

December 28, 2016

The regular meeting of Jonestown Borough Council was held on the above date at 7:00 p.m. with President Dawn Sellers, presiding. The following members were in attendance: Todd Anderbery, Joel Lehman, Tom Keefer, Roy Lefever and Robin Wolferd. Also attending were Mayor Vince Sellers, Erik Harmon, Engineer, and Joan Keefer, Secretary/Treasurer. Excused absence; Tammy Blair.

WEST CHESTNUT STREET PROJECT – Erik Harmon opened discussion on the W. Chestnut St. Project explaining the plans, including curbing, drain inlets (and placement), sump pump drainage onto streets, underground springs, stormwater designs, costs, road repairs/topcoat, and storm sewer designs. A resident living on Chestnut St. was present to give his views, and provide information to council. Erik reported the representative from the Conservation District highly recommended placing a baffle box into the design, at the last inlet, before going into the existing infiltration pit. There was a concern of leaves & sediment compromising the effectiveness of the infiltration pit. A baffle box collects sediment before entering the infiltration pit. Erik continued reviewing project plans with council, answering questions, taking notes to do further researching, and bring information/answers back to council, at their meeting scheduled January 3, 2017. Discussion followed. Council decided to wait until January 3, 2017, after they receive further information from Erik, before making a decision, on moving forward with bid documents.

MAYOR – *Vince Sellers (report attached)* – Mayor Sellers would like to see N. Broad St. & W. Swatara St. top coated in 2017. Two spots on Swatara Drive are in need of base repair, which he plans having Richie Deibert do those repairs. King St. is deteriorating, and Mayor Sellers would like Richie to work on that, too, as well as the widening of Hazel St. Mayor Seller's plans are to have Richie perform more road repairs in the future, and suggested hiring an employee to take care of maintaining the Jonestown Park. Discussion followed in regards to road repair budgeting, and equipment that may be necessary to purchase for the Borough to perform road paving. **A motion was made by Joel Lehman, seconded by Roy Lefever, to approve having Light-Heigel & Associates, Inc. prepare bid documents for top coating W. Swatara Dr. & N. Broad St. Motion carried.**

Discussion continued on the Mill Street project, proposed for 2017. Council decided not to put this project out to bid, and hold off until next year.

Mayor Sellers reported a letter was received from Penn DOT with results of the traffic study where the 35 mph speed limit on Market St. justifies changing the speed limit to 25 mph. The costs involved will be approximately \$462. Council decided to move forward to advertise the speed reduction. Mayor Sellers will first contact Colleen Gallo to see what the process is for changing the speed limit.

Mayor Sellers reported on the bump sign at the W. Market St. Bridge which should read dip caution, instead of bump caution. A letter will be sent, by Mayor Sellers, to the Lebanon County Commissioners and Union Township in regards to changing the signs.

Mayor Sellers reported the dump truck transmission is shot; but is under warranty, & will be fixed. The starter is bad and hydraulic lines are broken and need fixed. The mechanic from Zimmey's suggested the borough purchase another truck within a year.

Mayor Sellers reported to council he will be giving two awards out at the January 3, 2017 council meeting. A recognition award and the volunteer of the year award.

Mayor Sellers requested an executive session follow this meeting in regards to a personnel insurance issue.

Mayor Sellers stated a tree near the parking lot at Tony's on Market Street, owned by the Borough, has a branch hanging over the parking lot; causing a safety hazard. **A motion was made by Roy Lefever, seconded by Joel Lehman, to approve having the maintenance department cut the branch off the tree, which hangs over the parking lot; causing a safety hazard. Motion carried.**

Mayor Sellers requested council agree to place EIT monies received from the overpaid municipalities into the Capital Improvements Fund; and marking it on the financial statement. **A motion was made by Joel Lehman, seconded by Todd Anderbery, to approve placing the EIT funds received from the overpaid municipalities into the Capital Improvements Fund; and marking it on the financial statement. Motion carried.**

Mayor Sellers gave an update on worker's comprehensive insurance for the Fire Company merger. Jonestown Borough will pay the premium and invoice East Hanover & Union Township for their payment share. The premium total will be \$21,027.00, and the application paperwork needs completed. Mayor Sellers has a roster of all the Fire Companies. He will meet in the near future with Fire Chief Rob Taylor for finalization. **A motion was made by Roy Lefever, seconded by Joel Lehman, to approve accepting Resolution #2016-9; approved at the December 6, 2016 council meeting, contingent upon the worker's compensation insurance. Motion carried.**

