

June 28, 2021 Planning Workshop Committee Meeting Minutes

Call to Order at 6:30 p.m. Planning Workshop Committee Meetings are advertised as performing general business.

Roll Call – In attendance; *Rick Kline, Nick Becker, Don Raiger, Tom Keefer, Joan Keefer; Secretary, and Robin Wolferd.*

Planning Workshop Committee Meeting Minute Approval – A motion was made by Rick Kline, seconded by Tom Keefer, to approve the May 24, 2021 Planning Workshop Committee Meeting minutes. Motion carried.

New Business

Discussion was opened in regard to Crossing Guards receiving an end of the year bonus. **A motion was made by Don Raiger, seconded by Tom Keefer, to approve giving all the Crossing Guards (including substitutes) an end of the school year bonus in the amount of \$100.00 each. Motion carried.**

Discussion was opened in regard to approval to advertise for a part time substitute Crossing Guard. **A motion was made by Rick Kline, seconded by Tom Keefer, to approve advertising for a part time/substitute Crossing Guard in the Merchandiser. Motion carried.** Discussion followed. The advertisement will run for 3 weeks. Deadline for accepting applications is July 23, 2021.

Crossing Guard's annual meeting is scheduled for Friday, August 6, 2021 @ 10:00 a.m.

Robin Wolferd reported the revised Employee Handbook is complete. Robin Wolferd has a list of changes that have been made. Discussion followed. Rick Kline will go over the changes with Joan Keefer, and a copy of the handbook will be printed and filed in the borough office.

Tom Keefer opened discussion in regard to the possibility of having a single trash hauler in the borough. Three reasons were roads being worn, pedestrian/traffic safety, & damage control to trees, fences, etc. Tom Keefer shared information from Annville Township, as they have a single trash hauler. Palmyra Borough also has a single trash hauler. Discussion followed. Council decided to place this on the next council meeting agenda to see if the remaining council is interested in pursuing information on a single trash hauler.

Don Raiger opened discussion in regard to using a tech firm who offers technical support. Don Raiger is composing a list of what he has done & what has been started with the borough's technical support.

Joan Keefer reported receiving ticket vouchers from the Lancaster Barnstormers. Council decided to share the vouchers with residents of the borough by placing the information on the Jonestown Borough & Community Facebook page.

Old Business

No report on the Snow Emergency Ordinance. Mayor Joe Quairoli & Jeff Schott, Ordinance Committee members, are absent from this meeting. Robin Wolferd requested being removed from the Ordinance Committee.

Council held discussion on composing guidelines for Street & Sidewalk permit applications, and Infrastructure Project procedures. Erik Harmon & Rick Kline are working together preparing guidelines.

A motion was made by Tom Keefer, seconded by Don Raiger, to approve having Erik Harmon from Light-Heigel & Associates, Inc. work with Rick Kline to compose guidelines for Street & Sidewalk permit applications & Infrastructure Project procedures. Motion carried.

The Infrastructure Committee reported receiving bids for the South Fisher Street Paving Project as follows: \$47,600, \$35,300 and \$31,038. The committee's recommendation was to award the project to the apparent lowest bidder, Construction Master Services @ \$31,038, & setting up a project through Liquid Fuels. The formal approval will be placed on the next council meeting agenda; July 6, 2021.

Bids were recently opened by Dan Lyons from the Lebanon County Redevelopment Authority. The West Blackberry Street Paving Project was bid with an alternate; base bid for a 4 inch subbase came in at a cost of \$218,000, & the alternate bid for a 3 inch subbase came in at a cost of \$201,000. The Infrastructure Committee's recommendation was to accept the alternate bid for a 3 inch subbase at a cost of \$201,000. The CDBG grant rewarded was in the amount of \$210,000. Discussion followed. The formal approval will be placed on the next council meeting agenda; July 6, 2021.

The Spring Court Sump Drain Project will be place on the next council meeting agenda.

Joan Keefer reported an update to the Dumpster Permit. A clause added to the permit application as: "not more than 30 cubic yards when on street".

Council briefly reviewed the Action List.

Robin Wolferd stated Mayor Quairoli would like council's input on the ordinance violation 'sample' he provided council, so violation notices can be ordered.

In regard to placing a speed hump on Highland Drive, this will be addressed at the next council meeting by Mayor Quairoli.

Rick Kline reported Jonestown Park had spray paint vandalism this past weekend. The maintenance department cleaned/removed the spray paint. The pavilion garage doors are being kept closed, due to stickers being placed over the pavilion camera. Discussion followed.

Robin Wolferd reported calling the State Police after seeing 2 carloads of adults walking around the park around 10:00 p.m. recently.

Upon motion and second, Council adjourned at 7:24 p.m.

Respectfully submitted,

Joan Keefer, Secretary/Treasurer