

April 6, 2021

A WebEx meeting of Jonestown Borough Council was held on the above date, beginning at 7:00 p.m., with President Robin Wolford presiding. Council members attending: Rick Kline, Tyler Longenecker, Don Raiger, Tom Keefer and Jeff Schott. Also attending: Mayor Joe Quairoli, Attorney Colleen Gallo, Engineering Representative; Erik Harmon, Assistant Secretary/Treasurer; Kim Longenecker & Secretary/Treasurer; Joan Keefer.

APPROVAL - MINUTES/TREASURER'S REPORT –

A motion was made by Rick Kline, seconded by Tom Keefer, to approve the March 2, 2021 Council Meeting Minutes. Motion carried.

A motion was made by Don Raiger, seconded by Tom Keefer, to approve the Treasurers Report, month ending March 31, 2021. Motion carried.

SPECIAL GUESTS - John Noll, Swatara Coffee Company, submitted a Sign Permit for 40 W. Market St. Discussion followed. John Noll will contact Julie Cheyney from Lebanon County Planning to check on additional permits needed. **A motion was made by Jeff Schott, seconded by Rick Kline, to approve John Noll's sign permit application, contingent upon receiving additional permits required from Lebanon County Planning. Motion carried.**

PUBLIC COMMENT – Matthew Bragg expressed concerns about a resident's explicit flag displayed in the borough, requesting council ask for it to be removed. Colleen Gallo stated the resident is protected by United States First Amendment; protecting freedom of speech. There is nothing the borough can do.

MAINTENANCE – *Rick Kline, Supervisor – (budget report attached to minutes)* Rick Kline reported the following:

- Monthly expenses for March - \$ 41.65.
- Request council ratify email approval for gutter to be installed on back of maintenance shop, at a cost not to exceed \$605.00; paid from Capital Improvements Fund. **A motion was made by Rick Kline, seconded by Jeff Schott, to ratify email approval for gutter to be installed on the back of maintenance shop, at a cost not to exceed \$605.00; paid from Capital Improvements Fund. Motion carried.**
- In regard to Fire Claim Insurance Funds to replace contents in maintenance garage, Rick Kline requested approval to replace the items, using the funding; at a blanket amount not to exceed \$15,470.00. **A motion was made by Rick Kline, seconded by Don Raiger, to approve replacing maintenance garage contents, using the insurance funding; at a blanket amount not to exceed \$15,470.00. Motion carried.**
- Rick Kline reported plans to perform Street Sweeping on April 15th & 16th, weather permitting. The first day sweeping will be on the north side of borough, and include Lancaster and Market Sts. The second day sweeping will be on the south side of the borough.
- Rick Kline requested approval to perform annual cleanout to a pipe located W. Chestnut St., paid from the Stormwater Fund. **A motion was made by Rick Kline, seconded by Tom Keefer, to approve performing annual cleanout to a pipe located W. Chestnut St., paid from the Stormwater Fund. Motion carried.**

BOROUGH ENGINEERING REPRESENTATIVE – *Erik Harmon (report attached to minutes)*. During the past month Light-Heigel & Associates, Inc. (LHAI) has been involved in the following items of interest to the Borough:

Maintenance Garage

- LHAI will be conducting final inspection on maintenance garage Friday, April 9, 2021 at 1:00 pm.
- Erik Harmon heard from Woodland Contractors, & Commonwealth Codes will be conducting final inspection for the building permit April 7, 2021. Roof gutters & downspouts still need installed.

Spring Court DGLVR Project

- The concept plan was sent to Lebanon County Conservation District. LHAI was in contact with Karl Kerchner & Stephanie Harmon from County Conservation District., and they requested the concept plan for review. LHAI has been attending on-site meetings with property owners along Spring Court, as well as Tom Keefer, Rick Kline & Mayor Quairoli. Progress is moving slowly.

