

August 1, 2023, Council Meeting Minutes

Jonestown Borough Council held meeting on the above date, beginning at 6:30 p.m., President Tom Keefer presiding. Council members attending: Tracey Charest, Rick Kline & David Charest. Also attending: Mayor Joseph Quairoli, Attorney Colleen Gallo, Engineer; Lee Strause, Secretary Treasurer; Joan Keefer & Office Assistant; Jodi Swisher.

PRESENTATION TO SCHOOL CROSSING GUARDS – Three Crossing Guards were in attendance: Maria Higareda, Sharon Heck & James Leach. Mayor Quairoli thanked the Crossing Guards, on behalf of the Borough, for their years of service, presenting them with a certificate and an end of the school year bonus check.

APPROVAL - MINUTES/TREASURER'S REPORT - A motion made by David Charest, seconded by Rick Kline, to approve July 5, 2023, Council Meeting Minutes. Motion carried.

A motion made by David Charest, seconded by Tracey Charest, to approve Treasurer's Report, as presented to council, for month ending July 31, 2023. Motion carried.

PUBLIC COMMENT – Shirley Fortna, Randy Fortna & Tammy Fortna were in attendance to express their feelings regarding the 49 W. Market St. property "Name the Park" contest. There are fifty-four entries to date for the contest. Discussion followed regarding plans for this property. Council agreed to share the top five names with Shirley Fortna once that decision is made.

MAINTENANCE – Tom Keefer, Supervisor – No report.

BOROUGH ENGINEERING REPRESENTATIVE – Lee Strause (*report attached to minutes*). Update given on last month's involvement from Light-Heigel & Associates, Inc. on the following items of interest to the Borough:

TASA Grant – PennDOT received and reviewed information added to the CE Scoping System. After scoping documents are approved Light-Heigel & Associates, Inc. will submit plans to the safety review committee. The TASA coordinator confirmed the funding will not be an issue. An updated timeline must be submitted for the project and be coordinated with the Project Management contacts at Penn DOT, then submitted back to the TASA coordinators. Lee Strause will keep council up to date during the approval process.

DCNR Grant – Park – The Park Project re-bidding will be advertised in the fall or spring construction window.

Park Subdivision Plans – Plans in the process of being signed. When all signatures are completed, the plans will be recorded with County Planning.

G3 Grant Charrette – Light-Heigel & Associates, Inc. attended an information online seminar session regarding the G3 Grant.

MAYOR – Joe Quairoli – Mayor Quairoli reported on information for purchasing barricades and signs for the time when State Route 72 Bridge Closure Project begins. The cost for two sets of signs = \$418.00 & two 48-inch barricades may be loaned or donated to the borough. Lee Strause suggested Mayor Quairoli contact Mainstream Industries in Bernville for a quote.

SOLICITOR – Colleen Gallo; Reilly, Wolfson Attorneys at Law – Colleen Gallo updated council about a Code Enforcement Committee meeting held recently.

SECRETARY – Joan Keefer – Joan Keefer reminded Council about the first budget meeting scheduled on Tuesday, September 12, 2323 @ 6:30 p.m. at the Jonestown Borough Building.

OFFICE ASSISTANT – Jodi Swisher reported fifty-four (54) entries have been received for the "Name the Park" contest.

MS4 – Waiver for Jonestown Borough expires November 30, 2024. The borough must apply for another waiver six (6) months before the end date. Joan Keefer will find the costs involved in applying for the waiver and bring the information to the next meeting.

INFRASTRUCTURE IMPROVEMENTS – Tom Keefer, Mayor Quairoli & Rick Kline – See Engineer's report attached to minutes) – Regarding the CDBG Grant (for new curbing project in square), new income surveys must be completed. Surveys from the past few years are not able to be used for this grant. Discussion followed regarding council members volunteering to help complete the resident surveys.

August 1, 2023, Council Meeting Minutes

GRANTS – *D. Quairolì & Justin Shuey* – No report.

PARK & RECREATION – *Tracey Charest* – Discussion opened on allowing e-bikes in Jonestown Park. Colleen Gallo recommended checking with the borough insurance carriers' input, to be sure e-bikes are covered under the current policy and updating ordinances regarding park rules. Tom Keefer will contact the insurance agency for further information. Signs for e-bikes in the park cost \$23.00 each.

Tom Keefer reported trees are going to begin being planted at 49 W. Market St. the week of August 28, 2023.

A request made to ratify the expense from Orkin, in the amount of \$375.00 to treat the concession stand in Jonestown Park for a bee infestation. **A motion made by Rick Kline, seconded by David Charest, to approve the expense from Orkin, in the amount of \$375.00 to treat the concession stand in Jonestown Park for a bee infestation. Motion carried.**

PERSONNEL – *Tracey Charest, Justin Shuey & Mayor Quairolì* – Rick Kline reported the office employees scheduled vacation times for Jodi Swisher & Joa Keefer and the change in office hours the week of August 21, 2023.

COST REDUCTION AND FINANCES – *Rick Kline, Donnette Quairolì & Tom Keefer* – Discussion opened for a decision to purchase I-pad covers at a cost not to exceed \$250.00; paid from the ARPA Fund. **A motion made by Tom Keefer, seconded by Rick Kline, to approve purchasing I-pad covers at a cost not to exceed \$250.00; paid from the ARPA Fund. Motion carried.**

ORDINANCE COMMITTEE – *Jeff Schott & Mayor Quairolì* – Joe Quairolì updated council regarding the preferred method for mail delivery, promoting cluster mailboxes, by providing an ordinance as such. The postmaster he spoke with says a walking route compromises the aspect of the Postal Services operations. Mayor Quairolì will pursue the appeals process and bring information back to council. A meeting is scheduled with Susan Dove, Jonestown Postmaster, August 15, 2023.

CODES & CODE ENFORCEMENT – *Mayor Quairolì, Tom Keefer & Tracey Charest* – No report.

NEW BUSINESS – Colleen Gallo stated executive sessions are held for litigation. Executive session cancelled.

OLD BUSINESS – Request made to approve the Official Proclamation for Jonestown Borough Council proclaiming October 13th as Metastatic Breast Cancer Awareness Day annually. Colleen Gallo stated approval is not necessary from council if it is a proclamation by the mayor.

Discussion held about naming the 49 W. Market St. Park. The entry deadline was yesterday, July 31, 2023. Council will review & choose the top five entries on August 28, 2023, at the Planning Workshop Committee meeting. Winning entries will be drawn from the top five at a future event in September 2023.

Upon motion and second, Council adjourned at 7:29 p.m.

Respectfully submitted,

Joan Keefer, Secretary/Treasurer