

June 7, 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: Don Raiger, Jeff Schott, Justin Shuey, Rick Kline & Tracey Charest. Also attending: 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 Rick Kline, seconded by Justin Shuey, to approve the May 3, 2022, Council Meeting Minutes. Motion carried.

A motion made by Rick Kline, seconded by Don Raiger, to approve the Treasurer's Report, as presented to council, for the month ending May 31, 2022. Motion carried.

MAINTENANCE – Tom Keefer, Supervisor – Dan Fahnestock, Swatara Twp. requested sharing expenses to line paint N. & S. Mill St. (from Hillcrest Dr. to S. Mill St., where municipality boundaries meet). The quote did not come in. This item placed on next Planning Workshop Committed meeting agenda.

A request made for approval to rent Ventrac for lower field in the park to trim & open paths between the newly planted trees @ a cost not to exceed \$500.00. A motion made by Don Raiger, seconded by Justin Shuey, to approve renting Ventrac for lower field in the park to trim & open paths between the newly planted trees, paid from the General Fund. Motion carried.

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 – Discussion opened for a decision & approval for E. Blackberry St. bids. The project received only one bid via the Re-development Authority from Construction Masters Services, LLC. One bid submitted; Construction Masters Services bid for E. Blackberry Street was \$169,755.15, which comes in above the original estimate dated 8/29/2019 at \$142,641.00 & the Borough received an award of \$105,000.00 in CDBG funding. The funding amount leftover from W. Blackberry allowed for use on E. Blackberry. The alternate bid for E. Blackberry St. & Mulberry St. was \$194,498.55, a difference of \$24,743.40 for Mulberry St. The estimate for Mulberry St. dated 5/26/2022 was \$34,989.42. Dan Lyons reported an additional \$23,451.38 available to bring the base bid for the borough back to the original amount of \$33,944.21. Request made for the borough to act on accepting or rejecting the bid with the borough paying a portion, in the amount of \$33,944.21, the original contribution from the borough. Discussion followed. A motion made by Jeff Schott, seconded by Justin Shuey, move to act upon accepting the bid for E. Blackberry St. with Mulberry St. in the amount \$194,498.55 contingent upon the additional CDBG contribution of \$23,451.38 over the original grant award after review by the engineers and the solicitor. Motion carried. A motion made by Don Raiger, seconded by Tracey Charest, approve moving forward with the paving project on Mulberry St. in the amount of \$21,743.40, paid from the Liquid Fuels Account, setting up a project with PennDOT Liquid Fuels. Motion carried. The borough earmarked \$37,000.00 for payment from the Capital Improvements Fund. In agreement of the remaining monies owed applied from Infrastructure Fund for Mulberry St. project.

Sidewalk Inspections – Sidewalk Inspections performed by Light-Heigel with the help of Mayor Joe Quairolì. LHAI sent a letter to the Solicitor for review to send to each property in violation; letter attached to engineer report. Thirty-three properties in violation. Discussion followed. Council decided to give residents until the first day of school (last Monday in August; 31st) to complete their sidewalk repairs. A future project replacing curbs & sidewalks between King St. & Broad St. may interfere with sidewalk repairs. Council decided to allow sidewalk repairs in this target area put hold & wait to send them a letter at this time & work with residents having issues scheduling a contractor.

Crosswalk Flashing Signals – Lebanon County Commissioners awarded Jonestown Borough the Marcellus Shale Grant for \$10,000.00 to install Flashing Crosswalk Signals. Plans are to integrate this project with the TASA funding.

Street Opening Permits – Fortna St. still needs road repairs made by N.L.C.A.’s contractor. No schedule forwarded to Light-Heigel at this time. LHAI approved a curb cut permit for 210 West Hill Street residence. Photos of area taken for record prior to any work done. Approved permit & letter attached to engineer report.

TASA Grant – Jonestown Borough held a “kickoff” meeting with Light-Heigel Team, & County Representative on May 9, 2022, in the Borough offices. Discussion from the meeting included the current project & additional phases of the project. Light-Heigel recommends scheduling a meeting with the Borough Committee to finalize the direction for each phase of the project. Discussion followed regarding applying for next year’s available grants.

DCNR Grant – Light-Heigel & the Borough committee attended a meeting May 10th with the DCNR project lead. The borough committee scheduled a meeting June 16, 2022, to discuss grants. Construction to take place Spring/Summer of 2023.

West Blackberry Street Stormwater – Light-Heigel is currently working on a short-term solution for stormwater issues around Fisher & W. Blackberry St.

Lot Addition for Borough Park - Light-Heigel forwarded a contract with estimated costs to complete the lot addition & subdivision plans for parcel anticipated being added to the park. It is possible to have additional parcel included to the park which may alter this original cost. Colleen Gallo reported the possibility of the school considering having all the land donated if including the cemetery in the lot addition. The borough received a plan from original school drawings showing easements across the parcel added to park. There is both a sanitary sewer & a storm sewer easement in this area. On this parcel there are two stormwater end walls with rip-rap aprons as well as a stormwater swale. Discussion continued as to the additional parcel for the cemetery & council reviewed mapping. Colleen Gallio will reach out to the school’s attorney to further discuss the lot addition & get more information. Discussion continued.