West Blackberry Street CDBG Project

- The PennDOT Highway Occupancy Permit (HOP) application has been submitted for reconstruction of curb ramps along South Lancaster Street.
- The construction plans & bid documents will be finalized later this month and provided to the Redevelopment Authority.

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DCNR Playground Grant Application

- LHAI prepared a concept plan & cost estimate for the playground grant application. LHAI is working with Tyler Longenecker & Kim Longenecker on the grant application.

Highland Drive Street Restoration

- Restoration on Highland Drive is anticipated to be completed within the next two weeks.

MAYOR – *Joe Quairol* – Mayor Quairol asked council for approval to send a letter of request to Union Township for moving speed limit signs, & install a speed reduction sign just west of the NLCA driveway. Approach is inadequate to the linear footage, to make the signs legal. **A motion was made by Rick Kline, seconded by Tom Keefer, to approve Mayor Quairol send a letter of request to Union Township to move speed limit signs, & install a speed reduction sign just west of the NLCA driveway. Motion carried.**

Mayor Quairol opened discussion about continuing virtual council meetings, versus meeting in person. Plans are for meetings to stay virtual through June, then live meetings begin in July. Discussion followed. Colleen Gallo suggested council decide after July's meeting, or choose a larger venue for meetings since the current meeting room is small. Restrictions may change until that time.

Mayor Quairol contacted Jon Fitzgee in regard to holding meetings about the Route 72 Bridge Replacement detour. Jon Fitzgee will send Mayor Quairol available dates to meet with representatives from PennDOT. Mayor Quairol awaits responses from neighboring municipalities.

SOLICITOR – *Colleen Gallo; Reilly, Wolfson Attorneys at Law* – Colleen Gallo stated Statements of Financial Interest are due by April 30, 2021.

Request approval to adopt Resolution # 2021-04; approving operational support activities for participating members of Fire Company. Workers Compensation change; Northern Lebanon Fire & Emergency Services. **A motion was made by Don Raiger, seconded by Tom Keefer, to approve adopting Resolution # 2021-04. Motion carried.**

Request approval to adopt Resolution # 2021-05; amend the Intermunicipal Agreement with Cleona to provide for joint municipal law enforcement services. **A motion was made by Don Raiger, seconded by Jeff Schott, to approve adopting Resolution # 2021-05. Motion carried.**

SECRETARY – *Joan Keefer* – Two accounts became dormant at Jonestown Bank & Trust due to inactivity. The borough office did not receive a notice in the mail from JBT. Joan Keefer will contact the bank to keep accounts open.

A request was made to apply for County Aid funding, through Penn DOT for general road maintenance. **A motion was made by Tyler Longenecker, seconded by Rick Kline, to approve applying for County Aid Funding through Penn DOT for general road maintenance. Motion carried.**

MS4 – No Report.

INFRASTRUCTURE IMPROVEMENTS – *Tom Keefer, Mayor Quairol & Rick Kline* – Tom Keefer requested council approve Erik Harmon attend Infrastructure Committee meetings to discuss ideas for the American Rescue Plan Funding available to local governments. **A motion was made by Rick Kline, seconded by Don Raiger, to approve Erik Harmon attend Infrastructure Committee meetings to discuss ideas for the American Rescue Plan Funding available to local governments. Motion carried.**

Tom Keefer was contacted by a nurse from the Hershey Medical Center, volunteering to pick up trash throughout the borough; but asked where to place the trash. Credits are earned by Medical Center employees who do volunteer work. Council agreed to place the trash in the dumpster at the borough maintenance building.

Discussion continued in regard to the American Rescue Plan Funding.

GRANTS – No update at this time on the Municipal Assistance Grant application.