Robin Wolferd updated council on an EMS resolution presented to Jonestown Borough, designating, re-designating, & authorizing basic and advanced life support service providers for the borough. **A motion was made by Roy Lefever, seconded by Joel Lehman, not to adopt the EMS resolution. Motion carried.**

Mayor Sellers requested council approve hiring Roxanne Gebhard as a substitute Crossing Guard. **A motion was made by Joel Lehman, seconded by Tom Keefer, to approve hiring Roxanne Gebhard as a substitute Crossing Guard. Motion carried.**

Mayor Sellers stated nomination paperwork will be necessary to complete by March 2017, if they have expiring terms in 2017, and want to petition to be on the 2017 ballot.

Todd Anderbery updated council on LED street lighting. \$922 will be saved per month, if council decides to convert to LED street lighting. The total initial cost (borrowed from the Capital Improvements Fund; EIT monies) will be approximately \$15,000 or \$16,000. The savings will pay for the installation of the lights after time; and once completed, possibly place the 'extra' funds, per month, on the borough building's mortgage. Discussion followed. **A motion was made by Joel Lehman, seconded by Todd Anderbery, to approve converting the street lights to LED lighting, with the initial expense being paid from the Capital Improvements Fund; not to exceed \$18,000. Motion carried.**

SECRETARY – *Joan Keefer* – Joan requested council approve an EMS (Emergency Management Services) Resolution #2016-10; eligibility for the Perseverance Fire Company, in their application, to use Federal Surplus Property Program; and to fill out and submit an application. **A motion was made by Robin Wolferd, seconded by Roy Lefever, to approve the EMS (Emergency Management Services) Resolution #2016-10; eligibility for the Perseverance Fire Company, in their application, to use Federal Surplus Property Program, and to fill out and submit an application. Motion carried.**

Joan reported on appointed positions having expired terms the end of year 2016. The following agreed to continue serving the appointments: Joe Kneasel; Planning Commission, 3 yr. term, Rick Kline; Zoning Hearing Board, 3 yr. term, Jerry Hayden; Alternate/Zoning Hearing Board; 1 yr. term, Robert Meneses; Vacancy Board Chairman, 1 yr. term, and Suzanne Guirate-Dubeck; Grant Writer, 1 yr. term.

Joan requested council approve the 2017 MMO worksheet (Minimum Municipal Obligation Worksheet) for Pension Plan employees; Richie Deibert & Craig Carl. **A motion was made by Todd Anderbery, seconded by Robin Wolferd, to approve the 2017 MMO worksheet (Minimum Municipal Obligation Worksheet) for Pension Plan employees; Richie Deibert & Craig Carl. Motion carried.**

Joan requested council ratify approval for holiday bonuses as follows: Crossing guards = \$50/ea., Substitute Crossing guard = \$25/ea., Secretary = \$150 & Maintenance full-time employees = \$150/ea. The total cost will be \$675.00, and will be printed the same as a payroll check. **A motion was made by Dawn Sellers, seconded by Robin Wolferd, to ratify approval for holiday bonuses as follows: Crossing guards = \$50/ea., Substitute Crossing guard = \$25/ea., Secretary = \$150 & Maintenance full-time employees = \$150/ea. The total cost being \$675.00; printed the same as a payroll check. Motion carried.**

Joan requested council ratify approval to donate \$100/ea. to the Auxiliary & Fire Company for doing a great job w/ traffic control at the Christmas tree lighting; paid from the General Fund. **A motion was made by Joel Lehman, seconded by Todd Anderbery, to ratify approval to donate \$100/ea. to the Auxiliary & Fire Company for doing a great job w/ traffic control at the Christmas tree lighting; paid from the General Fund. Motion carried.**

Joan requested council ratify the approval for Richie Deibert to pay for tools, purchased at Home Depot, by taking a blank check to purchase the tools; and to open a Home Depot credit card account. **A motion was made by Todd Anderberry, seconded by Joel Lehman, to ratify the approval for Richie Deibert to pay for tools, purchased at Home Depot, by taking a blank check to purchase the tools; and to open a Home Depot credit card account. Motion carried.**

Council agreed to have an inventory list made on tools purchased by the maintenance department. Mayor Sellers stated this will be a project the maintenance department can do over the winter months. Discussion followed.

Council recessed into executive session at 9:15 p.m.

Council entered into regular meeting at 10:19

Council adjourned at 10:19 p.m.

Respectfully submitted,
Joan Keefer,
Secretary/Treasurer