as council is waiting to hear on grant award for the PennDOT Multi-modal grant.

The council reviewed TASA spreadsheet showing L-H & Assoc., Inc. Engineering expenses to date.

Mayor Quairolì met with Union Township & Swatara Township representatives regarding the State Rt. 72 Bridge closure. Plans are for the three municipalities to coordinate working together on signage to help traffic control during the project. Plans are to send letters to distribution centers in the area requesting they use assigned detour routes. Discussion followed regarding a temporary traffic signal & the amount of traffic that will travel through the borough.

Discussion opened regarding approval for the W. Blackberry stormwater drainage project. Proposals were reviewed to dig along the north side & direct water into a storm drain box. **A motion made by Rick Kline, seconded by Donnette Quairolì, to approve paying \$10,700 to Frenchs LLC Construction, paid from the General Fund, to fix the stormwater drainage on W. Blackberry St.; contingent upon getting proper easements as needed. Motion carried.**

Update on the Chesapeake Bay Trust funding, phase II Broad Street landscape & Market St. treescape project; conceptual design plans submitted & hoping to hear about award presentation by end of July 2023.

Update on the Act 101 Section 902 Recycling Program Implementation & Equipment Grant is Tom Keefer is collecting a cost opinion to pave the green waste yard & purchase a leaf vac before starting the application process.

Discussion opened for approval to move forward with the S. Mill Street drainage issue. Plans are to dig a 6 ft. swale along the west side of S. Mill St. to help water drainage by tying into the current drainpipe. A cost proposal received from Frenchs LLC was \$7,800.00. **A motion made by Donnette Quairolì, seconded by Rick Kline, to approve paying \$7,800.00 to Frenchs LLC Construction, paid from the General Fund, to install a 6 ft. wide swale on a 340' section of S. Mill St. to eliminate the drainage issue. Jeff Schott voted no. Motion carried.**

PARKS, RECREATION & EVENTS – Discussion opened for approval to have Roy Lefever play music in Jonestown Park either July 29th or 30th, 2023, at a cost not to exceed \$450.00; paid from the Park Fund. **A motion made by Donnette Quairolì, seconded by Jeff Schott, to approve having Roy Lefever play music in Jonestown Park either July 29th or 30th, 2023, at a cost not to exceed \$450.00; paid from the Park Fund. Motion carried.**

Discussion opened for approval to buy mulch for the park playground at a cost not to exceed \$2,000.00, paid from park fund. J-Rock is spreading bark mulch as part of their volunteer outreach. **A motion made by Rick Kline, seconded by Donnette Quairolì, to approve purchasing the playground mulch & materials needed for the J-Rock project at a cost not to exceed \$2,000.00; paid from the Park Fund. Motion carried.**

Discussion opened regarding the Ballfield Lights Fund, dedicated to field lighting. The council requested checking on how and when the fund was started, prior to the ballfield light donations. Discussion continued about a possible grant for ballfield lights.

MISCELLANEOUS – Joan Keefer gave an update about invoicing from Intermedia, paying monthly invoices by check vs. credit card. JBT advised using a credit card vs. direct withdrawal from the borough checking account. The council agreed to continue paying the monthly invoices by credit card.

NEW BUSINESS – Approval requested for ratifying Tom Keefer to sign the Certificate of Ownership on plans from Light-Heigel & Associates, Inc. for the Jonestown Borough Park/Jonestown Elementary School transfer. **A motion made by Rick Kline, seconded by Justin Shuey, to approve ratifying Tom Keefer**

April 24, 2023, Planning Workshop Committee Meeting Minutes

to sign the Certificate of Ownership on plans from Light-Heigel & Associates, Inc. for the Jonestown Borough Park/Jonestown Elementary School transfer. Motion carried.

Discussion opened for approval about opening the green waste yard to residents living outside the borough. After discussion, the council decided to place this on the next Planning Workshop agenda.

Discussion opened for approval to grind the green waste yard at a cost not to exceed \$ 3,000.00, paid from the General fund. **A motion made by Donnette Quairoli, seconded by Jeff Schott, to approve grinding the green waste yard at a cost not to exceed \$ 3,000.00, paid from the General fund. Motion carried.**

Discussion opened for approval to perform street sweeping in the borough at a cost not to exceed \$3,000.00, paid from the General fund. **A motion made by Tom Keefer, seconded by Donnette Quairoli, to approve street sweeping in the borough at a cost not to exceed \$3,000.00, paid from the General fund. Motion carried.**

Discussion opened for a decision to appoint a Zoning Hearing Board 2nd alternate, Vacancy Board 2nd alternate, & Planning Commissioner, terms expiring 2023. Appointments will be added to the next Planning Workshop agenda.

Tom Keefer opened discussion for approval to hold a “Meet Phil” night in Borough conference room on June 8, 2023. An evening planned for Phillip Mohn and a panel of guests to share memories of the past in Jonestown Borough. **A motion made by Jeff Schott, seconded by Justin Shuey, to approve using the Borough conference room on June 8, 2023, for “Meet Phil” night. Motion carried.**

Discussion opened regarding the Christmas light donation containers. The council decided to put the containers out sometime after July 4, 2023.

OLD BUSINESS – Rick Kline updated council regarding the iPads & the .gov application paperwork which needs filed.

Donnette Quairoli gave an update from N.L.S.D. about future school bus stops & Crossing Guard roles. There will be no walkers, except for the Fredericksburg students attending the elementary school. The school no longer needs Crossing Guards.

Mayor Quairoli & Justin Shuey continue working on compiling information for Council member reduction.

Upon motion and second, Borough Council Planning Workshop meeting adjourned at 8:27 p.m.

Respectfully submitted,

Joan Keefer, Secretary/Treasurer