No update at this time on the Hotel Tax Grant

Discussion was opened in regard to applying for the CDBG Income Survey Grant (Lebanon County Redevelopment Authority), for Martin Street. Council agreed to apply. The Infrastructure Committee & Grant Committee decided to work together on the CDBG Income Survey Grant. **A motion was made by Tyler Longenecker, seconded by Jeff Schott, to approve moving forward with the CDBG Income Survey Grant. Motion carried.**

PARK & RECREATION – Tyler Longenecker reviewed funding in the amount of \$110,000.00 from the DCNR Grant for Playground Expansion Project. The Anniversaries Committee & volunteers from Lebanon Area Free Church will be putting the playground structures in place as part of a cash match. The total cash cost from the borough will be

\$26,000 to \$27,000. A request was made to approve Resolution 2021-03; intent to apply for a DCNR Grant for Playground Expansion & have it electronically signed by Council President. Discussion followed in regard to funding the Playground Expansion vs. funding for paving park trails. **A motion was made by Jeff Schott, seconded by Don Raiger, to approve Resolution 2021-03; intent to apply for a DCNR Grant for Playground Expansion & have it electronically signed by Council President Motion carried.**

A request was made to approve signing the contract for Huey's Carnival. **A motion was made by Jeff Schott, seconded by Tom Keefer, to approve signing the contract for Huey's Carnival. Motion carried.**

Borough council is not planning to participate in Day of Caring on April 17th.

J-Rock Park Event – Tyler Longenecker will meet with J-Rock to discuss park projects. Rick Kline will email project ideas to Tyler Longenecker.

PERSONNEL – Robin Wolferd, Rick Kline, Don Raiger & Mayor Quairoli – Discussion on Kathy Price, council member, presenting her written resignation. Council agreed to wait until Planning Workshop meeting to decide on accepting the resignation.

COST REDUCTION AND FINANCES – Don Raiger, Rick Kline & Tom Keefer – Discussion was opened to determine amount of non-allocated/non-budgeted monies in General Fund be transferred to Capital Improvement & Infrastructure Funds, as follows:

Beginning Balance as of March 3, 2021 = \$215,190.79

Committed funds:

Transfer grant to Infrastructure for Spring Court project	\$40,000.00
Fire replacement - contents	\$15,470.02
Fire replacement - building	\$43,135.55
2021 Workers Comp / LCB License shortage	\$ 6,600.00
Brush Cutter	\$ 6,000.00
Tarp system for dump truck	\$ 1,788.00
Line Painter	<u>\$ 4,000.00</u>

Total committed funds = \$116,993.57

Balance in general fund= \$98,197.22

Other considerations:

Transfer money to Capital improvement fund -	\$10,000.00	
Transfer money to Infrastructure fund -	\$20,000.00	
Transfer money to Capital Improvements (truck lease pymts. 2021-2025)		- \$40,000.00

Balance in general fund = \$28,197.22

A motion was made by Tom Keefer, seconded by Rick Kline, to approve transferring the funds outlined on the spreadsheet (above) as presented to council. Motion carried.

The leased truck payment invoice was received. 20% of Liquid Fuels allocation may be used for leased truck payments; \$59,865.82 (LF allocation) x 20% = **\$11,973.16 paid from Liquid Fuels.**

Rick Kline continued discussion on County Aid Funding received in 2021 for the years 2019-2020, in the amount of \$3,810.00; for general road maintenance. Colleen Gallo recommended keeping record of the monies spent for general road maintenance in 2021.

CODES & CODE ENFORCEMENT – Mayor Quairoli & Tom Keefer – Mayor Quairoli updated Council on Repeat Offender Fees; Maintenance/Technology Fee vs. Increasing Rate (new cases only). A 2021 IPMC Fees Schedule was prepared, for 2021 cases, moving forward. A recommendation was made by Mayor Quairoli to have Colleen Gallo prepare a resolution for the 2021 IPMC Fees Schedule, as presented to council. First offenses begin after the resolution is adopted. Discussion followed. **A motion was made by Tom Keefer, seconded by Rick Kline, to approve having Colleen Gallo prepare a resolution for the 2021 IPMC Fees Schedule, as presented to council. Motion carried.**