MAYOR – *Joe Quairolì* – Ne Report.

SOLICITOR – *Colleen Gallo; Reilly, Wolfson Attorneys at Law* – Colleen Gallo had no additional update regarding renewing Comcast Franchise Agreement Contract. This item placed on 7/5/22 council meeting agenda.

Jonestown Park subdivision/lot addition previously discussed in the engineer’s report.

SECRETARY – *Joan Keefer* – Council held discussion regarding CPR class certification as follows: Cost per person = \$55.00. Cost for travel expenses = \$30.00. Council decided to move forward with CPR classes for borough maintenance employees that wish to; at a cost not to exceed \$200.00. **A motion made by Don Raiger, seconded by Justin Shuey, to approve CPR classes for borough maintenance employees that wish to; at a cost not to exceed \$200.00. Motion carried.**

ASSISTANT SECRETARY – *Jodi Swisher* – No Report.

MS4 – Jonestown Borough’s MS4 waiver is good through 2024. Submitting the next application is due 6 months prior to expiration. The end of 2023, beginning of 2024, the borough needs to submit another application.

INFRASTRUCTURE IMPROVEMENTS – *Tom Keefer, Mayor Quairolì & Rick Kline* – No report.

GRANTS – *D. Quairolì, Jeff Schott & Justin Shuey* – Lebanon County Commissioners approved a Marcellus Shale Grant Program to fund pedestrian crossing lights in the borough at a cost of \$10,000.00. A request made for approving signing & executing the contract. **A motion made by Rick Kline, seconded by Justin Shuey, to approve signing & executing the Marcellus Shale Grant Program contract to fund pedestrian crossing lights in the borough. Motion carried.**

PARK & RECREATION – *Tracey Charest* – Discussion opened for approval to purchase additional park cameras at a cost not to exceed \$6,653.00. **A motion made by Jeff Schott, seconded by Tracey Charest, to approve purchasing additional park cameras at a cost not to exceed \$6,653.00. Motion carried.**

Discussion opened regarding approval for Block Party expenses. Audrey Shutter submitted a list of expenses. The total amount requested was not to exceed \$1,500.00. **A motion made by Don Raiger,**

seconded by Justin Shuey, to approve the expenses incurred from the Block Party; not to exceed \$1,500.00. Motion carried.

Tracey Charest looking for volunteers from the borough to work ice cream day. Discussion followed. The borough is sending a letter of request to BGs for donation of ice cream, as in years past.

PERSONNEL – *Rick Kline, Don Raiger & Mayor Quairolì* – The committee scheduled a meeting for this Thursday evening.

COST REDUCTION AND FINANCES – *Don Raiger, Tom Keefer, & D. Quairolì* – Discussion opened by Rick Kline for approval to upgrade office computers by purchasing computers & stand-up desks. **A motion made by Rick Kline, seconded by Jeff Schott, to approve upgrade office computers by purchasing computers & stand-up desks at a cost not to exceed \$ 2,500.00; paid from the General Fund. Motion carried.**

Discussion requesting approval to purchase all new motion sensors for the Borough building alarm system; at a cost not to exceed \$400.00, paid from the General Fund. **A motion made by Don Raiger, seconded by Rick Kline, to approve purchasing all new motion sensors for the Borough building alarm system; at a cost not to exceed \$400.00, paid from the General Fund. Motion carried.**

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

ORDINANCE COMMITTEE – *Jeff Schott, Mayor Quairolì & Don Raiger* – Jeff Schott updated council regarding the proposal to codify borough ordinances. A request made to approve the proposal from General Code to codify ordinances, annual fee & future ordinances passed. **A motion made by Don Raiger, seconded by Jeff Schott, to approve the proposal from General Code to codify borough ordinances, annual fee & future ordinances passed; at a cost not to exceed \$400.00, paid from the General Fund. Motion carried.**

NEW BUSINESS – No report.

OLD BUSINESS – Request to approve price adjustment for Boat Launch signs; an increase of \$13.87, to total \$513.87. **A motion made by Justin Shuey, seconded by Don Raiger, to approve price adjustment for Boat Launch signs; an increase of \$13.87, to total \$513.87. Motion carried.**

Council held discussion regarding a donation request submitted to the borough from NLFES (Northern Lebanon Fire & Emergency Services) to help in purchasing air packs for volunteer fire fighters. Don Raiger attended a recent meeting with local municipalities involved regarding this purchase. Discussion followed. **A motion made by Don Raiger, seconded by Rick Kline, to approve donating \$25,000.00 to Northern Lebanon Fire & Emergency Services towards the purchase of air packs for volunteer fire fighters; paid from the ARPA (American Rescue Plan Act Fund). Motion carried.** Discussion continued regarding the rising costs for the purchase of a ladder truck for N.L.F.E.S.

Upon motion and second, Borough Council meeting adjourned at 8:25 p.m.

Respectfully submitted,

Joan Keefer, Secretary/Treasurer