

# July 3, 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 Wolferd presiding. The following members were in attendance: Rick Kline, Don Raiger, Tom Keefer, David Charest, Roy Lefever and Melissa Reynolds. Also attending were Mayor Vince Sellers (dismissed @ 9:00 PM), Attorney Andrew Race, Engineering Representative; John Poff, Maintenance Lead; Richie Deibert and Secretary/Treasurer; Joan Keefer.

## **MEETING MINUTES/TREASURER'S REPORT**

**A motion was made by Tom Keefer, seconded by Rick Kline, to approve the June 5, 2018 Council Meeting Minutes. Motion carried.**

**A motion was made by Roy Lefever, seconded by Tom Keefer, to approve the June 13, 2018 Council Special Meeting Minutes. Motion carried.**

**A motion was made by Roy Lefever, seconded by Melissa Reynolds, to approve the Treasurer's Report for the month ending June 30, 2018; amending/adding the mortgage loan # 03 payment amount to the Capital Improvements Fund. Motion carried.**

**SPECIAL GUESTS** – Chief Easter, North Lebanon Police Department, gave his report (attached to the minutes). Discussion followed. Mayor Sellers reported, in the past, council discussed cutting down on parking tickets, and working more on speeding detail. Chief Easter stated that cannot be done, as when an officer sees a violation, he cannot ignore it. A parking citation, costing \$100, could be placed on the vehicles having parking violations; but Chief Easter reported parking tickets are placed as more of a courtesy reminder for residents; costing \$15. Residents respond to the tickets, and Chief Easter reported there is no need to issue near as many as in the past. Lee Samuelson was present to request approval from council to place a septic system on his property on North Fisher Street. Discussion followed. Mr. Samuelson contacted Lebanon County Planning, and then Northern Lebanon County Authority. His property is located too far from the sewer system to connect. Council decided to have Mr. Samuelson provide probe, perk test and engineering results, to make their decision.

**PUBLIC COMMENT** – No report.

**MAINTENANCE** – *Richie Deibert (report attached to minutes)* – Richie presented council with information/costs for painting the crosswalks. The total cost using Sealmaster products for crosswalk and bump out is \$5,150.00. The total cost for Color Safe Products; for the crosswalks only is \$4,060.00. An additional \$800.00 would be necessary to purchase tools, making the total cost \$5,860.00. Discussion followed. **A motion was made by Roy Lefever, seconded by Don Raiger, to approve purchasing the Color Safe products, including tools and beads, at a cost not to exceed \$8,000.00, including materials & potential traffic control; paid from the Highway Fund. Motion carried.** Richie will check with PennDOT in regard to a street closure permit, and Mr. Umberger, from the County Fire Police, for traffic control (for a donation).

Richie reported on widening Esther St. Mr. Reiner from Zion Cemetery Board is planning a meeting and may request Richie, or a representative from council, to attend. Discussion followed. Council agreed to have Richie attend the meeting.

Richie reported Joan researched the sealing coat on the Safe Routes to School path; a decision was made @ June 5, 2018 council meeting for Richie to use his budgeted allowance to pay for sealing the SRTS paths in the Park. Richie opened discussion in regard to planting trees in Park from the April 3, 2018 Council meeting. The minutes state a motion was made and seconded to approve purchasing 6 trees, at a cost not to exceed \$1,500.00 to replace the dead or fallen trees in the Park; paid from the Park Fund. Richie clarified the cost of \$1,500.00 was approved, which only took care of purchasing half of the trees; or 3 trees. **A motion was made by Don Raiger, seconded by David Charest, to amend the April 3, 2018 minutes to read approval was given to purchase 3 trees; not 6 trees, at a cost not to exceed \$1,500; paid from the Park Fund. Motion carried.**

Richie made council aware he heard the bridge on Rt. 72, at Frog's Hollow, was being repaired/replaced in 2020, and a detour will be placed through Jonestown Borough. He will continue to update council. Richie inquired if council held discussion about the pipe on W. Chestnut St. at the Planning Workshop Meeting. Robin responded

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council did not. Richie reported an underground spring is pushing water out onto the street. Council requested Richie find costs involved to repair this and bring information back to Planning Workshop meeting.

**BOROUGH ENGINEERING REPRESENTATIVE** – *John Poff, P.E. (report attached to minutes)* –

**2017 Sidewalk Inspections** – John reported a letter was sent out to two property owners. Per conversations with the owners, one of the repairs has been completed, and the other will begin next week.

