

July 24, 2023, Planning Workshop Committee Meeting Minutes

Call to Order - 6:30 p.m. Council advertises Planning Workshop Meetings as performing general business. In attendance: Tracey Charest, Rick Kline, Tom Keefer, Mayor Joe Quairolì, Jeff Schott, Donnette Quairolì, David Charest, and Joan Keefer; Secretary.

Planning Workshop Committee Meeting Minute Approval – **A motion made by Donnette Quairolì seconded by Rick Kline, to approve June 26, 2023, Planning Workshop Committee Meeting minutes. Motion carried.**

COMMITTEE REPORTS/PROJECT UPDATES

PRESENTATION TO SCHOOL CROSSING GUARDS – Decision made to present certificates, recognizing years of service, to crossing guards at council meeting on August 1, 2023.

PUBLIC COMMENT – Jake Keiter, Editor-in-Chief, Northern Lebanon Bulletin told council beginning in September, Northern Lebanon Bulletin will be printing twice monthly. Jake Keiter asked council to contact him with any stories for the newspaper.

MAINTENANCE – Tom Keefer reported a need to replace a camera at the basketball court in the park at a cost of \$2,595.00; contingent upon the ability to pull cable through the existing conduit. Council decided to table this until August Planning Workshop meeting. Discussion followed.

Discussion opened regarding bees being a problem at the park concession stand. Discussion followed.

PERSONNEL – No report.

COST REDUCTION & FINANCES – No report.

CODES & CODE ENFORCEMENT – Mayor Quairolì updated council on a recent code meeting & current issues on code enforcement.

GRANTS – Updates to be given under Infrastructure Improvements.

ORDINANCES – Discussion opened on prioritizing ordinances. Committee continues updating the following ordinances:

- ❖ Dumpster Ordinance – Currently doing. Discussion on penalty if a resident did not get a permit being \$10.00/day, and the same if placement period expires. Jeff Schott requested to have the current dumpster permit emailed to him for further review.
- ❖ Rental Ordinance – No report.
- ❖ Solar Panel Zoning Ordinance – No report.
- ❖ Mailbox standards Ordinance – A meeting is scheduled August 15, 2023, with Jonestown Postmaster. Discussion followed regarding other municipalities having mailbox ordinances & keeping the line-of-site area clear of anything higher than thirty inches.
- ❖ Updating Ordinances (Ongoing)

INFRASTRUCTURE IMPROVEMENTS – Tom Keefer updated on beautification donations; to date total committed donations are \$3,400.00.

Discussion opened for approval to adopt Resolution # 2023-7; to apply for the DCED/CFA Multi-Modal Grant; Market St. Project. **A motion made by David Charest seconded by Rick Kline, to approve adopting Resolution # 2023-7; to apply for the DCED/CFA Multi-Modal Grant; Market St. Project. Motion carried.**

Discussion opened for approval to place another streetlight on S. Mill St, by Jonestown Park; at a cost not to exceed \$200.00. **A motion made by David Charest seconded by Rick Kline, to approve placing another streetlight on S. Mill St, by Jonestown Park; at a cost not to exceed \$200.00. Motion carried.**

Tom Keefer opened discussion regarding 2023 CDBG application to fund paving Martin Street (Lancaster St. to Water St.) Queen St. (Lancaster St. to Broad St.) & getting new income surveys for bordering properties. Council agreed to move forward with surveys.

Mayor Quairolì stated the project for the State Rt 72 Bridge Closure continues as planned.

Tom Keefer gave an update on the Chesapeake Bay Trust funding; phase II Broad Street landscape & Market St. treescape project. The request for proposals was submitted.

No update regarding the Act 101 Section 902 Recycling Program Implementation & Equipment Grant.

Council reviewed spreadsheet from L-H & Assoc., Inc. regarding engineer expenses to date for the TASA project as \$53,923.92.

PARKS, RECREATION & EVENTS – Discussion on borough placing a mural (granted by owner) on side of brick building next to 49 W. Market St. Also, discussion regarding legal agreement between property owner & borough.

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Discussion opened for approval on expense not to exceed \$100.00; paid from the Park Fund for music (Double Tapp) in the park on July 30, 2023. **A motion made by Tom Keefer seconded by Tracey Charest, to approve expense not to exceed \$100.00; paid from the Park Fund for music (Double Tapp) in the park on July 30, 2023. Motion carried.**

Discussion opened for approval on expense not to exceed \$100.00; paid from the Park Fund for Northern Lebanon Alumni Band on August 18, 2023. **A motion made by Tom Keefer seconded by David Charest, to approve expense not to exceed \$100.00; paid from the Park Fund for Northern Lebanon Alumni Band on August 18, 2023. Motion carried.**

Rick Kline updated on Playground Grant. Jeff Moore from Lyon's Recreation is interested in doing all project work; not just placing equipment. Jeff Moore will submit a quote.

Discussion regarding e-bikes permitted in Jonestown Park placed on August 1, 2023, council meeting agenda. Tom Keefer bringing signs costs; e-bikes in the park.

NEW BUSINESS – Discussion opened on naming the 49 W. Market St. Park contest. Updated list of entries will be sent out to council for review.

Discussion opened on decision to permit U7's soccer league to practice evenings starting August 14th, Monday through Friday from 5:30-7:30PM, in lower field of park, continuing through October 27th. Games held Saturday mornings 9AM to noon - last game October 28th. The soccer league has current certificate of insurance. **A motion made by Rick Kline seconded by David Charest, to permit U7's soccer league to practice evenings starting August 14th, Monday through Friday from 5:30-7:30PM, in lower field of park, continuing through October 27th. Games held Saturday mornings 9AM to noon - last game October 28th, having current certificate of insurance. Motion carried.**

Discussion opened for a decision to appoint a Zoning Hearing Board 2nd alternate & Vacancy Board 2nd alternate. **A motion made by Rick Kline seconded by Jeff Schott, to appoint Jeff Pittenger as Vacancy Board 2nd Alternate. Motion carried.**

Discussion opened for approval on additional fee from TNT for recycling, at a cost of \$10.00/month. **A motion made by Tom Keefer seconded by Rick Kline, to approve additional fee from TNT for recycling, at a cost of \$10.00/month. Motion carried.**

OLD BUSINESS – Regarding council member reduction, Mayor Quairoli reported it is an ongoing process & is outlined in borough code.

Discussion opened for review, approval & signing of the Northern Lebanon School District land transfer plans. **A motion made by Tom Keefer seconded by Rick Kline, to approve signing Northern Lebanon School District land transfer plans. Motion carried.**

Discussion opened for approval to advertise future Planning Commission meetings to amend Jonestown Borough Comprehensive Plan. The committee will meet on first Tuesday of every other month; starting September 1, 2023 @ 8:00 a.m. **A motion made by Rick Kline seconded by David Charest, to approve advertising future Planning Commission meetings to amend Jonestown Borough Comprehensive Plan; meetings on first Tuesday of every other month, starting September 1, 2023 @ 8:00 a.m. Motion carried.** Rick Kline updated on first meeting held for comprehensive plan & plans moving forward.

Tracey Charest reported she submitted a qualifying application for US DOT Technical Assistance Grant, for trail which would connect Jonestown Community Park with the Rails to Trails, due August 14, 2023.

Discussion was held regarding waiting to follow the County's lead on an official proclamation proclaiming October 13th as Metastatic Breast Cancer Awareness Day. Council decided to prepare the proclamation & present it at the August 1, 2023, council meeting.

On motion and second, Borough Council Planning Workshop meeting adjourned at 7:46 p.m.

Respectfully submitted,

Joan Keefer, Secretary/Treasurer