

June 6, 2023, Council Meeting

Jonestown Borough Council held meeting on the above date, beginning at 6:30 p.m., President Tom Keefer presiding. Council members attending: Tracey Charest, Jeff Schott & David Charest. Also attending: Attorney Colleen Gallo, Engineer; Lee Strause, & Secretary Treasurer; Joan Keefer.

APPROVAL - MINUTES/TREASURER'S REPORT - A motion made by Tracey Charest, seconded by David Charest, to approve May 2, 2023, Council Meeting Minutes. Motion carried.

A motion made by Tom Keefer, seconded by David Charest, to approve Treasurer's Report, as presented to council, for month ending May 31, 2023. Motion carried.

SPECIAL GUESTS – Kim Swoyer addressed council regarding a mailbox ordinance. Mail delivery on Market St. & resident's choices of mailboxes is a concern. Discussion followed. Jeff Schott, ordinance committee, continues to work on mailbox ordinance standards. Colleen Gallo is checking into yellow & red zones on Market St.

Mike Bechtold requested placed on the agenda for permission to set up a trailer & rent kayaks at the Boat Launch Area. Mike Bechtold did not attend meeting.

Chris Miller, Miller Insurance, 19 W. Market St. requested placed on the agenda to address council with comments about next year's Block Party being held in Jonestown Park. Moving forward, Chris Miller wishes to hold future Block Parties in the borough square. Discussion followed.

MAINTENANCE – Tom Keefer, Supervisor – Tom Keefer reported street sweeping is to be completed this week. A Ven-trac is being rented to mow grass around the newly planted trees in the lower park area.

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

DCNR Playground Improvement Project Bid Opening – Three contractors attended the pre-bid meeting; but only one of the contractors submitted a bid for the George H. Kaufman Community Park Playground Improvement Project. Lee Strause opened the bid. Result follows:

CMS – Construction Masters Services, LLC (Reading, PA)	\$120,899.00 = Base Bid Amount + \$5,550.00 = Bid Price Alternate #1 (base drain)
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The contract date to start the project is August 16, 2023, & date of completion is August 31, 2023. The cost opinion to complete the whole project was \$136,877.25. Discussion followed. The project numbers increased from the original cost opinion. Paving was \$205.00/ton/increased to \$272.00/ton, excavation for mulch increased from \$6,00.00 to \$20,000.00, final grading & seeding increased from \$650.00 to \$3,500.00, and a fee for the contractor to mobilize is \$20,000.00. Discussion continued.

TASA Grant – Requested information was uploaded to CE system for PennDOT. Borough is up to date with supplying information PennDOT requested. Discussion followed about possible extension & project timeline.

DCNR Grant – Park – Opened bids earlier.

Park Subdivision Plans – A clean review letter was received from Lebanon County.

Sidewalk Violations – Three properties still must complete required repairs.

Green Waste Area – A cost opinion was provided for a grant to pave the green waste yard.

Blackberry Street Stormwater – Sketch plan was provided for attaching as an exhibit for easement agreements needed to make improvements to Blackberry St. Tom Keefer has comments for Colleen Gallo to review.

MAYOR – Joe Quairolì – No report.

SOLICITOR – Colleen Gallo; Reilly, Wolfson Attorneys at Law – At the last Planning Workshop meeting council authorized Colleen Gallo to advertise the Tree, Shrub, Bush & Other Growth Overhanging & Protruding onto Streets & Right of Way Ordinance & made a request to adopt Ordinance #2023-01 relating to establishment & regulations for trees, shrubs, bushes, & plant growth overhanging or protruding onto streets & sidewalks. **A motion made by Jeff Schott, seconded by David Charest, to approve adopting Ordinance # 2023-01, relating to establishment & regulations for trees, shrubs, bushes, & plant growth overhanging or protruding onto streets & sidewalks & right-of way. Motion carried.**

Colleen Gallo requested council approve executing Agreement of Sale for purchased land from Northern Lebanon School District. The contract & sub-division plans for land in park & cemetery was approved by Northern Lebanon

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School District & Lebanon County. Once agreement is signed, the procedure for closing on the properties will move forward for finalization. Lee Strause said the next step is for Jonestown Borough Planning Commission to meet & make a recommendation. First, Colleen Gallo requested council authorize execution of Agreement of Sale for Park sub-division, & then proceed with finalizing plans. **A motion made by Jeff Schott, seconded by Tracey Charest, to approve authorizing the execution of Agreement of Sale for Park sub-division with Northern Lebanon Schools, having Colleen Gallo continue with sub-division process. Motion carried.**

Over the past week Colleen Gallo received information from an attorney engaged to review the Comcast Audit. As part of the process, the borough was asked to evaluate a Homes Passed list provided, making sure all the properties eligible for Comcast service are accurate.

SECRETARY – *Joan Keefer* – Discussion opened for decision to accept Wendy Shollenberger’s resignation from the TCC (Tax Compliance Committee) Board. **A motion made by David Charest, seconded by Tom Keefer, to approve accepting Wendy Shollenberger’s resignation from an alternate on the TCC (Tax Compliance Committee) Board. Motion carried.**

OFFICE ASSISTANT – No report.

MS4 – Waiver for Jonestown Borough expires November 30, 2024. The borough must apply for another waiver six (6) months before the end date.

INFRASTRUCTURE IMPROVEMENTS – *Tom Keefer, Mayor Quairolì & Rick Kline – See Engineer’s report attached to minutes* – Tom Keefer reported the Penn DOT Multi-modal grant, for 2.4 million dollars, is to be awarded this summer, being postponed from springtime.

The upcoming DCED grant requires no match and plans are to apply for the DCED grant. The TASA grant requires 30% match and council agreed to forgo applying for the TASA grant.

GRANTS – *D. Quairolì, Jeff Schott & Justin Shuey* – No further report.

PARK & RECREATION – *Tracey Charest* – Tracey Charest gave a brief report on trees planted in the park. Tracey Charest reported Olivia Naum will be volunteering this summer for ‘Craft & Play’ in the park. Olivia Naum’s child clearances will be complete.

Discussion opened for approval to pay invoice from Tillett Toilets for \$ 275.60; an expense from 2023 Block Party. **A motion made by David Charest, seconded by Tracey Charest, to approve paying the invoice from Tillett Toilets for \$ 275.60; an expense from 2023 Block Party; paid from the Park Fund. Motion carried.**

PERSONNEL – *Tracey Charest, Justin Shuey & Mayor Quairolì* – No report.

COST REDUCTION AND FINANCES – *Rick Kline, Donnette Quairolì & Tom Keefer* – No report.

ORDINANCE COMMITTEE – *Jeff Schott & Mayor Quairolì* – No further discussion regarding the Mailbox standards ordinance.

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

NEW BUSINESS – No further discussion regarding PennDOT’s announcement for the opening of the 2023 Transportation Alternatives Set Aside (TASA) funding round which officially opened 5/30/2023. July council meeting will be held on Wednesday, July 5, 2023.

OLD BUSINESS – No report.

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

Respectfully submitted,

Joan Keefer, Secretary/Treasurer