

August 27, 2018 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 – *Don Raiger, Tom Keefer, David Charest, Roy Lefever, Robin Wolferd & Melissa Reynolds.*

Approval of Meeting Minutes – **A motion was made by Don Raiger, seconded by Tom Keefer to approve the Planning Workshop Committee Meeting minutes from July 23, 2018. Motion carried.**

Special Guests

At this time the floor was open to residents interested in the Mayor's position. Jeffrey Schott has an interest in the Mayor's open position, and introduced himself to council and answered their questions/concerns.

Melanie Schaeffer, from the Northern Lebanon Rotary Club, a service organization, presented a project request to council for spring 2019 Park Rotary pavilion clean-up. Discussion followed. The borough will contact Melanie Schaeffer early 2019 to set up the service project.

Melissa Reynolds explained to council how 'Day of Caring', and volunteering projects are scheduled.

New Business

Roy Lefever stated - While there is a mayoral vacancy the president of council (Robin Wolferd) shall serve as acting mayor and does not have the right to vote as a council person under section 10A08 of the Borough Code and the vice president (Roy Lefever) will run the meetings. After a newly appointed mayor is confirmed and taken the oath of office, the president of council/acting mayor would turn the office over to the new mayor and resume as president.

Accept Mayor Seller's resignation. Mayor Sellers resigned as of midnight on August 23, 2018. **A motion was made by David Charest, seconded by Tom Keefer to accept the resignation from Mayor Vince Sellers. Motion carried.** The open position will need filled by September 26, 2018.

Ingram Micro Community Service Project Request – A formal approval for spending \$800.00 (materials paid from what fund?) was requested. Discussion followed in regard to funds, and where expenditures are to be taken. **A motion was made by David Charest, seconded by Tom Keefer to pay for the materials used to repair the concession stand, at a cost not to exceed \$800.00, to be paid from the General Fund. Motion carried.** Council will continue the discussion about expenditures and funds at the next budget meeting.

A request was made from Lebanon County Agricultural Land Preservation Program for a donation. Melissa Reynolds will contact Angie Foltz to request she attend the next Planning Workshop meeting, September 24, 2018.

Robin Wolferd made a request to waive the emergency street repair inspection fee for City of Lebanon Authority. **A motion was made by Don Raiger, seconded by David Charest to waive the emergency street repair inspection fee for City of Lebanon Authority. Motion carried.**

A request to approve "Trick or Treat" night was made. Lebanon County scheduled it for Wednesday, 10/31/2018; rain date Thursday, 11/1/2018. **A motion was made by Melissa Reynolds, seconded by Don Raiger to approve "Trick or Treat" night to be scheduled on Wednesday, 10/31/2018; rain date Thursday, 11/1/2018. Motion carried.**

A request was made to approve Lebanon County Penn DOT renewal contract for 2018-2019; due by September 7, 2018. **A motion was made by Tom Keefer, seconded by Melissa Reynolds to approve signing the Lebanon County Penn DOT renewal contract for 2018-2019. Motion carried.**

Tom Keefer opened discussion in regard to closing the Park bathrooms earlier in the evenings, and give keys to the baseball coaches for the times they need to use the bathrooms.

Discussion opened in regard to a skateboarding incident that took place on W. Market St., and having a possible ordinance on skateboarding. Discussion followed.

Council discussed approving a Newsletter article from Dennis Wood about Building of the Baseball Field on South Lancaster St. Council decided to have the article placed on the Jonestown Borough website. Melissa Reynolds will contact Dennis Wood.

Joan shared the deadline for Fall Newsletter articles is Wednesday, September 12, 2018. Discussion continued.

Council discussed an email received from Erik Harmon about the North Broad Street Culvert Pipe – on Friday, August 24, 2018. The pipe was damaged during a recent flood. Discussion continued in regard to council committees, and the process for handling various issues and projects in the borough. Tom Keefer volunteered to be the chair person for the Infrastructure Committee. Roy Lefever, acting president, agreed. Council agreed to have Tom Keefer contact Erik Harmon, and proceed on the culvert pipe project. Discussion followed.

Roy Lefever opened discussion in regard to the crosswalk painting. The materials being used to do the line painting are not PennDOT approved, which means council cannot use Liquid Fuels funding to pay for the project. The maintenance department will perform the line painting. Discussion followed. **A motion was made by Melissa Reynolds, seconded by David Charest, to approve the crosswalk line painting, at a cost not to exceed \$8,000.00, paid from the General Fund. Motion carried.**

Discussion was opened in regard to the school flashing lights and the times they are on. Robin Wolferd will call the Jonestown Elementary School to work out the times.

Tom Keefer requested approval to spend up to \$1,500.00 for Nolts to work on N. Broad St. **A motion was made by Tom Keefer, seconded by Don Raiger, to approve having Nolts complete the road work on N. Broad St., at a cost not to exceed \$1,500.00; paid from the General Fund. Motion carried.**

Tom Keefer opened discussion in regard to Joanna Guldin-Noll's email for Zion's Lutheran Church to do a service project at the Boat Launch area by spreading mulch. **A motion was made by Tom Keefer, seconded by David Charest, to approve purchasing mulch from Greater Lebanon Refuse Authority, at a cost not to exceed \$100.00, for the service project, by Zion Lutheran Church, paid from the Park and Recreation Fund. Motion carried.**

Roy Lefever requested thank you letters and cards be sent to J-Rock for the service project they performed in the park.

Tom Keefer requested approval for a Halloween Event to be held in the Park on October 13, 2018. **A motion was made by Don Raiger, seconded by Melissa Reynolds, to approve having a Halloween Event held in the Park. Motion carried.**

Discussion was held and resolved in regard to the firewood pile at the boat launch, left by J-Rock cleaning the area.

Old Business

David Charest gave council an update on the placement of the Bee Garden. **A motion was made by David Charest, seconded by Tom Keefer, to approve placing the Bee Garden south of the basketball court in the Jonestown Park. Motion carried.**

Roy Lefever gave an update on Cameras; 7/23/18 Council agreed; begin placing cameras/running cables. (Playground, green waste, parking lot, 2 - garage). Richie will be updated on the placement of the cables and poles by Tom Keefer.

Tom Keefer updated on replacing 7 remaining LED street lights & LED park lights; previously approved. Tom awaits an estimate.

Personnel

Roy Lefever requested an executive session in regard to personnel.

Council recessed into executive session @ 9:03 p.m.

Council returned into regular session @ 9:26 p.m.

Upon motion and second, Council adjourned at 9:26 p.m.

Respectfully submitted,
Joan Keefer