

January 3, 2017

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, Tom Keefer, Tammy Blair, Roy Lefever and Robin Wolferd. Also attending were Mayor Vince Sellers, Attorney Colleen Gallo, Erik Harmon, Engineer, Richie Deibert (dismissed @ 8:14 p.m.), Maintenance Lead and Joan Keefer, Secretary/Treasurer. Junior Council Members present; Nicholas Lefever. Excused absence; Joel Lehman.

A motion was made by Roy Lefever, seconded by Tammy Blair, to approve the Council Meeting Minutes from December 6, 2016. Motion carried.

A motion was made by Tom Keefer, seconded by Roy Lefever, to approve the Treasurer's Report for the month ending December 31, 2016. Motion carried.

Mayor Sellers reported on donation monies to be received in the amount of \$2,500, for the Christmas Lights Fund, from Jonestown Bank & Trust in the beginning of 2017, and then an additional \$2,500 in the beginning of 2018. Mayor Sellers reported on the money raised at the Block Party in 2016 (\$2,881.27) as being earmarked under the Park & Recreation Fund, for the purpose of updating the playground equipment. EIT monies received is being earmarked under the Capital Improvements Fund.

REAPPOINTMENTS TO BOROUGH COUNCIL

A motion was made by Roy Lefever, seconded by Todd Anderberry, to appoint the 2017 Borough Secretary/Treasurer as Joan Keefer. Motion carried.

A motion was made by Tammy Blair, seconded by Robin Wolferd to appoint the 2017 Borough crossing guards as Anna Werni, Emerson Cain, Noreen Ramsey & Maria Higareda; and alternates as Dolores Neyer, Roxanne Gebhard & Margaret Aviles. Motion carried.

A motion was made by Roy Lefever, seconded by Todd Anderberry, to appoint the 2017 Borough Depository Bank as Jonestown Bank and Trust Company. Motion carried.

A motion was made by Roy Lefever, seconded by Tammy Blair, to appoint the 2017 Borough Solicitor as Reilly Wolfson Attorneys at Law. Motion carried.

A motion was made by Robin Wolferd, seconded by Todd Anderberry, to appoint the 2017 Engineer as Light-Heigel & Associates, Inc. Motion carried.

A motion was made by Tom Keefer, seconded by Robin Wolferd, to appoint the 2017 Annual Auditor as Garcia, Garman & Shea PC. Motion carried.

A motion was made by Roy Lefever, seconded by Todd Anderberry, to appoint the 2017 Zoning Officers as the Lebanon County Planning Department. Motion carried.

A motion was made by Roy Lefever, seconded by Robin Wolferd, to appoint the 2017 current and delinquent EIT and utility tax collector as Keystone Municipal Collections. Motion carried.

A motion was made by Tom Keefer, seconded by Roy Lefever, to appoint the 2017 Tax Collector as Lebanon County Treasurer. Motion carried.

A motion was made by Roy Lefever, seconded by Tammy Blair, to appoint the 2017 UCC Board of Appeals as Robert V. Boltz, John R. Poff, and William Smeltzer; alternate as Pat Brewer. Motion carried.

A motion was made by Roy Lefever, seconded by Todd Anderbery, to appoint the 2017 Borough's Right to Know Officer as Joan Keefer, and Richie Deibert as the Borough's Right to Know Officer Alternate. Motion carried.

Dawn Sellers reported the following were appointed at the December 28, 2016 meeting:

- Paul Bird; Jonestown Borough's Representative on the GLRA board, 5 year term
- Chair Person on Vacancy Board; 2017 – Robert Meneses; one year term
- Zoning Hearing Board Member; term ending 2019 – Rick Kline; Alternate; one year term - Jerry Hayden
- Planning Commission Member – Joe Kneasel; term ending 2019
- Jonestown Borough Grant Writer; 2017 – Suzanne Guirarte-Dubeck; one year term

SPECIAL GUESTS – Mayor Sellers recognized Emily Shertzer; presenting her with an award certificate for accomplishments received by the Pennsylvania Air National Guard 193rd special operations wing 2016 “Athlete of the Year” award on December 18, 2016.

Mayor Sellers recognized the “Volunteer of the Year” as Jonestown Borough Christmas Lights Fund Committee consisting of Oriana Spittle, Ed Spittle, former Mayor George Kaufman, Lynn Kleinfelter, Tovie Kleinfelter, Tom Keefer, Mayor Sellers and Joan Keefer. The committee chair person, Oriana Spittle, read two thank-you correspondences received, and stated it was well worth the time and effort the committee put into the project.

