

August 8, 2018 Council Meeting

The regular meeting of Jonestown Borough Council was held on the above date beginning at 7:00 p.m., with President Robin Wolford presiding. The following members were in attendance: Rick Kline, Don Raiger, Tom Keefer, Roy Lefever and Melissa Reynolds. Also attending were Mayor Vince Sellers, Attorney Colleen Gallo, Engineering Representative; John Poff, Maintenance Lead; Richie Deibert and Secretary/Treasurer; Joan Keefer. Absent: David Charest

MEETING MINUTES/TREASURER'S REPORT

A motion was made by Melissa Reynolds, seconded by Rick Kline, to approve the July 3, 2018 Council Meeting Minutes. Motion carried.

A motion was made by Tom Keefer, seconded by Melissa Reynolds, to approve the Treasurer's Report for the month ending July 31, 2018. Motion carried.

SPECIAL GUESTS – Mayor Sellers presented Anna Werni with a certificate of recognition and a \$50.00 gift card to Ivana's Bistro, as approved by council, for all of the years of service (11 yrs.) as a crossing guard.

Mr. Waltermeyer, a representative from Jonestown United Methodist Church, requested council's approval waiving permit fees for repairs made to the church parking lot that tied into North Broad St. A permit application was previously filled out and submitted to the borough office. **A motion was made by Tom Keefer, seconded by Rick Kline, to approve waiving the permit fee (including one inspection) in the amount of \$120.00 for repairs made to the United Methodist Church parking lot, which tied into North Broad St. Motion carried.**

Douglas Kreiser presented himself to council as having interest in the Mayor's position. Douglas shared his concerns of code enforcement and ordinances. Colleen Gallo requested Douglas have an affidavit of residency completed, and given to the borough office.

PUBLIC COMMENT – No report.

MAINTENANCE – *Richie Deibert (report attached to minutes)* - Richie requested council ratify the expense for repairs (fuel pump & filter) made to the bucket truck; at a cost of \$346.90. **A motion was made by Tom Keefer, seconded by Roy Lefever, to ratify the expense of repairs (fuel pump & filter) made to the bucket truck; at a cost of \$346.90. Motion carried.**

Richie requested approval to do line painting on North/South Mill Street and West Market Street; not to exceed 2,000.00. **A motion was made by Tom Keefer, seconded by Melissa Reynolds, to approve line painting on North/South Mill Street and West Market Street, at a cost not to exceed \$2,000; paid from the Liquid Fuels Fund. Motion carried.** Richie will contact Swatara Township and let them know the cost involved; so they can have it approved at their next board meeting.

Richie reported to council about the storm drain emergency on North Broad St. Discussion followed.

Richie reported a resident pumps water out onto N. Mill Street. Richie Deibert and Tom Keefer will talk to the resident, to resolve the problem. Discussion continued about placing a V trench, to fix the problem. Colleen Gallo suggested putting an article in the Fall Newsletter requesting water from sump pumps not be discharged on borough streets; but directed onto the homeowners property.

Richie gave an update on repairs needed to the bump curbing on W. Chestnut St. Repairs will be completed when paving material is purchased for other paving plans, on borough roads, in September 2018.

Richie gave an update on sealing SRTS paths in the Park. The paths will be seal coated tomorrow.

Robin Wolford inquired with Richie as to when they are scheduled to do line painting. Richie reported no date was scheduled at this time. Discussion followed.

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Richie opened discussion in regard to purchasing a new Bobcat. New Bobcat; S650 – A91 Packages were quoted from Co-Star dealers. The cost is \$40,923.00 from a Co-Star dealer in Lancaster. Warranty is on the machine (12 month) & engine (24 month). Discussion continued in regard to Don, David, Joan & Tom meeting, to review the budget, discuss covering the cost to purchase a new Bobcat, and funds the borough can use towards the purchase. **A motion was made by Rick Kline, seconded by Roy Lefever, to approve purchasing the S650 – A91 Bobcat & Package, at a cost not to exceed \$41,000.00; paid from the General Fund. Motion carried.** Council decided to evaluate the budget at future budget meetings and decide whether to use other funds, and possibly reimburse the General Fund.

Richie reported on the community service volunteer from Ingram Micro as doing an excellent job helping the maintenance department in the past week.

