

# March 1, 2022, Council Meeting

Jonestown Borough Council held a meeting of on the above date, beginning at 6:30 p.m.; President Tom Keefer presiding. Council members attending: Don Raiger, Jeff Schott, and Donnette Quairolì. Also attending: Mayor Joe Quairolì, Attorney Colleen Gallo, Engineer Representative; Lee Strause, Secretary Treasurer; Joan Keefer and Assistant Secretary Treasurer; Jodi Swisher.

## **APPROVAL - MINUTES/TREASURER'S REPORT**

**A motion made by Don Raiger, seconded by Donnette Quairolì, to approve the February 1, 2022, Council Meeting Minutes. Motion carried.**

**A motion made by Donnette Quairolì, seconded by Jeff Schott, to approve the Treasurer's Report, as presented to council, for the month ending February 28, 2022. Motion carried.**

**SPECIAL GUESTS** – Nate Carpenter requested council's approval to host the 2022 Memorial Day Parade in the Borough on May 30<sup>th</sup> at 9:00 a.m. Discussion continued regarding road closings & set-up area (7:30 a.m.). Nate Carpenter plans to contact Union Township for approval to start the parade in Union Township, & travel east on Market St. in Jonestown Borough, ending at Zion Lutheran Cemetery, N. King St.

**MAINTENANCE** – Tom Keefer, Supervisor – (budget report attached to minutes) – Request to approve submitting the 2022–2023 Co-Stars Salt Contract; August 1, 2022, through July 31, 2023 @ a quota to order fifty tons. (In 2021-2022, the borough contracted one hundred tons through Co-Stars). **A motion made by Jeff Schott, seconded by Donnette Quairolì, to approve submitting the 2022–2023 Co-Stars Salt Contract; August 1, 2022, through July 31, 2023 @ a quota of fifty tons. Motion carried.**

Tom Keefer opened discussion to decide on selling the borough's old salt spreader. Few days left to close bidding on Municibid & the highest bid now is \$1,500.00. **A motion made by Donnette Quairolì, seconded by Don Raiger, to approve selling the borough's old salt spreader to the highest bidder on Municibid, depositing monies into the General Fund. Motion carried.**

Tom Keefer requested council's approval to paint striping on West Market St. **A motion made by Donnette Quairolì, seconded by Jeff Schott, to approve painting road striping (middle yellow & sides white) on West Market St at a cost not to exceed \$1,800.00 paid from the General Fund. Motion carried.**

**BOROUGH ENGINEERING REPRESENTATIVE** – Lee Strause (report attached to minutes). During the past month Light-Heigel & Associates, Inc. has been involved in the following items of interest to the Borough:

**East Blackberry Street CDBG** – Lee Strause & Stacy Longenecker, Light-Heigel & Associates, Inc. met with Tom Keefer & Rick Kline Friday February 11, 2022, to discuss plans & walk the site, addressing any needed revisions. Minor plans revised as discussed. A Penn DOT HOP (Highway Occupancy Permit) application submitted & reviewed by Penn DOT for the accessible ramp work along S. Lancaster St. LHAI will address comments (four) from Penn DOT & re-submit the application. LHAI will submit bid specification & plans (95% complete) for E. Blackberry St. project to Lebanon County Redevelopment Authority to bid the project, hopefully this coming week LHAI will send plans to Dan Lyons from the Redevelopment Authority.

**Fisher Street Stormwater** – LHAI team met with Tom Keefer & Rick Kline while on-site at E. Blackberry St. & discussed plans. LHAI will send additional completed revisions, plans & the final cost opinion to the infrastructure committee for review at their meeting on March 9, 2022.

**Market Street Pavement Marking** – Lee Strause contacted Penn DOT's traffic division regarding painting "25 MPH" markings on Market Street in the borough. Per Chris Flad, PennDOT, no permits required to install these markings. "25 MPH" markings are already in reference to the speed limit signs. Discussion continued. The Infrastructure Committee will discuss pavement markings at the next Committee meeting & bring recommendations back to council.

Lee reported Northern Lebanon County Authorities contractor recently worked in/near Jonestown Park, damaging the walking path. The contractor shall return in springtime to repair the damaged walking trail.

**MAYOR** – Joe Quairolì – Mayor Quairolì reported on the Route 72 detour virtual meeting held by Senator Gebhard's office. Plans are to move the detour over to Rt. 343. Secondly, discussion was regarding placing a temporary traffic signal at the Market St./Lancaster St. intersection & additional problem areas. All involved are resolving the problem areas. The project begins in fall, 2023. Closure anticipated for March of 2024 through October of 2024. A major concern Mayor Quairolì has is traffic from the new warehouse recently built along Route 72, North Lebanon Township.

Mayor Quairolì opened discussion regarding towing vehicles, questioning the legality of Chapter 15, section 501 ordinance. Colleen Gallo reviewed the state laws & the process for towing vehicles. Parked vehicles, not moving for the 2022 Block Party, was a concern. Discussion followed. The ordinance committee continues reviewing/amending ordinances.

