

March 1, 2016

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: Vince Sellers, Donnette Quairol, Tammy Blair, Roy Lefever and Robin Wolferd. Also attending were Mayor Tyler Longenecker, Attorney Colleen Gallo, Engineer, Erik Harmon, Maintenance Lead, Richie Deibert, Secretary/Treasurer, Joan Keefer and Junior Council Member Joe Kerstetter. Excused absence; Joel Lehman.

A motion was made by Robin Wolferd, seconded by Tammy Blair, to approve the Council Meeting Minutes and the Planning Workshop Minutes of February, 2016. Motion carried.

A motion was made by Robin Wolferd, seconded by Donnette Quairol, to approve the Treasurer's Report for the month of February 2016. Motion carried.

VOLUNTEER OF THE YEAR AWARD PRESENTATION - *Mayor Longenecker*- On behalf of Council, Mayor Tyler Longenecker presented an award plaque to the 2015 Volunteer of the Year, Stacy Schott, Chairperson of the Block Party. Stacy's generosity of time and effort to the Block Party, and other events the past year, is greatly appreciated. Mayor Longenecker continued; for Stacy's efforts and willingness to make sacrifices, the 2015 volunteer of the year award is presented. A picture was taken for the Lebanon Daily News.

SPECIAL GUESTS – Stacy Schott requested earmarking profits from the Block Party to a specific project in the Jonestown Park. Profits in 2014 and 2015 were 85%. Council decided to discuss this at their Planning Workshop meeting, and make a decision at that time.

PUBLIC COMMENT – No Report.

BOROUGH ENGINEER – *Erik Harmon (report attached to minutes)* - **2016 Paving Projects Bid Opening** – Bid packets were opened for the 2016 paving projects including all of North Mill St. from Esther Dr.; in patches, and to finish patching North Broad St. Results:

Pennsy Supply, Inc.....	\$ 69,815.00
Woodland Contractors, Inc.....	\$ 53,109.40
Landis C. Deck & Son.....	\$ 47,455.30

A motion was made by Roy Lefever, seconded by Robin Wolferd, acknowledging and recognizing Landis C. Deck & Sons as the apparent low bidder for the 2016 Paving Project and move to award the contract at a cost of \$47,455.30, contingent upon receiving & reviewing the bonds and insurance certificates. Motion carried.

DCNR Grant – Baseball Dugout Construction – The construction has been executed and sent to the contractor. A pre-construction meeting will be held in the next few weeks.

Streets & Sidewalks Ordinance – The draft of the revised Streets & Sidewalks Ordinance (included in minutes) was emailed to council on February 20, 2016. A hard copy has been provided, as an attachment to this email. Erik reviewed the changes made. Discussion followed, and council will bring questions to April's meeting. Council instructed Richie to travel around town to inspect sidewalks. His findings will be discussed at the March Planning Workshop meeting, and council will make a decision to move forward at April's council meeting.

Chestnut Street Growing Greener Project – Light-Heigel & Associates, Inc. recommends the Chestnut St. tree and rain garden planting occur in May 2016. Erik requested approval to work with the Maintenance Supervisor and Mayor, as far as scheduling/planning the event. Discussion followed. Council will 'get the word out' to Jonestown residents requesting volunteers. Council needs to decide on trees/plants to be planted in the gardens. A decision was made to have Richie work the day of the plantings.

Lebanon County MS4 Chesapeake Bay Pollution Reduction Plan – A discussion was about a letter the Borough received on the county-wide pollution reduction plan. After discussion, council decided to have Erik continue gathering information, and bring it back to council.

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MAINTENANCE – *Richie Deibert – (report attached to minutes)* – Richie reported the contractor had come to look at the electric poles; including Christmas light poles, and contacted Met-Ed. The three areas the borough was looking into was the Christmas lights, 200 amp service at the carnival grounds and moving the pole on Hazel Street. On the carnival grounds, Met-Ed can place a transformer; but have not given a price at this time and the contractor gave an estimate of \$5,449.98 to put this service in place. Richie reported Met-Ed will move the pole on Hazel Street at no cost to the borough. The contractor gave a cost estimate for the Christmas lights, including all of the work for the 46 poles as \$14,552.22. A lengthy discussion followed in regards to electric to the carnival grounds, and the Christmas lights. Council did not make a decision at this time for the pole on the carnival grounds. Mayor Longenecker requested approval to have a carnival with Bartlebaugh Amusements for May 3, 2016 through May 7, 2016 and permission to sign the contract.

A motion was made by Roy Lefever, seconded by Vince Sellers, to approve a carnival, and sign a contract with Bartlebaugh Amusements for May 3, 2016 through May 7, 2016. Motion carried.

