

August 24, 2020 Planning Workshop Committee Meeting Minutes

Call to Order @ 6:30 p.m. Planning Workshop Committee Meetings are advertised as performing general business.

Roll Call – In attendance; *Rick Kline, Don Raiger, Tom Keefer, Joan Keefer, Robin Wolferd and Jeff Schott.*

Request made to amend a previous motion made by Rick Kline, seconded by Don Raiger, @ July 27th Planning Workshop meeting, approving the payment made for crack filling & curb sealing on various roads in the borough be paid from General Fund, amended to stating “paid from Liquid Fuels Fund”. **A motion was made by Rick Kline, seconded by Don Raiger, to amend a previous motion made by Rick Kline, seconded by Don Raiger, at the July 27, 2020 Planning Workshop meeting, approving payment made for crack filling and curb sealing on various roads in the borough be paid from General Fund; amended to being “paid from Liquid Fuels Fund”. Motion carried.**

Planning Workshop Committee Meeting Minute Approval – A motion was made by Rick Kline, seconded by Robin Wolferd, to approve July 27, 2020 Planning Workshop Committee Meeting minutes, as amended. Motion carried.

Special Guests – None.

New Business – Request to ratify email approval allowing N.L. Youth Soccer Club use of the south field of Jonestown Park Monday-Thursday evenings, & Saturday’s from 9 a.m. to noon. Practice dates - August 13, 2020 - October 31, 2020. **A motion was made by Rick Kline, seconded by Jeff Schott, to ratify the email approval allowing N.L. Youth Soccer Club use of the south field of Jonestown Park Monday-Thursday evenings, & Saturday’s from 9 a.m. to noon. Practice dates - August 13, 2020 through October 31, 2020. Motion carried.**

Discussion opened in regard to the 2020 additional realty tax revenue (from 2019 realty tax increase), earmarked for infrastructure, & transferred into the Infrastructure Fund (same as in 2019). **A motion was made by Don Raiger, seconded by Rick Kline, to approve transferring additional realty tax revenue, in the amount of \$28,000.00, from General Fund to Infrastructure Fund, as per council’s discussion. Motion carried.**

Tom Keefer informed council on the traffic citation revenue dating back to March 2018; the time North Lebanon Police Department was under contract with the borough. Until reviewing this issue further, traffic citations may have been improperly coded, & automatically deposited into N. L. Township’s bank account.

The bench tags at 49 West Market St. have been vandalized. Tom Keefer removed them from the benches & contacted Brown Signs. The approximate cost to replace the bench tags, with brass tags, is \$150.00. Mr. Reager from ‘Every Mountain Outdoors’ volunteered to donate funds to replace the tags. Council appreciated his sponsorship.

Discussion was opened in regard to council having the option to share files (action list, code enforcement spreadsheets, etc.). Sharing code enforcement files will help make code enforcement’s job easier. Don Raiger will look into file sharing on One Drive files. This can be done either with a shared password, or individual passwords, used with each council member’s email address. Council agreed to have Don Raiger move forward. Jeff Schott requested council consider the proper ways of file sharing, and follow Right-to-Know laws.

Discussion was opened in regard to use of the green waste yard, & rules for council members/borough employees accessing the yard. After discussion, Council agreed to place this on the next council meeting agenda for discussion.

Rick Kline reported receiving a call from a PA One Call representative. PA One Call needs a map of all borough utilities. Rick Kline requested having Erik Harmon - Light-Heigel & Associates, Inc., prepare a map. Council agreed.

Rick Kline reported the maintenance building renovation will begin September 8, 2020. A pre-construction meeting was held last week. Time for completion is 90 days; but there may be difficulty getting supplies to complete renovation.

Rick reported crack sealing will take place September 8th & 9th; & the curb sealing will take place September 10th, 11th, & 12th (weather permitting).

Don Raiger updated council on the Spring Court Project; Dirt, Gravel & Low Volume Road Grant through DCNR. After discussion, council agreed to have Don Raiger contact Stephanie Harmon, Watershed Specialist, Lebanon County Conservation District, to inform her council agreed to move forward to accept the \$80,000.00 DCNR grant. **A motion was made by Don Raiger, seconded by Robin Wolferd, to approve moving forward to accept the Lebanon County Conservation District, Dirt, Gravel & Low Volume Road Grant through DCNR. Motion carried.**

Upon motion and second, Council was adjourned at 7:43 p.m.

Respectfully submitted,
Joan Keefer, Secretary/Treasurer