BOROUGH ENGINEERING REPRESENTATIVE – Erik Harmon, Project Manager (report attached to minutes)

2017 Sidewalk Inspections – Erik reported to council on two properties in the borough that received an enforcement notice and have not yet completed repairs at 4 East Market St. & 32 West Market St. Erik reported 4 E. Market St. as being a safety issue, and recommended the Borough take action. Erik suggested further written correspondence be sent to the owner at 32 West Market St., letting them know the repairs made were not adequate. Colleen Gallo recommended giving the property owners 30 days to comply. Colleen Gallo will prepare letters for both properties.

Highland Drive Culvert Pipe – Erik reported the Borough obtained a General Permit (DEP General Permit File No. GP-11-38-11-114) in late 2011 for perpendicular connection into the culvert pipe and to conduct maintenance on the existing culvert pipe. The permit allows the Borough to perform maintenance on the culvert pipe and stream channel limited to 50 feet upstream and 50 feet downstream from the culvert pipe to restore the pipe and channel to original conditions per the “Standards for Channel Cleaning at Bridges and Culverts.” Discussion followed. An accumulation of sediment within the stream channel downstream of the culvert pipe is causing the base flow elevation of the stream to be above the top of the downstream end of the pipe. Erik suggested a notification that includes the work schedule, written description of each structure, a description of the proposed work, and a map showing the project location shall be submitted concurrently to PA DEP, PA Fish & Boat, and the Lebanon County Conservation District not less than 30 days in advance of initiating work. Discussion followed. Colleen recommended directing Richie Deibert to get three estimates for getting the sediment cleaned out from the stream channel. Erik suggested contacting a professional to clean out the culvert pipe. He will give information to the borough in regard to contractors that can perform this service.

North Broad Street Culvert Pipe – Erik reported an accumulation of debris and sediment in and around the upstream end of the North Broad Street culvert pipe and the damage caused by scouring around the culvert pipe, extending into the road subbase. John Poff met with Mayor Sellers and Richie Deibert and advised the Borough on emergency removal of debris from the stream channel and culvert pipe. Discussion followed. **A motion was made by Don Raiger, seconded by Tom Keefer, to approve Erik Harmon moving forward with getting permits, at a cost not to exceed \$5,000, and apply for an emergency permit, and if not, apply for a regular permit. Motion carried.**

Tom Keefer inquired with Erik and Colleen on what the Borough would have to do to reinstate the Storm Water fee ordinance. Colleen replied, council would have to formally authorize her to advertise to reinstate the ordinance. Colleen recommended the latest council has to reinstate the ordinance is the end of the year, 2018. The latest council has make a decision to reinstate the ordinance is November 2018, in order give Colleen enough time to complete all of the paperwork. Discussion followed in regard to a storm water fee structure.

Erik suggested council review the email recently received from Julie Cheyney in regard to whether Pennsylvania is achieving pollution reduction. Discussion followed in regard to increasing property taxes.

MAYOR – Mayor Sellers stated he will announce his resignation on August 23, 2018, to give council enough time to appoint a mayor. Kim Longenecker displayed flyers throughout the borough, to get the word out in pursuing a mayor. Discussion followed.

Mayor Sellers updated council on recent vandalism in the park by children. The children’s parents will pay for damages, and council decided to have them come to a council meeting to publically apologize. Colleen announced anyone can call 1-800-CHILDLINE if they witness child neglect or abuse, at anytime.

SOLICITOR – *Colleen Gallo; Reilly, Wolfson Attorneys at Law* – Northern Lebanon County Authority’s agreement was received; but the wrong exhibit was attached. Council decided to have Colleen request an amended agreement with the correct exhibit.

Colleen announced everyone is to record storm water damages from the recent heavy rains and flooding. Erik suggested estimates from the borough should include the sediment removal. The county is collecting information, to submit to the federal government, for possible funding.

Colleen updated council on the property located 147 W. Market St. as going to sheriff sale. Colleen will check and confirm the present owner for the borough office to send a code enforcement letter.

SECRETARY – *Joan Keefer* – A request was made for donation to the Fifteenth Annual Community Thanksgiving Celebration. The borough donated \$150.00 in 2017. **A motion was made by Roy Lefever, seconded by Don Raiger, to approve a donation of \$150.00 to the Fifteenth Annual Community Thanksgiving Celebration. Motion carried.**

Joan updated council in regard to Paul Wehrman using lower field for Northern Lebanon Youth Soccer from August 6, 2018 (council approved April 3, 2018) to October 31, 2018. He will provide an insurance certificate, when their insurance renews.

