

June 6, 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, Jesse Markle, and Robin Wolferd. Also attending were Mayor Vince Sellers, Attorney Andrew Race, Engineering Representative; Erik Harmon, Maintenance Lead; Richie Deibert. (Dismissed @ 9:20 p.m.), and Joan Keefer; Secretary/Treasurer. Excused Absences: Joel Lehman, Roy Lefever & Junior Council Member, Nicholas Markle.

A motion was made by Robin Wolferd, seconded by Todd Anderbery, to approve the Council Meeting Minutes from May 2, 2017. Motion carried.

A motion was made by Robin Wolferd, seconded by Tom Keefer, to approve the Treasurer's Report for the month ending May 31, 2017. Motion carried.

SPECIAL GUESTS – Chief Easter gave council a report on the first three months of North Lebanon Townships Police Department services to Jonestown Borough. Discussion followed.

PUBLIC COMMENT – Mr. and Mrs. Rhoads opened discussion with council about a variance applied for a garage that the county did not approve. Mayor Sellers and Todd Anderbery were present at the zoning hearing board meeting. Attorney Andrew Race explained to Mr. and Mrs. Rhoads they have 30 days from the receipt of the board's decision to appeal. They may appeal to the judge, and an additional hearing may be scheduled. Appeals may be given to the judge in writing or orally. Andrew Race recommended they have an attorney help to handle the issue. Discussion followed. Attorney Race recommended the Roads request a written transcript of the zoning hearing meeting.

JUNIOR COUNCIL – No Report

BOROUGH ENGINEERING REPRESENTATIVE – *Erik Harmon (report attached to minutes)*

CDBG Grant – J-1 Baseball - Dugouts – The final inspection by John Poff, L.H.A.I., occurred. He found a portion of the ADA walkway constructed with a longitudinal slope exceeding the maximum slope of 5.00% as specified on the construction drawings. Light-Heigel & Associates, Inc. issued a letter to the Lebanon County Redevelopment Authority in regards to this finding. A copy of that letter is attached. The Redevelopment Authority recommended issuing a letter to the contractor in regards to meeting accessibility specifications needing fixed. Costs, invoiced to the borough, for Light-Heigel & Associates, Inc. to perform a field survey and to draw up plans will be additional. Erik will invoice all costs separately. Discussion followed.

Low Volume Road Maintenance Program – West Chestnut Street Storm Sewer & Paving – The pre-construction meeting was held on May 10, 2017. Draft minutes from that meeting are attached. Erik opened discussion, explaining to council the change order from A.H. Moyer, for additional curb replacement (attached to minutes). Erik showed a drawing to council in regards to the pavement base drain, how the land slopes, and the flow of rain water. Anticipated start date is 6/19/2017. Dawn Sellers checked with Erik to see when a decision needs to be made in regards to inspections. Erik requested a decision be made before the start of construction. Erik will send an email to council within the next few days containing inspection costs. Dawn Sellers suggested a decision for inspections be discussed at the next Council Planning Workshop Committee meeting. Erik suggested council make a decision by email, and ratify it at the next council meeting. **A motion was made by Robin Wolferd, seconded by Todd Anderbery, to approve signing the change order to furnish and install approximately 150 LF of additional curbing at \$39.00 per linear foot, at a total cost of \$5,850.00; paid from the Capital Improvements Fund. Motion carried.**

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2017 Paving Projects – The bonds and insurance certificate were received last week and need reviewed. Erik will get the contract to council for executing and returning to Pennsy Supply.

2017 Sidewalk Inspections – Light-Heigel & Associates, Inc., along with Councilman Lefever and Maintenance Supervisor Richie Deibert, performed sidewalk inspections on Tuesday, May 16, 2017. Enforcement notices and advisory notices will be mailed out during the month of June. Discussion followed.

MAINTENANCE – *Richie Deibert* – Richie reported the lawn mower repairs are not completed at this time. Council held discussion in regards to future repairs. Tom Keefer spoke to Power Pro today and they are willing to allow the borough use of a rental mower until repairs are complete.

Richie reported 6 trees needing replaced in the park and made a request for council to decide on the species of replacement trees. Discussion followed. Richie will get costs to replace the trees and bring them back to council.

Richie requested council make a decision for converting the island next to the big pavilion into grass. This section of mulch takes a lot of time and work, and grows weeds throughout each season, even after being sprayed. Richie requested council approve mulching around the borough hall. Council agreed to have black mulch placed around the borough building; paid from Richie's allocated budget, costing approximately \$64.00.

Richie reported he will be attending the ESM training tomorrow and Thursday in Snyder County. Once he completes the course he will contact the Lebanon County Conservation District in regards to his training being complete.

Richie handed out literature to council about mowing reduction and wildflower meadows. His goal is to make the park more sustainable and less to maintain. Richie's gave his idea to plant a wildflower meadow, with a 9 foot wide mowed turf grass path, to council. Richie requested approval to look further into this idea, and feels the Park, Recreation & Events Committee be involved. Discussion followed. Council decided to place this item on the agenda under "Old Business".

MAYOR – Mayor Sellers requested council ratify approval to have Ron Sutton begin summer help, as a maintenance worker, at a cost not to exceed \$6,000. **A motion was made by Jesse Markle, seconded by Robin Wolferd, to approve having Ron Sutton begin summer help, in the maintenance department; at a cost not to exceed \$6,000. Motion carried. Tom Keefer and Dawn Sellers voted no.** Discussion continues in regards to hiring summer help. Robin Wolferd suggested next year having the personnel committee be involved in hiring summer help.