Richie reported contacting neighboring municipalities about renting crack sealing equipment, to save on costs. The equipment would be rented for one week, in early to mid-April. If the representative from Sealmaster can fill a months' worth of work, between our neighboring municipalities, the rental fee would be \$1,350.00 for a week. Including materials, the estimated cost for the project is \$4,716.00. Richie requested an approval to rent the crack sealing equipment and purchase materials at a cost not to exceed the budgeted amount of \$5,000.00.

A motion was made by Vince Sellers, seconded by Roy Lefever, to approve renting the crack sealing equipment and purchase materials at a cost not to exceed the budgeted amount of \$5,000.00. Motion carried.

Richie requested using the maintenance department, to save on borough funds, and paint the crosswalks outside of the square this year. Richie requested approval to rent equipment and purchase materials to paint the crosswalks at a cost not to exceed the budgeted amount of \$2,500.00.

A motion was made by Roy Lefever, seconded by Vince Sellers, to approve renting equipment to paint crosswalks and purchasing materials at a cost not to exceed the budgeted amount of \$2,500.00. Motion carried.

Richie reported the park trails need to be repaired, due to a washout, and requested approval to purchase 23 tons of stone dust at a cost not to exceed \$400.00

A motion was made by Roy Lefever, seconded by Vince Sellers, to approve purchasing 23 tons of stone dust to repair the park trails at a cost not to exceed \$400.00. Motion carried.

Richie requested approval to purchase a "No School Traffic" sign, with allotted times the crossing guards are at their posts, and would not allow traffic through the one way entrance to East Hazel Street from South King Street. Crossing Guards were being harassed at this post, due to inconsistent traffic control. Council reviewed two maps, showing different routes, and decided on the route to use. A request was made to approve the purchase of one sign and post at a cost not to exceed \$100.00.

A motion was made by Donnette Quairoli, seconded by Vince Sellers, to approve purchasing a sign which does not allow traffic through the one way entrance to E. Hazel St. from S. King St. and a post at a cost not to exceed \$100.00. Motion carried.

Richie reported a big tree fell over at the Spittle Field, on the bleachers, destroying them. A similar set of bleachers, in aluminum, costs \$1,585.00. Discussion followed.

Richie requested permission to attend the Penn DOT Symposium at a cost of \$65.00; to be paid from his monthly budget allowance.

A motion was made by Roy Lefever, seconded by Robin Wolferd, to permit Richie to attend the Penn DOT Symposium at a cost of \$65.00; to be paid from his monthly budget allowance. Motion carried.

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Richie reported on the Lebanon County Dirt and Gravel/Low Volume Road Programs. To be eligible for grant money, the road owning entity must have attended the ESM (Environmentally Sensitive Maintenance) training within the past 5 calendar years. The program is free to members. The closest training location is in Danville, and is scheduled to take place on March 29th and 30th from 8 AM to 4 PM.

A motion was made by Donnette Quairol, seconded by Roy Lefever, to allow Richie to attend the ESM training on March 29, 2016 and March 30, 2016 from 8 AM to 4 PM. Motion carried.

Richie updated in regards to the white pickup truck v-plow in need of repair/replacement. Other equipment is in need of repair/replacement, too. Vince Sellers requested Richie do a 5-year plan in regards to equipment received, when, and at what costs are needed to replace/repair. This will be useful when planning the budget.

Richie requested permission to have North Lebanon Township perform street sweeping in the borough, at a cost not to exceed \$3,000.00.

A motion was made by Roy Lefever, seconded by Tammy Blair, to approve having North Lebanon Township perform street sweeping in the borough at a cost not to exceed \$3,000.00. Motion carried.

MAYOR - *Mayor Longenecker* – Mayor Longenecker reviewed changes made to the signs ordinance, and gave council a draft copy. Council decided to have Erik email the signs ordinance to Colleen, and have her make the changes. Other ordinances are in need of changes, and the plans are to make all necessary changes to them, and advertise them all at one time.

SOLICITOR – *Colleen Gallo; Reilly, Wolfson, Sheffey, Schrum & Lundberg* – Colleen Gallo requested approval from council to advertise ordinance # 2016-1, establishing a municipal pension plan with PMRS.

A motion was made by Robin Wolferd, seconded by Tammy Blair, to approve advertising Ordinance # 2016-1, establishing a municipal pension plan with PMRS (Pennsylvania Municipal Retirement System). Motion carried.

SECRETARY – *Joan Keefer* – Joan requested approval to pay the salt invoice from Morton Salt, Inc., received in today's mail.