Colleen Gallo updated council in regard to court action filed on a property located 157 E. Market St. & a request to enter into agreement for compliance with IPMC violations; not charging the \$100/day fee. **A motion was made by Don Raiger, seconded by Tom Keefer, to approve authorizing Mayor Quairoli enter into agreement to bring this property into compliance with IPMC; not charging a \$100/day fee. Motion carried.**

Colleen Gallo opened discussion in regard to a Zoning Hearing Board meeting scheduled May 29, 2021. A request will be made to the Zoning Hearing Board to approve a zoning variance at 157 E. Market St. Council agreed to authorize a representative from council, Robin Wolferd, attend the hearing to provide testimony. Colleen Gallo suggested Robin Wolferd present concerns from council as being opposed to the business having a store front, parking

& traffic, etc. **A motion was made by Don Raiger, seconded by Tom Keefer, to approve authorizing Robin Wolferd attend the hearing, representing the borough, to address concerns of a store front, parking & traffic. Tyler Longenecker and Jeff Schott opposed. Discussion followed. A roll call vote was taken, results follow:**

Rick Kline; voted yes

Tom Keefer; voted yes

Robin Wolferd; voted yes

Tyler Longenecker; voted no

Don Raiger; voted yes

Jeff Schott; voted no

A motion was made by Don Raiger, seconded by Jeff Schott, amending the previous motion, as revised, to give Robin Wolferd permission to serve at the hearing, in the capacity to voice concerns on behalf of borough council. Tyler Longenecker opposed. Motion carried.

ORDINANCE COMMITTEE – *Jeff Schott, Mayor Quairoli, Robin Wolferd, & Kathy Price* – Mayor Quairoli opened discussion, recommending council approve the sign permit for 333 W. Market St., submitted on 3/24/21. Erik Harmon stated the same stipulations for a building permit, as reviewed earlier tonight for 40 W. Market St., would apply. Discussion followed. **A motion was made by Jeff Schott, seconded by Don Raiger, to authorize Mayor Quairoli determine the approval of the sign permit, upon meeting ordinance requirements. Motion carried.**

Jeff Schott opened discussion in regard to zoning ordinance concerns. Colleen Gallo recommended taking a look at the Chapter 27 Zoning Ordinance to see if anything seems out of the normal, & find what may need addressed. Jeff Schott asked for council's concerns to be emailed to him at the past two council meetings, & hasn't received input. Erik Harmon mentioned some communities, similar to the borough, try to promote growth in the central commercial district, and took out no parking requirements for commercial properties. Jeff Schott will make note of that, & address concerns at Planning Workshop Committee meeting.

NEW BUSINESS – No update at this time on Dieffenbach's Chip Sign (Spittle Field).

Discussion was opened on a request received, to fly a drone over a 'group' marching in the Memorial Day Parade. This will be placed on Planning Workshop Committee meeting agenda for further discussion. Colleen Gallo will check with Annville Township to see why they did not permit a drone fly over their Memorial Day Parade. Mayor Quairoli found, as of October 12, 2018, no Pennsylvania County, City, Borough, Incorporated Township or Municipality may regulate the ownership or operation of unmanned aircraft. All municipal rules are granted by Pennsylvania State Code.

OLD BUSINESS – Don Raiger gave an update/information on NLHS land acquisition at Jonestown Elementary.

A request was made to enter into executive session in regard to possible litigation.

Discussion followed in regard to the park trails. The Infrastructure Committee will schedule a meeting in the near future. Park & Recreation committee members are welcome to attend the meeting to work together on park trails, and bring recommendations back to council.

Council recessed into Executive Session @ 9:37 p.m.

Council re-entered into regular meeting @ 9:45 p.m.

Upon motion and second, Council adjourned at 9:45 p.m.

Respectfully submitted,

Joan Keefer, Secretary/Treasurer