

May 2, 2017

The regular meeting of Jonestown Borough Council was held on the above date at 7:00 p.m. with Vice President Robin Wolferd presiding. The following members were in attendance: Todd Anderbery, Joel Lehman (Arrived @ 7:10 p.m.)(Dismissed @ 8:12 p.m.), Tom Keefer, Jesse Markle, and Roy Lefever. Also attending were Mayor Vince Sellers (arrived @ 7:09 p.m.), Attorney Colleen Gallo, Engineering Representative; Erik Harmon, Maintenance Lead; Richie Deibert. (Dismissed @ 8:45 p.m.), and Joan Keefer; Secretary/Treasurer. Excused Absences: President Dawn Sellers & Junior Council Member, Nicholas Markle

A motion was made by Roy Lefever, seconded by Jesse Markle, to approve the Council Meeting Minutes from April 4, 2017. Motion carried.

A motion was made by Roy Lefever, seconded by Tom Keefer, to approve the Treasurer's Report for the month ending April 30, 2017. Motion carried.

SPECIAL GUESTS – Mr. Alfred Fortna requested support from council to pursue a permit for building a parking lot at the corner of W. Market & N. Broad St. Mr. Fortna read requested specifications for the parking lot, and two previous letters (copies attached to minutes) he received from council, in support of a parking lot. Mr. Fortna brought past plans along for a parking lot; but recommended updating the plans. Council reviewed the plans. Discussion followed. Erik Harmon reminded council they do not have authority to approve the plans; it must come from Lebanon County Planning Department. Roy Lefever suggested council move forward with a resolution for approval from Lebanon County Planning for the parking lot project.

A motion was made by Joel Lehman, to fund any change of parking lot plans, if it is approved by Light-Heigel & Associates, Inc. Motion withdrawn due to conflict of interest.

Colleen suggested council offer to reimburse Mr. Fortna for some costs for new plans. Colleen recommended Mayor Sellers, council members, Mr. Fortna & Matthew & Hockley Associates, Ltd meet with Lebanon County Planning and review/discuss the plans before spending more funds for new plans.

A motion was made by Joel Lehman, seconded by Tom Keefer, to approve Jonestown Borough paying for Matthew & Hockley Associates, Ltd to attend the meeting with Lebanon County Planning, Mr. Fortna, Mayor Sellers & Tom Keefer. Motion carried.

PUBLIC COMMENT – No Report

JUNIOR COUNCIL – No Report

BOROUGH ENGINEERING REPRESENTATIVE – Erik Harmon (report attached to minutes)

CDBG Grant – J-1 Baseball - Dugouts – Woodland Contractors completed the construction a few weeks ago and the project is ready for final inspection. The final application for payment has been submitted to the Redevelopment Authority. Discussion continued in regards to seeding being stepped on during opening day of baseball. Woodland Contractors will be contacted to come back to re-seed.

Low Volume Road Maintenance Program – West Chestnut Street Storm Sewer & Paving – The bonds and insurance certificates were received and reviewed by Colleen Gallo. The agreement has been provided to Borough for execution and will be signed. Once the agreement is received back from the contractor, a pre-construction meeting will be scheduled.

West Chestnut Street – Inlet & Pipe Correction – Arthur 'Pat' Aungst, Inc. completed correction work this past week. Light-Heigel & Associates, Inc. was on-site for the following inspections:

- Survey check of the new junction box
- Pre-pour inspection of curb forms
- Pavement subbase inspection
- Pavement inspection

Erik reported they did not survey the elevation of the upstream inlet. The benefit of surveying is, if a problem shows up, it can be resolved before A.H. Moyer comes to set up on site to begin the project.

A motion was made by Roy Lefever, seconded by Tom Keefer, to approve Light-Heigel & Associates, Inc. complete the surveying, paid from the Storm Water Fund; not to exceed \$350.00. Motion carried.

Discussion continued.

2017 Paving Projects – The Notice of Intent to Award for the paving projects will be issued this week.

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DCNR Grant Application for Paving Park Trails – Light-Heigel & Associates, Inc. assisted Suzanne Dubeck and the Borough with the DCNR grant application.

Storm Water Management Fee Ordinance & Credit Manual – Erik reminded Council the ‘draft’ revised Storm Water Management Fee Ordinance & Credit Manual was delivered to council at the January 2016 meeting, and emailed again on July 20, 2016. Light-Heigel & Associates, Inc. will revise the ordinance when comments are received from council. Erik reported a resident, from 126 W. Chestnut St., has an underground stormwater system and contacted Joan Keefer requesting council consider waiving the storm water fee. Erik reported there is nothing in the current adopted ordinance and credit manual that gives any credit to homeowners that have these systems. Joel Lehman opened discussion in regards to eliminating/abolishing the storm water fee. Discussion followed. Erik reported the borough will need to apply for the MS-4 waiver again in 2018. Council decided not to make a decision at this time.

