

May 29, 2018 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, Tom Keefer, Jesse Markle, Robin Wolferd, Mayor Sellers, Roy Lefever & Melissa Reynolds.*

Approval of Meeting Minutes – **A motion was made by Melissa Reynolds, seconded by Rick Kline to approve the Planning Workshop Committee Meeting minutes from April 23, 2018. Motion carried.**

Special Guests – Tom Keefer requested the agreement with Northern Lebanon County Authority, who is requesting a right of way approval, be placed on the next Council Meeting Agenda.

Grants – Mayor Sellers updated council in regards to the possibility of having the property located on the northeast corner of W. Market St. & N. Broad St. donated to the Borough, and applying for a grant to place a parking lot there. The county approved plans for a parking lot; but an annual inspection must be completed the first 5 years, and every 3 years after, for a remainder of 10 years following. Mr. Fortna's request was to give access to the parking lot to members of the United Methodist Church. Council decided to pursue costs involved for placing an attached storm drain, to tie into Chestnut St., taxes, maintenance, etc. Mayor Sellers will research possible grants.

Code Enforcement – Mayor Sellers reported code violations are being attended to, as they are received.

New Business – The contract from Pennsy Supply for the 2018 Paving Project, on North Mill Street, was available for signing. **A motion was made by Melissa Reynolds, seconded by Rick Kline to approve signing the contract from Pennsy Supply, for the 2018 Paving Project on North Mill Street. Motion carried.**

Joan Keefer requested council set up the 2018 North Mill Street Paving Project as a project with PennDOT. Council decided to set up the project. Joan will contact Scott Lehman tomorrow morning.

An order form was received by WellSpan to provide flu shots to Borough employees. Council decided not to participate.

Council was requested to ratify an expense in the amount of \$21.96, to purchase 2 twist lock sensors for lights at the concession stand in the Park. **A motion was made by Roy Lefever, seconded by Melissa Reynolds to ratify the expense, in the amount of \$21.96, to purchase 2 twist lock sensors for lights at the concession stand in the Park. Motion carried.**

Robin Wolferd opened discussion in regards to removing, or keeping up, the banners hanging on Lancaster St. & Market St. Banners are getting worn from weather. Discussion followed. Council decided to have volunteers from council tighten the banners. Discussion followed in regards to battery repairs needed on the bucket truck. Roy Lefever will check with Richie Deibert to see what banners fell and need to be put back up.

Robin informed council the Intermunicipal Agreement for Recreational Funds with Union Township was signed by Union Township Board members.

A request was made for council to ratify the bathroom exit device proposal from Reed's Lock & Access Control Systems, Inc. This was damage done from vandalism in the park. **A motion was made by Roy Lefever, seconded by Tom Keefer to ratify the expense, in the amount of \$1,105.70, to replace the bathroom exit device & outside trim/rekey bathroom and kitchen door locks in the Park. Motion carried.**

A request was made to ratify the approval for Choice Communications; Option #2, to repair 4 damaged cameras in the Park at a cost of \$1,241.00 by running new feed cables from the baseball field building to the top of the pole and reconnect all 4 cameras. **A motion was made by Rick Kline, seconded by Roy Lefever to ratify the expense, in the amount of \$1,241.00, to repair 4 vandalized/damaged cameras in the Park at a cost of \$1,241.00, by running new feed cables from the baseball field building to the top of the pole and reconnect all 4 cameras in the Park. Motion carried.**

Roy Lefever opened discussion in regards to closing the garage doors in the pavilion overnight. Robin Wolford agreed to contact a member of the Northern Lebanon Rotary to discuss possibly closing the garage doors daily.

Council held discussion in regards to placing additional cameras in park, and putting a chain across the entrance of the Borough building parking lot. Discussion continued in regards to placing 'no parking' signs in the park, and the park parking violations.

Mayor Sellers requested placing a 'blind' on the keypad inside the front doors of the borough building. Discussion followed. Mayor Sellers stated the cost is minimal.

Mayor Sellers requested council approve allowing Mr. Rizzo, Jonestown Elementary School Principal, hold a "Drills in summer" program on the basketball court in the park this summer. The program will be on Tuesdays and Thursdays from 5:30 p.m. to 7:30 p.m. **A motion was made by Rick Kline, seconded by Tom Keefer to approve allowing Mr. Rizzo hold a "Drills in summer" program on the basketball court in the park this summer; Tuesdays and Thursdays from 5:30 p.m. to 7:30 p.m. Motion carried.**

Mayor Sellers requested Northern Lebanon Fire & Emergency Services be placed on the next council meeting agenda; June 5, 2018. Discussion followed.

Jesse Markle announced he will need to resign. Discussion followed in regards to placing information on Facebook about open council positions.

Council and Mayor reviewed information received from Colleen Gallo, Borough Solicitor, on the impact of the First Amendment, with regards to its Borough Facebook Account. Council decided to have Colleen prepare paperwork and move forward with approval at their council meeting on June 5, 2018. Discussion followed.

Old Business - Tom Keefer gave an update in regards to Met-Ed replacing the borough streets lights with LED lighting and also replacing lights in the Jonestown Park with LED lighting. Council requested Joan bring them information on the costs of lighting in the park for review. Tom recommended having the lights in the park, not working at this time, replaced.

Robin updated council in regards to replacing the Welcome to Jonestown sign. Donations were given to the Borough to help replace the sign and thank-you letters were mailed to the donators. A new sign has been ordered.

Robin reported a meeting with Jonestown Bank & Trust is scheduled for Thursday, May 31, 2018 @:30 p.m. to discuss re-financing the Borough mortgage, to eliminate costs.

Robin reported positions remain open for an EMA Coordinator and an Alternate for the Zoning Board (1yr. term). One council position is open, and another will be opened when Jesse Markle formally resigns.

Tom Keefer requested council consider allowing the Park, Recreation & Events Committee have a 'separate' fund or account opened for funding events and park projects. The committee works hard to raise money for the Park Fund. Expenses, such as lawn mower & maintenance equipment repairs, are paid from the Park Fund, and the

committee would like to raise funds to plan future events. Robin suggested this issue be placed on the next council agenda, and have Colleen Gallo give her recommendation.

Roy Lefever opened discussion in regards to moving the electric poles the maintenance department recently placed along South Mill Street in the Park. Council decided not to move the poles.

Roy Lefever reported damage; as circular burn marks, on North Broad Street over the Memorial Day weekend.

Tom Keefer asked who is responsible for cleaning the dirt from the boat launch. Discussion followed.

Council discussed repairs that are needed on the bobcat.

Melissa Reynolds requested council's assistance on placing open positions on the Facebook page. Discussion followed.

Council recessed into executive session @ 8:55 p.m. in regards to employee time cards.

Council re-entered into regular session @ 9:00 p.m.

A decision was made by council not to change to the new system presented for recording time on employee time cards, and remain recording as in the past.

Meeting was adjourned at 9:10 p.m.

Respectfully submitted,

Joan Keefer