

February 25, 2019 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 – Rick Kline, Don Raiger, Tom Keefer, David Charest, Robin Wolferd & Kathy Price. Also attending was Engineering Representative; Erik Harmon.

Approval of Meeting Minutes – A motion was made by Rick Kline, seconded by David Charest, to approve the Planning Workshop Committee Meeting minutes from January 28, 2019. Motion carried.

New Business – Robin Wolferd made a request for council to approve applying for a Road Closure permit from PennDOT for the Block Party – 05/25/2019. A motion was made by Don Raiger, seconded by Tom Keefer, to approve applying for a Road Closure permit from PennDOT for the 2019 Block Party – 05/25/2019. Motion carried.

Light-Heigel & Associates, Inc. Engineering Representative, Erik Harmon, opened discussion in regard to the proposed parking lot grant at 49 West Market St. Erik Harmon displayed a copy of the proposed plans from Matthew Hockley. Storm water management requirements, parking spaces, signs, etc. were some items discussed. Funding sources were also discussed in more detail. Erik Harmon stated Jon Fitzkee, Lebanon County Planning Department, directed him to the PennDOT Multimodal Transportation Funding Grant for projects prioritized similar to this project, where different modes of transportation such as bicycle facilities and public transit are included. Another grant possibility may be from DCNR. The parking lot is located in the proximity of the LVRT (Lebanon Valley Rail Trail), and may be tied into the trail by placing a bicycle repair station near the bicycle rack. PennDOT Multimodal Transportation Funding Grant is for a minimal \$100,000.00 cost, with a 30% match. The fair market value of the property may be used; so a certified appraisal will be necessary. The property value is added to the total cost of the project, and 30% of that will be used as a match. A motion was made by Don Raiger, seconded by Rick Kline, to approve moving forward, to have an appraisal done on the property located at 49 West Market St. Motion carried. Robin Wolferd will contact Colleen for information in contacting an appraiser.

Erik Harmon, Engineering Representative, reported he and John Poff, visited the closed road site on E. Swatara Drive in regard to the Dirt, Gravel, Low Volume Roads (DGLVR) Grant. The amount of the grant is \$102,000; so the Borough is committed to the costs for engineering fees and any other costs over the \$102,000. Plans are to place a 4ft. swale along the south side of the road as a water quality benefit. Erik suggested the Borough advertise for bids the 1st week of March. A motion was made by David Charest, seconded by Don Raiger, to approve having Light-Heigel & Associates, Inc. move forward with the bidding process; construction plans, bid documents and advertising. Motion carried. Discussion continued on changing traffic patterns on roads.

Erik Harmon updated council on the Water Main Replacement Project the City of Lebanon Authority will be doing this year. During construction, the water company will be cutting the curbs and sidewalks. It may be possible, due to the poor condition of some sidewalks, a clean cut cannot be made, and homeowners may need to fix their curbs. CoLA offered to have their contractors perform the work for the homeowners, and submit for reimbursement from the homeowners for the contractor's fees. CoLA will give public notice, to the homeowners in advance, letting them know they may be affected. Discussion continued.

Auditors appointed by council – need three

Permit received – City of Lebanon Authority

Ratify cost of the meeting room chairs - \$2,144.87 = total cost; previously approved up to \$2,000.

Ratify council's approval for council members to volunteer to help the maintenance department – Robin Wolferd

Maintenance equipment repairs – Rick Kline

Old Business

Update - International Property Maintenance Code

Update - EMS services

Update - Street lights

Update - "JonestownPA.gov"

E. Hanover Township municipal agreement/employ a Borough Mngr. – Personnel Committee meeting to discuss & bring recommendations to council.

Update – Recreational Funding/Union Township – Borough sending letter containing proposed projects/costs

Old Business –

Upon motion and second, Council adjourned at 9:04 p.m.

Respectfully submitted,
Joan Keefer