MAINTENANCE – *Richie Deibert* – Richie requested approval to fix the skid loader at a cost of \$733.00.

A motion was made by Roy Lefever, seconded by Joel Lehman, to approve repairing the skid loader, at a cost of \$733.00. Motion carried.

MAYOR – Mayor Sellers shared pictures of a sign (Brown Signs) from the Parks, Recreation & Events Committee recommending purchase for the Edward Spittle Baseball Field (picture attached to minutes). The cost of the sign is \$950; installed by Brown Signs.

A motion was made by Joel Lehman, seconded by Roy Lefever, to approve purchasing the Edward Spittle Baseball Field sign (installed), at a cost of \$950.00, paid from the Park Fund. Motion carried.

Richie Deibert requested council give final approval for maintenance to make 2 borough information signs.

A motion was made by Joel Lehman, seconded by Roy Lefever, to give final approval for maintenance to make 2 borough information signs. Motion carried.

Tom Keefer will meet with Richie to decide on the location of the two signs.

Mayor Sellers reported Ingram Micro is repairing the dump truck. The charges will be \$600.00 for the parts; but the diesel mechanic labor is for free.

Mayor Sellers reported three groups attended the ‘Day of Caring’ event; a church, MSC and Ingram Micro. The playground was mulched and all the pavilion picnic tables were stained within three hours. Council decided to send thank-you letters to the volunteers. Mayor Sellers will send the churches information to Joan. Also, Mayor Sellers requested sending a thank-you to Suzanne Dubeck for her work in preparing a borough grant. Council decided to send a thank-you to Mike Rhen for recently helping the maintenance department. Discussion followed.

A motion was made by Joel Lehman, seconded by Tom Keefer, to approve purchasing gift cards for Suzanne Dubeck & Mike Rhen, for their volunteer work in the Borough, at a cost of \$100.00 each; paid from the General Fund. Motion carried.

Tom Keefer will purchase the gift certificates and receive reimbursement from the borough.

Council decided to send thank-you letters to Walters Services, Dieffenbach’s, Sattizahns Refuse Service & BG’s Market for donating towards the Carnival & Doggie Easter Hunt.

Discussion was opened in regards to sending requests to neighboring municipalities for a donation towards the 2017 fireworks. Mayor Sellers contacted Renee Lehman from Union Township and got information on their recreation funds, and having the possibility of an inter-municipal agreement with Union Township to receive recreational funding (\$5,000 towards fireworks). Colleen stated this needs to be advertised as an ordinance.

A motion was made by Roy Lefever, seconded by Joel Lehman, to move forward with an inter-municipal agreement for funding from Union Township’s Recreational Funds. Motion carried.

Mayor Sellers requested approval for the contract amount, of the 2017 fireworks, from \$8,500 to \$10,000.

A motion was made by Roy Lefever, seconded by Todd Anderbery, to increase the contract amount, for the 2017 fireworks, from \$8,500 to \$10,000. A roll call vote was taken, results follow:

Joel Lehman; voted no

Todd Anderbery; voted yes

Tom Keefer; voted no

Roy Lefever; voted yes

Robin Wolferd; voted no

Jesse Markle; voted yes

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Voting resulted in a tie. Mayor Sellers made the final decision to move forward with the increase in the contract amount, for the fireworks, from \$8,500 to \$10,000. Motion carried.

SOLICITOR – *Colleen Gallo; Reilly, Wolfson, Sheffey, Schrum & Lundberg* – Colleen requested input from the ordinance committee in regards to the Streets and Sidewalks Ordinance to be advertised. Council reviewed the ordinance at the Planning Workshop Committee meeting and had questions for Colleen. Discussion.

Council asked Erik Harmon a question in regards to sidewalk inspections; how sidewalk inspections are performed. Erik explained how the inspections are performed; as in the past. Discussion continued in regards to residents being required to get a permit and possible permit fees for sidewalk repairs. At this time, no permits are required. If council decides to require permits, it will be included in the updated ordinance. Discussion followed.

A motion was made by Jesse Markle, seconded by Roy Lefever, to approve Erik Harmon help Richie Deibert & Roy Lefever do sidewalk inspections on a scheduled day, and to have Erik Harmon leave after 8 hours or at their digression. Motion carried.

Council decided to have the next Planning Workshop Committee meeting used on the solicitation and streets & sidewalks ordinances only. Colleen Gallo will send a sample solicitation ordinance for council to review.

Mayor Sellers reported the Jonestown Lion's Club obtained a small games of chance license. The Jonestown Lion's Club agreed to obtain a small games of license if the Borough agrees to pay the \$125 annual fee, and give 10% of the proceeds to the Lion's Club.

A motion was made by Tom Keefer, seconded by Roy Lefever, to agree paying the annual fee of \$125 for the Lion's Club small games of chance license; and pay the Lion's Club 10% of the borough's proceeds/profits. Motion carried.