**SOLICITOR** – Colleen Gallo; Reilly, Wolfson Attorneys at Law – A request made to approve Resolution # 2022-04; approval for Borough Office record retention policy, disposal of borough records moving forward from 2014 -2015. **A motion made by Donnette Quairolì, seconded by Don Raiger, to approve Resolution # 2022-04; approval for Borough Office record retention policy, disposal of borough records 2014 -2015 moving forward. Motion carried.**

Colleen Gallo inquired about the possibility of acquiring land in the park owned by Jonestown Elementary School once their new building project moves forward. Don Raiger reported receiving verbal positive comments; but will reach out to the school very soon. Acquiring land in the park owned by Jonestown Elementary School to be on the next Planning Workshop meeting agenda.

**SECRETARY** – *Joan Keefer* – Joan Keefer reported needing Insurance Certificates of Liability from baseball leagues, Little League Baseball & All-Star Tournaments Baseball. Tom Keefer will contact the league representatives to request Insurance Certificates of Liability.

Joan Keefer announced the Municipal Liquid Fuels scheduled direct deposit payment/allocation, in the amount of \$54,799.67, is 3/1/22.

**ASSISTANT SECRETARY** – *Jodi Swisher* – No Report.

**MS4** – No Report.

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

**GRANTS** – *D. Quairolì, Jeff Schott & Justin Shuey* – A Grant & Resource workshop is available Tuesday, April 12, 2022, beginning 9AM if anyone is interested in attending.

**PARK & RECREATION** – Don Raiger & Tom Keefer contacted DCNR and gave an update, opening discussion regarding the DCNR Grant funding for new playground equipment. The following reasons are pros and cons for relocating playground equipment: Stormwater drainage issues, which lead to maintenance issues, proximity to S. Mill St.; high volume of local traffic, proximity to basketball court; use of obscenities, located closer to areas with higher volumes of usage such as the pavilion, ballfields, town & main parking lot, more convenient to access & keep a visual to what's happening. Discussion followed regarding information from Cheri Matters, DCNR, regarding structures for the new location & three phases for completing the project. Tom Keefer reported an opportunity to apply for the Lebanon County Gaming Local Share Assessment Grant Program; deadline March 15th and use the funding towards playground equipment. Formal approval requested for Resolution # 2022-03 is necessary if council agrees to apply. Rick Kline & Tom Keefer agreed to co-manage the project's phase one. **A motion made by Jeff Schott, seconded by Don Raiger, to approve & accept the grant contract from DCNR for the playground equipment project. Motion carried.**

**A motion made by Donnette Quairolì, seconded by Jeff Schott, to approve Resolution # 2022-03 requesting Statewide Local Share Assessment grant funds of \$25,000.00 from the Commonwealth Financing Authority to purchase & install new playground equipment. Motion carried.**

Donnette Quairolì gave an update on Christmas light collection containers and reviewed locations & collection. Total collected to date is \$15.49. Discussion followed.

Discussion & request to approve purchasing/installing a new garage door on the concession building in the park; not to exceed \$2200, paid from the Park Fund. **A motion made by Don Raiger, seconded by Jeff Schott, to approve purchasing/installing a new garage door on the concession building in the park; at a cost not to exceed \$2200, paid from the Park Fund. Motion carried.**

A request made to approve applying for a PennDOT Road Closure Permit for the 2022 Block Party Event. **A motion made by Donnette Quairolì, seconded by Jeff Schott, to approve applying for a PennDOT Road Closure Permit for the 2022 Block Party Event. Motion carried.**

No report regarding Huey's Amusements Small Carnival/Food Vendor Event (set-up April 12th – 13th, running on 14th, 15th & 16th).

**PERSONNEL** – *Rick Kline, Don Raiger & Mayor Quairolì* – No Report.

**COST REDUCTION AND FINANCES** – *Don Raiger, Tom Keefer, & D. Quairolì* – Council received a letter of request from Swatara Watershed Association to provide a proclamation endorsing the Swatara Sojourn and/or sponsor the association. **A motion made by Don Raiger, seconded by Donnette Quairolì, to approve drafting a proclamation to endorse & support the Swatara Sojourn Association. Motion carried.**

**CODES & CODE ENFORCEMENT** – *Mayor Quairolì, Justin Shuey & Tom Keefer* – The Codes & Code Enforcement Committee recommended Brad Douple, BCI Code Enforcement Officer, move forward with inspections throughout the borough. Discussion followed. Council agreed.

**ORDINANCE COMMITTEE** – *Jeff Schott, Mayor Quairolì & Don Raiger* – Don Raiger heard back from Municipal Codes regarding the borough's codification of ordinances. Council agreed to place discussion regarding codification on the next Planning Workshop agenda.

**NEW BUSINESS** – No Report.

**OLD BUSINESS** – Reminder to Council: Statement of Financial interest are due May 1st.

Mayor Quairolì requested placing child clearances & criminal background checks on the next Planning Workshop meeting for review.

Upon motion and second, Borough Council meeting adjourned at 7:49 p.m.

Respectfully submitted,

Joan Keefer, Secretary/Treasurer