PUBLIC COMMENT – No report.

JUNIOR COUNCIL – No report.

CHRISTMAS LIGHTS – *Mayor Sellers* – Fundraising has been closed for the Christmas lights fund. Jonestown Bank & Trust's donation of \$5,000 will be received in 2017 & 2018. The Christmas lights will be taken down January 28, 2017 @ 8:00 a.m. The maintenance department will take down the Christmas tree.

BOROUGH ENGINEER – *Erik Harmon (report attached to minutes)* -

Low Volume Road Maintenance Program – Grant Opportunity - (Chestnut Street Project) – Erik reported checking on a request from council to move a storm drain from one side of the Spittle resident's driveway to the opposite side. Trying to get drainage from one side to the other side of the street makes this request almost impossible. The elevations of the sewer lines does not leave enough room to move the storm drain. Erik gave council two other possible options. Discussion followed. Stacy Longenecker, representing Light-Heigel & Associates, Inc. stated there is the possibility of hooking directly into three resident's sump pump pipes, with an inserta tee (costing approximately \$400). The existing pipe would be cut back from the curb about 5 ft. to place a clean out. This is less expensive than placing additional storm drains. Light-Heigel & Associates, Inc. will continue to research possibilities and bring costs to council; possibly by email, to get a census from council, and ratify it at February's council meeting. Plans are to send this project out to bid the end of January, beginning of February, and open bids on March 7, 2017, at council meeting. **A motion was made by Todd Anderbery, seconded by Roy Lefever, to approve bidding the Chestnut Street Project; contingent upon council amending for approval by email; to ratify a final approval at the February 7, 2017 council meeting. Motion carried.**

CDBG Grant – J-1 Baseball Dugouts – Construction to begin in the near future.

MS4 – The next meeting of the L.C.C.W.A. has not yet been scheduled.

Streets & Sidewalks Ordinance – L.H.A.I. continues waiting for further comment from council.

Storm Water Management Fee Ordinance & Credit Manual – L.H.A.I. is waiting for further comment from council.

MAINTENANCE – *Richie Deibert* – Richie updated council on the dropbox for outside the office. The borough is waiting for an account to be set up with Home Depot; to order a dropbox.

Richie updated council in regards to the lights being out in the Park. Three of the lights are repaired; one light remains out in the playground parking lot. The maintenance department will replace the sensor; the current sensor may be faulty.

Richie will be putting security cameras up in the borough office and meeting room.

A meeting is scheduled for Tuesday, January 10, 2017 @ 7:00 p.m. in regards to replacing the salt shed.

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A pre-meeting is scheduled for this Friday morning @ 8:00 a.m. with Richie Deibert, Mayor Sellers & Tom Keefer.

MAYOR – Mayor Sellers requested approval for Richie Deibert to attend EMS training (Two – 8 hour days). The Lebanon County Conservation District requires EMS training in order to receive the grant. The seminar is in Elk County and this will include two overnight stays, meals and fuel reimbursement. **A motion was made by Roy Lefever, seconded by Todd Anderbery, to approve having Richie Deibert attend the EMS training course for two days in March, including two night stays, meals and fuel reimbursement; not to exceed \$300. Motion carried.**

Mayor Sellers reported materials need to be purchased to close East Swatara Drive, including posts and 2 reflective “road closed” signs. Discussion followed.

Mayor Sellers reported Lebanon County Planning sent letters, in the past 2 months, to a property owner in regards to an unregistered RV parked on the property. There was no response from the property owner. Scot Adams will deliver the letter. Mayor Sellers and a representative from Lebanon County Planning will drive around the borough tomorrow checking for unregistered vehicles.

Mayor Sellers reported Zambelli Fireworks Company contacted him in regards to having fireworks this year. The price will remain the same as in the past. The Events Committee must raise funds for the fireworks. Council gave Mayor Sellers permission to get more information on the fireworks, and bring it back to council.

