

July 5, 2022, Council Meeting

Jonestown Borough Council held a meeting of on the above date, beginning at 6:30 p.m., President Thomas Keefer presiding. Council members attending: Jeff Schott, Justin Shuey, Tracey Charest, & Donnette Quairoli. Also attending: Mayor Joe Quairoli, Attorney Colleen Gallo, Engineer Representative; Lee Strause, Secretary Treasurer; Joan Keefer & Assistant Secretary Treasurer; Jodi Swisher.

APPROVAL - MINUTES/TREASURER'S REPORT - A motion made by Donnette Quairoli, seconded by Jeff Schott, to approve the June 7, 2022, Council Meeting Minutes. Motion carried.

A motion made by Justin Shuey, seconded by Tracey Charest, to approve the Treasurer's Report, as presented to council, for the month ending June 30, 2022. Motion carried.

PUBLIC COMMENT – Resident requesting placed on agenda to address council regarding ADA parking. Not present.

MAINTENANCE – Tom Keefer, Supervisor – No report.

BOROUGH ENGINEERING REPRESENTATIVE – Lee Strause (report attached to minutes). Lee Strause updated on this past month's involvement from Light-Heigel & Associates, Inc. on the following items of interest to the Borough:

East Blackberry Street (CDBG) Mulberry Street – Project awarded to Construction Masters Services, LLC. Contractor forwarded signed acceptance of award, executing documents for contract. Colleen Gallo reviewed documents. Waiting for Redevelopment Authority Specs.

Sidewalk Inspections – Light-Heigel mailed sidewalk violation letters to borough residents June 27, 2022. Lee Strause updated council about three calls received from property owners to date. Discussion followed in reference to granting extensions on existing sidewalks, due to contractor's time frame availabilities.

Crosswalk Flashing Signals – Light-Heigel assisted Tom Keefer with submitting an ARLE grant application. If awarded, this grant would help financially to cover eight (8) sets of flashing crosswalk beacon lights.

Street/Curb & Sidewalk Opening Permits – The contractor for Northern Lebanon County Authority will complete final restoration of disturbed areas the week of July 11, 2022.

TASA Grant – Light-Heigel received communication from a PennDOT representative Benjamin Singer regarding the TASA kickoff meeting. Benjamin Singer plans not to have a meeting; but email questions he has to Lee Strause for necessary information. L-H was informed John Bachman with PennDOT will be project manager & should be reaching out with information soon. The latest the project could be bid is August of 2023. Discussion followed regarding traffic detours.

West Blackberry Street Stormwater – L-H is working on plans for a short-term solution regarding the stormwater issue. Plans will be forwarded to Mayor Quairoli for borough discussion.

Discussion continued regarding the sidewalk inspections & grass sidewalks.

MAYOR – Joe Quairoli – Discussion opened regarding ladder truck invoice received from Fire Commissioner (Northern Lebanon Fire & Emergency Services) in the amount of \$ 29,288.40; the borough's per capita portion for 10% of ladder truck. Placing this on the next Planning Workshop Committee meeting for formal decision.

Mayor Quairoli received a complaint from a resident regarding a neighboring property having dirt delivered into their yard to level off for children to play. The concern was regarding stormwater run-off. Mayor Quairoli will continue monitoring the situation for stormwater management issues.

Mayor Quairoli reported a resident complained about receiving an IPMC code violation letter.

Mayor Quairoli updated on the speed sign board placed at several locations in the borough.

SOLICITOR – Colleen Gallo; Reilly, Wolfson Attorneys at Law – No update for discussion/decision to renew the Comcast Franchise Agreement Contract. Colleen Gallo has not received a quote from Dan Cohen. She will continue to update council.

No update from Northern Lebanon School District regarding Jonestown Park subdivision/lot addition.

Colleen Gallo continues with the street opening ordinance review.

Colleen Gallo opened discussion regarding an email she received from Brad Douple about a code complaint. Discussion followed regarding several code violations.