Ratifying approval to fix the lawn mower @ a cost of \$1,900 was on the agenda. Richie could not have this ratified, as he did not have a final cost for repairs.

In regards to a previous request from a resident to place a sign near their home for an autistic child, council decided not to place a sign at this time. Council suggested the homeowner place a sign, if they choose. Andrew Race suggested when a sign be placed, the signs ordinance is followed.

Mayor Sellers reported, due to all the rain during the carnival, Bartlebaugh would be willing to come back and do an Oktoberfest Carnival. Mayor Sellers requested approval to move forward with planning a carnival in the fall. **A motion was made by Robin Wolferd, seconded by Todd Anderbery, to approve planning an October Fall Fest Carnival. Motion carried.**

Mayor Sellers reported to council receiving a thank-you from Suzanne Dubeck for the card they sent her, thanking

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her for applying for a grant.

Dawn Sellers requested an executive session be held following the meeting.

SOLICITOR – *Colleen Gallo; Reilly, Wolfson, Sheffey, Schrum & Lundberg* – Andrew Race addressed council in regards to appointing a solicitor for the Zoning/Hearing Board. Discussion followed. **A motion was made by Tom Keefer, seconded by Todd Anderbery, to replace Harry Fenton by appointing Keith Kilgore as the Planning/Zoning Board Solicitor. Motion carried.**

Before being dismissed from the meeting, Richie Deibert updated council on the crosswalk plans on South Mill St. and E. Queen St. At this time, Swatara Township does not plan to participate in placing the crosswalk. Richie requested council's approval to place a crosswalk, if Swatara Twp. decides to participate in the future.

Tom Keefer opened discussion in regards to repairing the flagpole in the Park. At this time, Richie had no information on costs to repair the pole. Tom will contact companies for information on costs to repair the flagpole.

Discussion was opened in regards to replacing the damaged trees in the rain garden on W. Chestnut St. There are 6 trees that need replaced. Richie contacted Aqua-Niche and is waiting to hear from them. Discussion followed.

SECRETARY – *Joan Keefer* – A request to ratify the approval, for the alarm system in the borough building, being repaired by Reed's Locksmith. **A motion was made by Tom Keefer, seconded by Robin Wolferd, to ratify the approval for Reed's Locksmith to repair the alarm system in the borough building. Motion carried.**

MS4 – Erik reported the next LCCWA Meeting will be held June 27th, 10:00 – 11:30 at the North Lebanon Township Building, 725 Kimmerlings Rd.

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

LOCAL BUSINESS – *Dawn Sellers, Roy Lefever* – No report

GRANTS – *Mayor Sellers* – No report

PARK FACILITIES, GRANTS, RECREATION & EVENTS – *Mayor Sellers, Tom Keefer* – Mayor Sellers reported Joel Lehman suggested to the Jonestown Auxiliary, council may purchase equipment for them for volunteering at the carnival. The Auxiliary gave a possibility for the borough to purchase lights for their safety vests; at a cost of \$79.99 each. Attorney Race suggested council be careful when offering something to someone, because they are combining the borough by virtue of apparent authority. When you make an offer to somebody and appear to have authority, potentially you could combine the borough into a contract. Discussion followed. Council decided to discuss this with the Park, Recreation & Events Committee, before making a decision. A decision will also be made as to the donation to the Fire Company, for their help at the Block Party.

Tom Keefer reported Chuck Fager attended the Park, Recreation & Events Committee requesting council give permission to the baseball league to plant trees next the Spittle Field for shade. **A motion was made by Todd Anderbery, seconded by Jesse Markle, to approve planting trees, at the Spittle Field, to shade spectators; fully paid by the baseball team; at no costs to the borough. Motion carried.**

PERSONNEL – *Dawn Sellers & Robin Wolferd* – Executive session will follow the meeting.

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COST REDUCTION AND FINANCES – *Joel Lehman, Todd Anderbery* – No report

CODES & CODE ENFORCEMENT – *Mayor Sellers & Roy Lefever* – No report

ORDINANCE COMMITTEE – *Mayor Sellers, Robin Wolferd & Dawn Sellers* – Council agreed to place reviewing/discussing the ordinances under ‘Old Business’ for the next council meeting on July 11, 2017.

NEW BUSINESS – In regards to delinquent storm water payments from 2016 being collected, council decided to have second notices sent out, keeping copies of these second notices for Andrew Race, for further processing. This will be at no extra cost to the borough, as costs are reimbursable. Discussion followed.

In regards to a property complaint filed, by Richie on 5/31/17, for high grass/weeds, Mayor Sellers requested all complaints, when received, be emailed directly to him. He will then proceed accordingly. Andrew Race suggested contacting the court house to see if the deed for this property was transferred. Joan Keefer checked at the court house for transfer or sheriff records, and at this time, there were no records. Andrew Race suggested performing a lien search on the property, which takes him approximately 10 minutes. Mayor Sellers stated he is in charge of code enforcement and ordinances, and wants all complaints sent to him. Anyone having issues on how complaints are being handled may present them to council.

Dawn Sellers reported Joe Kneasel, Planning Commission Committee member, is no longer a borough resident and council will need to reappoint a replacement.

OLD BUSINESS – An update was discussed, on a possible parking lot at E. Market St. & N. Broad St. Mayor Sellers spoke to Mr. Fortna and awaits hearing back from him.

Todd Anderbery updated council in regards to purchasing a dump truck.

Upon motion and second, Council recessed into Executive Session at 9:59 p.m.

Council reentered regular session @ 9:08 p.m.

Upon motion and second, Council adjourned at 9:10 p.m.

Respectfully submitted,
Joan Keefer,
Secretary/Treasurer