Robin Wolferd gave council information on contacting the North Lebanon Township Police Department in regards to the borough hiring 1 police officer 1 day/month to enforce traffic issues, etc. The cost for one officer, for an 8 hour day, is \$600 (\$75/hour). Half the money received from fines goes to the borough, and the remainder goes to the state. Discussion followed in regards to options for hiring an officer. Colleen Gallo stated an inter-municipal agreement be signed, if council decides to move forward, and an ordinance is necessary to enforce the traffic laws. Mayor Sellers will contact the sergeant from the PA State Police to give him an update as to what the borough plans to move forward with the North Lebanon Police Department. Robin will get more information and bring it back to council. Council plans to place a “speed sign” on Lancaster St., and possibly changing that speed limit, in the future. **A motion was made by Roy Lefever, seconded by Todd Anderbery, to authorize Colleen Gallo prepare/advertise an ordinance, to reduce the speed limit on Market St., from the Mill Street intersection, west, to the boundary line before the bridge (east boundary line to west boundary line). Motion carried.**

Mayor Sellers began meeting with a writer from the Daily News, to provide him council meeting information.

SOLICITOR – *Colleen Gallo; Reilly, Wolfson, Sheffey, Schrum & Lundberg* – Prepare & advertise speed limit ordinance; previously approved.

SECRETARY – *Joan Keefer* – Joan updated council in regards to the insurance coverages on the newly purchased bucket truck. The cost for comprehensive is \$375, and collision \$344 (by law you must carry collision). Council decided to keep both coverages on the bucket truck.

MS4 – Already reported/discussed.

INFRASTRUCTURE IMPROVEMENTS – *Dawn Sellers, Joel Lehman* – No report.

LOCAL BUSINESS – *Dawn Sellers and Roy Lefever* – No report.

GRANTS – *Mayor Sellers* – Already reported/discussed.

PARK FACILITIES, GRANTS, RECREATION & EVENTS – *Robin Wolferd & Tammy Blair* – No further report.

PERSONNEL – *Dawn Sellers & Robin Wolferd* – No Report.

COST REDUCTION AND FINANCES – *Joel Lehman, Mayor Sellers* – No report.

CODES & CODE ENFORCEMENT – *Roy Lefever* – Roy Lefever reported he will contact two residents on E. Market St. this Saturday who have trash accumulating.

ORDINANCE COMMITTEE – No Report.

OLD BUSINESS – Todd Anderbery updated council in regards to Borough's insurances. Todd sent for a review and will continue updating council, as he receives information.

A motion was made by Roy Lefever, seconded by Todd Anderbery, to approve the expense for repairing the starter in the dump truck, not to exceed \$250; paid from the General Fund. Motion carried.

Council held discussion on the fees for the pavilion rental in 2017. **A motion was made by Roy Lefever, to rent the pavilion at a cost of \$75 and exclude the nonprofit organizations for a day's rental.** Discussion followed. **Roy Lefever withdrew his motion.**

Former Mayor George Kaufman reminded council Northern Lebanon Rotary has a lifetime exemption from paying pavilion rental fees. The NL Rotary sponsored building the pavilion.

A motion was made by Roy Lefever, seconded by Tom Keefer, to approve renting the Park pavilion, Monday through Sunday, at a fee of \$100; requesting nonprofit organizations pay a donation. Tammy Blair and Todd Anderbery voted no. Motion carried.

Mayor Sellers updated council on the Fire Company merge. Mayor Sellers received a list of current firefighters, and plans to meet with the Perseverance Fire Co. Chief, Rob Taylor. The workers compensation application will be completed/submitted in the near future.

Mayor Sellers will contact Sam Bates, Jonestown Little League, in regards to using the outside spigot, instead of the spigot inside the Park bathroom.

NEW BUSINESS – Tammy Blair announced her resignation from council. Tammy plans to continue volunteering to help with the 5K race.

The floor was open for nominations to fill the council member position. Todd Anderbery nominated Jesse Markle. **A motion was made by Roy Lefever, seconded by Todd Anderbery, to close nominations for the appointment of a council member. Motion carried.**

A motion was made by Todd Anderbery, seconded by Tom Keefer, to approve Resolution #2017-1; appointing Jesse Markle to Jonestown Borough council. Motion carried. Colleen stated Jesse Markle's term will end in December 2017. Jesse Markle was sworn in by Mayor Sellers.

A request was made to rescind a former motion approving opening a separate Pay Pal account with an amount of \$500; since a charge account is being applied for at Home Depot. **A motion was made by Roy Lefever, seconded by Todd Anderbery, to rescind a former motion approving opening a separate Pay Pal account with an amount of \$500; since an account is being applied for at Home Depot. Motion carried.**

Council adjourned at 8:47 p.m.

Respectfully submitted,
Joan Keefer
Secretary/Treasurer