John reported City of Lebanon Authority did emergency repair work, and placed cold patch on S. Broad St. Richie sent pictures to Erik Harmon, and Erik contacted the City of Lebanon Authority to explain a permit is necessary. City of Lebanon Authority must come back and submit a permit and complete final repairs. A permit will be sent, along with the ordinance to City of Lebanon Authority.

**MAYOR** – *Mayor Sellers* - Mayor Sellers updated council in regard to the Fortna parking lot. Plans are complete; but Mr. Fortna did not want to continue paying for inspections. Discussion continued on costs involved if the Borough obtained this property. Mayor and Council decided to turn this project over to the Infrastructure Committee, to meet with Mr. Fortna to discuss options, and bring their recommendations back to council at the Planning Workshop meeting. Mayor Sellers stated he will be handing his resignation in to council at the August meeting. Robin Wolferd requested an executive session, at the end of the meeting, to talk to council about Mayor Candidates. Discussion continued in regard to the Fortna parking lot.

**SOLICITOR** – *Colleen Gallo; Reilly, Wolfson Attorneys at Law* – Andrew Race gave an update on the property located @ 25 North Fisher St. The property will be sold at a sheriff sale. Rick Kline will call a number posted on the property door and check about maintaining the lawn mowing.

Andrew responded to a question as to a council member receiving compensation. Andrew stated Section 1001 e. states a member ‘may’ be paid, you don’t have to be paid.

Andrew stated in regard to Council Committees, Council President is a member of all of the committees, and may create and merge any committees as he/she wants. If the committees meet, and have a quorum, the meeting needs to be advertised. If the committee is separated, the funds for each committee would also remain separate. (Park & Rec Committee having a Park & Rec Fund, and Events Committee, having an Events Fund)

**SECRETARY** – *Joan Keefer* – Joan recieved a request from Deb Kern; Delta Kappa Gamma, to place an additional “Free Library” in the Jonestown Park. If approved they will install and maintain the library, and asked for a location. Discussion followed. **A motion was made by Roy Lefever, seconded by David Charest, to approve allowing Delta Kappa Gamma (Deb Kern) place and additional “Free Library”, south of the pavilion, in the Jonestown Park; to be installed and maintained by them. Motion carried.**

Mayor Sellers stated two kids admitted to throwing knives at the pull down pavilion serving doors, causing damage. Mayor Sellers estimated the cost to replace and install new blinds is approximately \$3,500. Discussion followed. Andrew Race said the borough could file for restitution, or file a claim with the insurance company, and they may sue them civilly for subrogation, and get the borough’s deductible costs paid. At this time, no decision was made by council.

Joan requested council accept a resignation from Anna Werni, Crossing Guard, as of July 2, 2018. The substitute crossing guard will step into this position; but the borough continues looking for substitute guards. **A motion was made by Tom Keefer, seconded by David Charest, to accept Anna Werni’s resignation, as of July 2, 2018, as Crossing Guard. Motion carried.** Council decided to present Anna Werni with a certificate of recognition, and a \$50.00 gift card to Ivanna’s Italian Bistro. **A motion was made by Roy Lefever, seconded by Melissa Reynolds, to approve purchasing a \$50.00 gift card from Ivanna’s Italian Bistro in recognition of Anna Werni. Motion carried.**

**MS4** – No Report.

**INFRASTRUCTURE IMPROVEMENTS** – *Roy Lefever, Tom Keefer & Rick Kline* – Rick Kline updated council in regard to the LED street lights. Rick contacted Met-Ed, and was told there was no changes in the street

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light invoices at this time. Rick was given a reference number, and if he doesn't hear back from Met-Ed in a few days, he is to call a street light representative at Met-Ed. Discussion followed.

Tom Keefer is waiting for prices to replace the borough owned street lights with LED lights.

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

**GRANTS** – *Mayor Sellers & Don Raiger* – No report.

**PARK, RECREATION & EVENTS** – *David Charest & Tracey Charest; Chairperson*– A request was made to rescind a motion made @ Planning Workshop Committee meeting from making a donation of \$250.00 to the Northern Lebanon Alumni Band towards a scholarship fund; paid from the Park Fund to approve donating \$250.00 to the Northern Lebanon Alumni Band towards a scholarship fund; paid from the General Fund. (Donations are budgeted in the total amount of \$750.00 per year from the General Fund) **A motion was made by Roy Lefever, seconded by Tom Keefer, to rescind a motion made @ Planning Workshop Committee meeting from making a donation of \$250.00 to the Northern Lebanon Alumni Band towards a scholarship fund; paid from the Park Fund. Motion carried.**