Joan updated council in regard to contacting the District Attorney’s office about restitution for recent vandalism in the Park by two teenagers. Joan was told the first thing the borough needs to do is to press charges. Mayor Sellers will contact the State Trooper who handled this vandalism and make sure to press charges.

MS4 – No Report.

INFRASTRUCTURE IMPROVEMENTS – *Tom Keefer, Roy Lefever & Rick Kline* – An update on LED street lights Met-Ed invoicing was given by Rick Kline. A representative from Met-Ed told him the borough should see a difference in their August invoice, or the September invoice, and the reimbursement will be retroactive from the time the LED lights were installed. Once the borough sees a difference in savings from the LED lights, the additional moneys saved will be put towards the borough mortgage.

Tom Keefer gave an update on Fortna Parking Lot. The committee was to meet with Mr. Fortna, and bring recommendations back to council. Mayor Sellers stated he spoke to Dan from the Lebanon County Conservation District, and was told this will not qualify for a grant. Discussion followed in regard to possible options, if the borough were to own the property. Erik Harmon will follow up with further grant information.

LOCAL BUSINESS – *Roy Lefever & Melissa Reynolds* – No report.

GRANTS – *Mayor Sellers & Don Raiger* – Mayor Sellers updated council in regard to the Chestnut Street grant. Mayor Sellers will meet with Don Raiger to hand over all the information, and take over the grant.

Mayor Sellers updated on the Park Trail Grant. The project is likely to begin in the springtime, 2019.

PARK, RECREATION & EVENTS – *David Charest & Tracey Charest; Chairperson* – Tom updated council in regard to replacing park lights with LED bulbs. He is waiting for a price from a private contractor. This project was already approved.

Melissa shared information with council on the QR Active Program Letter rec’d by email on 7/11/2018 from WellSpan. WellSpan would like to identify 10 parks that would engage community members in physical activity through this new program. Plaques will be placed in the Park showing health activities; once scanned by the participant’s cell phone.

PERSONNEL – *Robin Wolferd, Rick Kline, Mayor Sellers & Roy Lefever* – No report.

COST REDUCTION AND FINANCES – *Don Raiger & David Charest* – Tom updated council on the USDA option for purchasing a skid loader, and recommended not applying for a loan from USDA at this time.

CODES & CODE ENFORCEMENT – *Mayor Sellers, Roy Lefever & David Charest* – No further report.

ORDINANCE COMMITTEE – No report on the Conduct of Special Events Ordinance at this time.
No report on the False Alarm Ordinance & International Property Maintenance Code at this time.

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NEW BUSINESS – Tom Keefer requested permission from council to pursue getting prices, with George Kaufman, to place lights at the J-1 baseball field. Council agreed.

Melissa opened discussion in regard to seeking a Junior Council Member. Discussion followed. Melissa will contact the High School Counselor and request help in getting the word out to Junior and Senior High School students. This may possibly fall under the student's senior project.

Robin Wolford requested council change the date of the budget meeting; scheduled on September 11th to September 17, 2018. **A motion was made by Roy Lefever, seconded by Don Raiger, to approve changing the budget meeting from September 11th to September 17, 2018; and having Joan advertise the new meeting date. Motion carried.**

OLD BUSINESS – Robin opened discussion in regard to the open position on Zoning Hearing Board - Alternate (1 yr. term). Don Raiger mentioned his wife is interested in the position. **A motion was made by Melissa Reynolds, seconded by Roy Lefever, to appoint Dawn Raiger as Zoning Hearing Board Alternate (1yr. term). Don Raiger abstained. Motion carried.**

Discussion was open in regard to deciding where to place a bee garden. David Charest was looking into this, so council decided to place this on the Planning Workshop Committee meeting agenda, since David was not present.

Tom gave an update on placing additional cameras in the park and maintenance garage. Council decided to have Richie begin placing cables.

Tom updated council in regard to Choice Communications door/call box/buzzer system. Tom is waiting for a price quote to place a security glass petition at the borough office counter.

The following items will remain on the agenda:

- Planting trees in the Park. Council approved planting 3 trees; not to exceed \$1,500
- Continued monitoring pipe P-12 from the low-volume road maintenance program on W. Chestnut St.
- Salt Shed repairs; Council approved

Upon motion and second, Council adjourned at 9:16 p.m.

Respectfully submitted,

Joan Keefer, Secretary