SECRETARY – *Joan Keefer* – As requested by Rick Kline, to place on the agenda, Joan Keefer asked for approval to purchase a desktop printer for the borough office. **A motion made by Tracey Charest, seconded by Donnette Quairolì, to approve purchasing a desktop printer for the borough office, at a cost not to exceed \$1,000.00; paid from the General Fund. Motion carried.**

ASSISTANT SECRETARY – *Jodi Swisher* – No Report.

MS4 – No Report.

INFRASTRUCTURE IMPROVEMENTS – *Tom Keefer, Mayor Quairolì & Rick Kline* – The A.R.L.E. grant for rapid flashing beacon crosswalk lights has been submitted June 30, 2022; request amount = \$74,484.00. The amount of \$7,800.00 is borough expense for engineering fees, an amount of \$10,000 will be used from Marcellus Shale grant. Total project cost = \$92,280.00. The grant may be awarded by January or February of 2023.

GRANTS – *D. Quairolì, Jeff Schott & Justin Shuey* – Donnette Quairolì & Tom Keefer will meet to review an upcoming CDBG low-income grant. Discussion followed.

PARK & RECREATION – *Tracey Charest* – Discussion opened regarding hiring a band for Friday, 9/9/22, or Saturday 9/10/22 during the Carnival. Tom Keefer waits to hear back from the band.

Tracey Charest reported Craft ‘N Play begins on Thursday in Jonestown Park from 12 noon to 1 PM.

PERSONNEL – *Rick Kline, Don Raiger & Mayor Quairolì* – Discussion opened for approval to give all Crossing Guards & substitutes a \$100.00 ‘end of school year’ bonus. In 2021 council agreed to give the same bonus. **A motion made by Donnette Quairolì, seconded by Justin Shuey, to approve giving all Crossing Guards a \$100.00 ‘end of year’ bonus, including substitutes; paid from the General Fund. Motion carried.**

COST REDUCTION AND FINANCES – *Don Raiger, Tom Keefer, & D. Quairolì* – Council deferred to Colleen Gallo for recommendation as to using the Stormwater Funds for an invoice from North Lebanon Township for flusher truck, operator & GLRA disposal. Colleen Gallo stated if funds are used for stormwater related issues, this fund may be used. Total cost = \$425.00. Stormwater Fund balance is \$376.31. Council agreed to close out the Stormwater Fund Account to pay towards the invoice. **A motion made by Donnette Quairolì, seconded by Tracey Charest, to approve using the Stormwater Fund balance of \$376.31 to pay towards invoice for flusher truck from North Lebanon Township; total = \$425.00, then paying remaining amount (\$48.69) from General Fund. Motion carried.**

A motion made by Donnette Quairolì, seconded by Jeff Schott, to approve closing out the Stormwater Fund account after using its remaining balance of \$376.31 to pay towards North Lebanon Townships invoice for flusher truck, operator & GLRA disposal. Motion carried.

CODES & CODE ENFORCEMENT – *Mayor Quairolì, Tom Keefer & Tracey Charest* – No report.

ORDINANCE COMMITTEE – *Jeff Schott, Mayor Quairolì & Don Raiger* – A resident in attendance requested council’s decision/approval to place a mailbox on Market St. Lee Strause stated looking up line of sight (sight triangle) from Federal Highway Administration to find this includes any object that would obstruct a view at an intersection. Clear of sight is anything below 3 ½ ft. & Lee Strause believes a mailbox must be higher than that to receive mail service. Discussion followed. Mayor Quairolì plans to contact Postmaster General for answers on mailbox placement.

NEW BUSINESS – No report.

OLD BUSINESS – Discussion opened regarding taking down/closing Jonestown Borough Facebook page. Council deferred to Colleen Gallo. Her recommendation was to post ‘the borough will no longer have a Facebook page; any questions or concerns may be provided on the Jonestown Borough website’.

Discussion opened regarding placing banners on Met-Ed poles in the borough. Tracey Charest checked into previous contract between Jonestown Borough & Met-Ed about hanging banners on their poles. Tom Keefer plans to contact Met-Ed for further information.

Tom Keefer updated council regarding the borough building air conditioning unit is not working properly. Discussion followed.

Upon motion and second, Council adjourned into executive session at 7:27 p.m.

Respectfully submitted,

Joan Keefer, Secretary/Treasurer

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