A motion was made by Roy Lefever, seconded by Robin Wolferd, to approve paying the salt invoice from Morton Salt, Inc. Motion carried.

Discussion continued in regards to salt storage fees. Colleen recommended having Richie check into the fees charged for salt storage, bringing information to next month's meeting.

Joan reported contacting Betty Stone at H.A. Thompson, in regards to having the borough signatories bonded. The borough has a blanket bond policy in effect from 6/25/14 through 6/25/17, covering the signatories.

This is the time of the year the borough sends a donation to the Fire Company. The donation of \$11,000.00 has been budgeted this year. Council decided to contact Joel Lehman, to recommend a plan to make the donation.

Joan requested approval to appoint Jeff Werner as the TCC Board representative for 2016, and appoint Ken Shirk as the TCC Board alternate representative for 2016.

A motion was made by Roy Lefever, seconded by Tammy Blair, to appoint Jeff Werner as the TCC Board representative for 2016, and appoint Ken Shirk as the TCC Board alternate representative for 2016. Motion carried.

Joan inquired which council members want a paper copy of the Borough Code, Title 8 of the Pennsylvania Consolidated Statutes (Boroughs and incorporated towns). Cost is \$12.00/ea., plus \$2.50/shipping and handling. Dawn Sellers and Donnette Quairol would like a paper copy.

MS4 – Discussed previously.

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INFRASTRUCTURE IMPROVEMENTS – *Dawn Sellers, Joel Lehman* – A brief discussion was held in regards to the street light conversion.

LOCAL BUSINESS – *Dawn Sellers and Roy Lefever* – No Report.

GRANTS – *Mayor Longenecker, Vince Sellers* – No Report.

PARK FACILITIES, GRANTS, RECREATION & EVENTS – *Mayor Longenecker, Robin Wolferd, Tammy Blair and Joe Kerstetter* – There was a request for permitting the Easter Egg Hunt in the park.

A motion was made by Roy Lefever, seconded by Donnette Quairoli, to approve having the Jonestown American Legion and Jonestown Lion's Club hold their Easter Egg Hunt in the Park on Saturday, March 26, 2016 beginning at 1:00 p.m. Motion carried.

PERSONNEL – *Dawn Sellers, Mayor Longenecker, Robin Wolferd, and Donnette Quairoli* – An executive session was requested following the meeting, in regards to personnel issues, including potential litigation.

COST REDUCTION AND FINANCES – *Joel Lehman, Vince Sellers* – No Report.

CODES & CODE ENFORCEMENT – *Mayor Longenecker, Roy Lefever* – A brief discussion was held in regards to codification of ordinances. Keystate Publishers is no longer in service. Council requested Joan check on the pricing for codification, for comparison.

OLD BUSINESS – The rental property ordinance is to be kept on the agenda.

Discussion continued on the purchase of a skid loader bucket with teeth.

A motion was made by Roy Lefever, seconded by Vince Sellers, to approve purchasing a skid loader bucket w/ teeth, at a cost not to exceed \$1,500.00; paid from the Liquid Fuels fund. Motion carried.

NEW BUSINESS – Discussion was held in regards to updating/planning, on the traffic pattern to pick up and drop off students at Jonestown Elementary School. As discussed earlier, council approved placing a sign at the entrance to Hazel Street. A decision was made to use the traffic pattern map the school made this past year.

Lebanon County Library System and Wellspan Good Samaritan Hospital are hosting a 'GO Lebanon' Program, requesting permission to place a 4"x4" post, approximately 3-5 feet tall, with a board on top, in the Jonestown Park prior to the start of the program June 1, 2016 and removed upon conclusion in mid-August.

A motion was made by Roy Lefever, seconded by Donnette Quairoli, to approve participation in Lebanon County Library System and WellSpan Good Samaritan Hospital's program; allowing them to place a 4"x4" post, approximately 3-5 feet tall, with a board on top, in the Jonestown Park prior to the start of the program June 1, 2016 and removed upon conclusion in mid-August. Motion carried.

Upon motion and second, Council recessed into Executive Session at 9:30 p.m.

Council reentered regular session at 9:52 p.m.

A motion was made by Roy Lefever, seconded by Tammy Blair, to pay the amount of \$8,795.79 into Craig Carl's pension fund. Motion carried.

A motion was made by Roy Lefever, seconded by Donnette Quairoli, to use the hourly rate for sick time, opposed to a whole sick day taken; having paperwork signed by the supervisor. Motion carried.

Upon motion and second, Council adjourned at 9:55 p.m.

Respectfully submitted,

Joan Keefer, Secretary/Treasurer