**A motion was made by Roy Lefever, seconded by Rick Kline, to approve to approve donating \$250.00 to the Northern Lebanon Alumni Band towards a scholarship fund; paid from the General Fund. Motion carried.**

A request was made to approve an event on July 30, 2017 from 7:00 PM to 8:00 PM; Monica Moody Bortz, Hershey Zoo America presents animals, such as native snakes, turtles, frogs, toads & salamanders to children. Donation requested is \$25.00 per hour donation, which goes back to the care of rescue animals. **A motion was made by Don Raiger, seconded by Roy Lefever, to approve an event on July 30, 2017 from 7:00 PM to 8:00 PM; Monica Moody Bortz, Hershey Zoo America presenting reptiles to children, at a donation requested as \$25.00 per hour, pending an insurance certificate from Zoo America, list Jonestown Borough as an additional insured. Motion carried.**

A request was made to approve an event in the Park on August 5, 2018 from 6:00 PM to 8:00 PM; Roy Lefever, Music in the Park. **A motion was made by Melissa Reynolds, seconded by Tom Keefer, to approve an event in the Park on August 5, 2018 from 6:00 PM to 8:00 PM; Roy Lefever, Music in the Park. Motion carried.**

Robin opened discussion in regard to posts on the Jonestown Borough & Community page, and possibly preventing comments. Discussion followed. Andrew Race stated you cannot limit comments on some posts, and not others, and gave his recommendations to council. Robin Wolferd cautioned the Park, Recreation & Events Committee, before an event is approved, don't post anything until council approves the event. Discussion continued. Roy Lefever stated everybody must realize when council discusses plans for possible projects, they do not want to take that information to the public until things have been resolved at public meetings. Andrew Race stated the council meetings are open to the public, and anyone is welcome to attend the meetings to hear council's discussions. Council was advised not to make comments that can't be kept.

In regard to LED lights in the Park lights, Tom Keefer requested council make a decision as to lights being placed. Discussion followed. This will be discussed further at the Planning Workshop agenda.

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

**COST REDUCTION AND FINANCES** – *Don Raiger & David Charest* – In regard to NLFES funding, requested to be on the agenda @ Planning Workshop Committee meeting, Robin will contact with Rob Taylor, & David Charest will ask Tracey Charest to attend the Planning Workshop Committee meeting.

Discussion was open in regard to donations made by Jonestown Borough in the 2018 Budget. Discussion followed.

**CODES & CODE ENFORCEMENT** – *Mayor Sellers, Roy Lefever & David Charest* – Council discussed having an outline of the code enforcement violations kept on a spreadsheet with the information Scot Adams gives as to progress on violations served. Council decided to have Kim Longenecker follow up and maintain the spreadsheet, as she receives information from Scot. She will share the spreadsheet with the Code Enforcement Committee.

**ORDINANCE COMMITTEE** – *Mayor Sellers, Robin Wolferd & Rick Kline*– Robin opened discussion about council making a decision in regard to an ordinance for Conduct of Special Events. Robin Wolferd forwarded an email to council with ordinance examples. Council decided to place this on the Planning Workshop Committee meeting agenda. Robin reported calling the State Police about an event a resident planned in the square tomorrow.

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The False Alarm Ordinance & International Property Maintenance Code will be placed on Planning Workshop Committee Meeting agenda for review. Joan will send the information received from Colleen Gallo to the new council members. Robin stated a code enforcement officer must be in place, and at one of the NLFES meetings, municipalities discussed going in together with a municipal agreement to enforce these codes. Discussion followed.

**NEW BUSINESS** – Tom gave council an update about Choice Communications placing a door/call box/buzzer system in the Borough office. An estimate was received for the system; but we are waiting for an estimate on the glass petition.

**OLD BUSINESS** – Robin reported an appointment for Zoning Hearing Board Alternate (1 one yr. term) remains open.

**The following items will remain on the agenda:**

- Planting trees in the Park. Council approved planting 3 trees; not to exceed \$1,500
- Seal coat Safe Routes to School path; after school is out
- Continued monitoring pipe P-12 from the low-volume road maintenance program on W. Chestnut St.
- Salt Shed repairs; Council approved

Council recessed into executive session @ 9:42 p.m. Robin dismissed Roy Lefever.

Council returned into regular session @ 10:04 p.m.

Upon motion and second, Council adjourned at 10:04 p.m.

Respectfully submitted,

Joan Keefer, Secretary