

May 28, 2019 Planning Workshop Committee Meeting Minutes

Call to Order @ 7:00 p.m. Planning Workshop Committee Meetings are advertised as performing general business.

Roll Call - In attendance; *Rick Kline, Don Raiger, Tom Keefer, Robin Wolferd, Joe Quairolì and Jeff Schott.*

Meeting Minute Approval - A motion was made by Tom Keefer, seconded by Rick Kline, to approve the Planning Workshop Committee Meeting minutes from April 22, 2019. Motion carried.

Public Comment - Teresa Tennant, resident of Jonestown, attended the meeting, having an interest in volunteering on the Park, Recreation & Events Committee. Joan Keefer will email a PRE's 2019 meeting schedule to Teresa.

New Business - Rick Kline opened discussion about what level of information is necessary on the weekly maintenance logs. Council agreed to have major issues reported on a maintenance log, and have Rick give a monthly report.

Tom Keefer requested having an outside company landscape (edge, weed & mulch) around the Borough building. Discussion followed. Mayor Quairolì volunteered to spray weeds around the borough building this week. Rick Kline will have the maintenance department work on landscaping around the borough building.

Rick Kline asked if the maintenance department is allowed to cut back trees, bushes, etc. covering road signs. Council agreed the trees, bushes, etc. are in the borough right of way, and can be cut back.

Rick Kline asked for council decision as to allowing parking on the Park's lower field for the event this Saturday. After discussion, Tom Keefer volunteered to check the field at the end of the week, and mark off areas that may be too wet to park.

Robin read the Union Township Recreational Funding contract/agreement, and requested approval to sign it. A motion was made by Don Raiger, seconded by Jeff Schott, to approve signing the contract/agreement from Union Township for Recreational Funding. Motion carried.

A motion was made by Jeff Schott, seconded by Don Raiger, to approve authorizing Joan Keefer to open an account at Jonestown Bank & Trust; naming it 'Union Township Recreational Grant Fund'. Motion carried.

A request was made to allow the Jonestown PTO use of the pavilion requesting; Wednesday May, 29, 2019, (9 a.m. to 2:30 p.m.), a Walk-a-Thon in the Park and June 4, 2019; use of the pavilion kitchen refrigerators; mainly for 5th grade picnic - 8 a.m. to 1 p.m. They plan to use the J2 field to place Big, Bright Bounces bounce houses. Joan Keefer reported Michelle Bates sent an email stating the PTO and the Big, Bright Bounces have insurance; but it costs \$25 to obtain copies, stating they are covered. Joan told Michelle if they can email the certificates to the borough office, she will print them. A motion was made by Tom Keefer, seconded by Don Raiger, to approve allowing the Jonestown PTO use the pavilion, per their request; Wednesday May, 29, 2019, from 9 a.m. to 2:30 p.m. for a Walk-a-Thon in the park. Motion carried.

A motion was made by Tom Keefer, seconded by Jeff Schott, to approve allowing the Jonestown PTO use the pavilion, per their request; Tuesday, June 4, 2019; for a 5th grade picnic from 8 a.m. to 1 p.m.; contingent upon receiving a certificate of insurance from Big Bright Bounces. Motion carried.

Council was to approve the expenditure of \$28,307.35 for the overage amount (required handicapped ramps & bidding process costs) on the CDBG Grant on East Chestnut Street. Discussion followed. A motion was made by Rick Kline, seconded by Tom Keefer, to approve paying the expenditure of \$28,307.35 for the overage amount (required handicapped ramps & bidding process costs) on the CDBG Grant on East Chestnut Street; paid from the General Fund. Motion carried.

A request was made to approve starting the application process for the Dirt and Gravel Low Volume Roads (D&GLVR) Grant on Spring Court. Tom Keefer reported Erik Harmon met at the Spring Court location with Stephanie Harmon and Carl Wenzler, from the Lebanon County Conservation District, and there is a possibility of funding a project on Spring Court, requesting the borough begin the application process. A motion was made by Tom Keefer, seconded by Rick Kline, to approve starting the application process for the Dirt & Gravel, Low Volume Roads Grant on Spring Court. Motion carried. Tom Keefer will contact Erik Harmon tomorrow.