SECRETARY – *Joan Keefer* – A resident requested the possibility of placing a 'street sign', for an autistic child, to help warn vehicles to slow traffic near their property. Council agreed to have them contact Richie Deibert for information to bring to council's next meeting.

Erik Harmon gave council information in regards to zoning near the square on Market St., to consider, as they make changes to ordinances at Planning Workshop Committee meetings. Many of the current regulations are very restricting, and making regulation changes may make Market St. more conducive to businesses. Richie reported Lebanon County Planning gave this recommendation. Colleen Gallo reported this has not been completed since 2008.

Joan Keefer reported Lebanon County Planning contacted her today to schedule a hearing on June 1, 2017 @ 7:00 p.m. for two variance requests. Harry Fenton, Jonestown Borough's hearing board solicitor was contacted by Lebanon County Planning; but didn't think he was the borough solicitor for hearings. Colleen Gallo suggested council review this, and decide by the end of this year who to appoint in 2018. Joan will report back to Lebanon County Planning for them to ask if he will attend the hearing, until a further decision is made.

Joan gave council the sample letter they requested at the last meeting for requesting additional funds from Lebanon County Commissioners in assistance of liquid fuels projects. Mayor Sellers offered to take a look at the letter to move forward.

Joan requested the policy for using keys from the office lockbox. Council decided to hang a sign-out sheet by the lock box for anyone who uses keys. Tom Keefer requested council members be given keys and codes for the borough building. Colleen agreed all council members shall have keys. Joan was asked to let Richie know to have keys made and set up codes for council members.

Mayor Sellers gave council an update on testing of chemicals that drained down Blackberry Alley into the rain garden, after the fire. These chemicals will alleviate themselves.

Joan requested council approve having a Memorial Day parade on Monday, May 29, 2017.

A motion was made by Roy Lefever, seconded by Todd Anderbery, to approve a Memorial Day parade on Monday, May 29, 2017 beginning @ 8:30 a.m. Motion carried.

Joan requested council give formal approval for \$100 to advertise on Facebook for the Jonestown Carnival; paid from the Park Fund.

A motion was made by Roy Lefever, seconded by Todd Anderbery, to approve spending \$100 to advertise on Facebook for the Jonestown Carnival; paid from the Park Fund. Tom Keefer voted no. Motion carried.

Joan requested formal approval for the Jonestown Elementary PTO to hold a picnic for the 5th grade, including a bounce house, as in prior years.

A motion was made by Todd Anderbery, seconded by Roy Lefever to approve allowing the Jonestown Elementary PTO hold the 5th grade picnic on Monday, June 5, 2017, including a bounce house, as in prior years. Motion carried.

Joan reported the road closure permit was received from Penn DOT for the Block Party.

MS4 – No further report

INFRASTRUCTURE IMPROVEMENTS – *Dawn Sellers, Joel Lehman* – No report

LOCAL BUSINESS – *Dawn Sellers, Roy Lefever* – Roy reported a house going up for sale in the first block of W. Market St. which is zoned for business.

GRANTS – *Mayor Sellers* – No further report

PARK FACILITIES, GRANTS, RECREATION & EVENTS – *Mayor Sellers, Tom Keefer* – Tom Keefer reported the committee has a new chairperson; Tammy Copenhaver. Approval was requested for the Jonestown proposed events changes from the Jonestown Borough Parks, Recreation & Events Committee.

A motion was made by Jesse Markle, seconded by Tom Keefer to approve the changes on the proposed list of events from the Jonestown Borough Parks, Recreation & Events Committee (attached to the minutes). Motion carried.

PERSONNEL – *Dawn Sellers & Robin Wolferd* – The committee will schedule a meeting.

COST REDUCTION AND FINANCES – *Joel Lehman, Todd Anderbery* – No report

CODES & CODE ENFORCEMENT – *Mayor Sellers & Roy Lefever* – No report

ORDINANCE COMMITTEE – *Mayor Sellers, Robin Wolferd, Dawn Sellers* – No report

NEW BUSINESS – Erik asked council what inspections they want completed on the W. Chestnut St. 'new phase'. Discussion followed. Erik will give council an estimate of costs involved, to ratify at the next council meeting.

OLD BUSINESS – Roy Lefever reported the Lion's Club will get back to council in regards to storing their files. Council decided to take this and a few other finalized issues off the list of old business.

In regards to the crosswalk on S. Mill St. a meeting was held, and LTAP did a traffic study. Further updates will continue at future meetings.

Joel Lehman was not present to give an update on the sub-division at Tony's on Market Street.

In regards to the salt shed repairs, Tom Keefer offered to meet with Richie and bring information back to council's next meeting.

Council awaits hearing from Met-Ed in regards to the LED street lighting.

Colleen Gallo reported she will not attend the June 6, 2017 council meeting. Attorney Race will fill in for her.

Upon motion and second, Council adjourned at 9:10 p.m.

Respectfully submitted,
Joan Keefer,
Secretary/Treasurer