Council decided to keep the approval for starting the application process on the CDBG Grant/Funding for Blackberry and/or Martin Streets on the June 4, 2019 Council meeting agenda.

Council held discussion on the North Broad St. Culvert Project. Council decided to place this project on hold.

Approve the River of Life Church of God to have their annual pig roast; Pat Patteson to be in the Park overnight on Saturday, August 31, 2019, beginning around 7:30 p.m. to roast a pig. A motion was made by Tom Keefer, seconded by Rick Kline, to allow River of Life Church of God permission to have their annual pig roast, and approve Pat Patteson be in the Park overnight on Saturday, August 31, 2019, beginning around 7:30 p.m. to roast a pig. Motion carried.

Robin Wolferd - council formally approve advertising the IPMC public meeting on June 11, 2019, beginning at 7:00 p.m. @ the Borough Building. **A motion was made by Don Raiger, seconded by Jeff Schott, to approve advertising the IPMC public meeting on June 11, 2019, beginning at 7:00 p.m. @ the Borough Building. Motion carried.**

Robin Wolferd - approval for costs to send the IPMC letters to Borough residents. **A motion was made by Don Raiger, seconded by Tom Keefer, to approve the cost; not to exceed \$1,500.00, for mailing the IPMC letters to Borough residents; paid from the General Fund. Motion carried.**

Council held discussion, and decided the message boards in town are to be maintained and kept current by the Park, Recreation & Events Committee.

Robin Wolferd opened discussion in regard to Kim Longenecker attending the Borough Council meetings. Don Raiger agreed, and also requested Kim attend the IPMC public meeting. Council agreed.

Robin Wolferd reported asking Kim Longenecker if there was any feedback from the parking letters sent out to Market St. residents. Discussion followed.

Old Business – Robin Wolferd stated the Volunteer of the Year Award will be presented at the May Council meeting. Discussion followed as to the process. Mayor Quairolì volunteered to go to G&L Trophies to pick up the plaque & award.

The Auditors appointed by council are Donnette Quairolì, Jamie Carl and Paul Bird. The Appeals Board members appointed to date are Erik Harmon, Mayor Joe Quairolì. Robin Wolferd will contact former Mayor Tyler Longenecker and ask if he will serve on the board.

Robin Wolferd gave an update on ambulance services. All the municipalities must decide which service they would like to go with, and move forward together. Six municipalities are in the proposal; East Hanover, Jonestown Borough, Bethel Township, Swatara Township, Union Township and Annville Township. Robin reported FASP (First Aid & Safety Patrol) is asking for \$9,525.00 from Jonestown Borough. Hershey will not request money until after January 2020. They need 3 months prior to opening to have time to hire employees. Discussion followed. June 27, 2019 is the next meeting of all the municipalities. At that time a decision will be made as to setting up board members. Hershey's cost for the borough is \$9,930.00, not including housing (which will be split 6 ways); based on per capita. A decision needs made by July 31, 2019. **A motion was made by Don Raiger, seconded by Jeff Schott, to approve moving forward with Hershey, and pursue the proposal, based on the information on hand. Motion carried.**

Don Raiger gave an update - "JonestownPA.gov". The Borough is two weeks away from obtaining www.JonestownPa.gov. Don Raiger will follow up in two weeks to change ownership. There is a 60 day moratorium when changing ownership.

Robin Wolferd gave an update on the E. Hanover Township meeting for discussion on a municipal agreement to employ a Borough Manager. After their next meeting, the committee will come back with a job description and paid hours for a manager.

Rick Kline gave an update on a Gator purchase for the Maintenance Department. He will continue to pursue, and come back with a concrete price.

Tom Keefer gave an update on key fobs for the borough building, requesting a decision from council. Discussion followed. Don Raiger recommended key fobs to better manage keys to borough buildings. Discussion followed in regard to funding for key fobs.

Tom Keefer gave an update from Zion Cemetery Committee for widening Esther Drive. At this time he has not heard back from any of the committee members.

Upon motion and second, Council adjourned at 8:26 p.m.

Respectfully submitted,
Joan Keefer