

May 4, 2021

A WebEx meeting of Jonestown Borough Council was held on the above date, beginning at 7:00 p.m., with President Robin Wolferd presiding. Council members attending: Rick Kline, Tyler Longenecker, Don Raiger, Tom Keefer and Jeff Schott. Also attending: Attorney Colleen Gallo, Engineering Representative; Erik Harmon, Assistant Secretary/Treasurer; Kim Longenecker & Secretary/Treasurer; Joan Keefer.

APPROVAL - MINUTES/TREASURER'S REPORT -

A motion was made by Tom Keefer, seconded by Don Raiger, to approve the April 6, 2021 Council Meeting Minutes. Motion carried.

A motion was made by Tom Keefer, seconded by Rick Kline, to approve earmarking a total amount of \$25,000 for the Fisher St. Road Paving project, in the Capital Improvements Fund. Motion carried.

A motion was made by Tom Keefer, seconded by Jeff Schott, to approve the Treasurers Report, month ending April 30, 2021. Motion carried.

MAINTENANCE – Rick Kline, Supervisor – (budget report attached to minutes) Rick Kline reported the following: Monthly expenses for March - \$ 128.64.

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

Maintenance Garage - LHAI conducted final inspection, Friday, April 9, at 1:00 pm. A small punch list was given to Contractor. Commonwealth Codes performed final inspection for the building permit, 4/8/2021. The Certificate of Occupancy was given to the Borough. The man door & frame needs re-painted. The painter was on-site today. Roof gutters & downspouts were installed 4/23/21. Gutters on the rear of the building were not installed, and will require further discussion with the contractor. Erik Harmon will work that out with Rick Kline, Tom Keefer & the Contractor.

Spring Court DGLVR Project – Discussion - later on the agenda. LHAI has been discussing this project with the Borough & Lebanon County Conservation District during this past month.

West Blackberry Street CDBG Project - LHAI received comments from PennDOT regarding the Highway Occupancy Permit (HOP) application for reconstruction of curb ramps along S. Lancaster St., anticipating the permit will be issued within the next 2 weeks. Construction plans & bid documents were provided to Dan Lyons, Redevelopment Authority. This project will go out to bid very soon.

South Fisher Street Paving Project - Plans & bid documents were prepared for the S. Fisher St. paving project, & sent out to 2 contractors today. The bid opening is 5/27/2021 at approximately 9:15 am.

Park Trails (Paving) - LHAI provided an updated construction cost opinion & met with Woodland Contractors to discuss a potential project to pave remaining gravel trails in Jonestown Park.

Highland Drive Pavement Restoration - The pavement restoration has been finalized. Erik Harmon stopped to look at the project, stating they did a good job. Erik Harmon asked Colleen Gallo if the borough was to release bond. **A motion was made by Tom Keefer, seconded by Rick Kline, to approve releasing the bond for Highland Drive Pavement Restoration. Motion carried.**

MAYOR – Joe Quairolì – Robin Wolferd gave an update on two sign permits. Mayor Quairolì signed off on both permits; one for the Coffee Shop; the other for the Ice Cream Shop; suggesting a 3rd party perform an inspection on the Coffee Shop sign, requested by Lebanon County.

SOLICITOR – Colleen Gallo; Reilly, Wolfson Attorneys at Law – Colleen Gallo asked the status to appoint a new council member. Discussion followed. Council has until next council meeting to appoint a council member. If not, this will go to the Vacancy Board. Jeff Schott suggested inviting leads to the next Planning Workshop meeting.

SECRETARY – Joan Keefer – Joan Keefer stated the insurance renewal meeting, with H.A. Thomson, is scheduled for May 5, 2021 @ 9:00 a.m. Rick Kline is attending.

Council held discussion on approving the updated 2020-2021 Humane Society Stray Housing Agreement at a cost of \$50.00. **A motion was made by Don Raiger, to approve the Humane Society 2020-2021 agreement. Motion not carried.** Kim Longenecker explained the agreement process. Council tabled this until Planning Workshop meeting.

MS4 – No Report.

INFRASTRUCTURE IMPROVEMENTS – *Tom Keefer, Mayor Quairolì & Rick Kline* – Erik Harmon updated council in regard to the Spring Court Project. The Lebanon County Conservation District (LCCD) contacted Erik Harmon in regard to terminating the project. Mr. Kerchner contacted a property owner on Spring Court and they mentioned having issues with the project, apparently threatening litigation. The Conservation District then decided not to be involved in the project. The initial agreement, signed before construction, states the other party has the ability to terminate the project, & the Conservation District requested the borough terminate the project. After consulting with Colleen Gallo, council decided not to terminate the agreement. Discussion followed. The funds received (\$40,000) from the Lebanon County Conservation District will be refunded. Council discussed possibly applying with LCCD to fund a project on W. Chestnut St. Erik Harmon said if the borough has another low volume road, that fits the criteria, Lebanon County Conservation District may be interested in another application. Rick Kline asked what liability the borough has moving forward, and Colleen Gallo stated she recommends the Conservation District terminate the project. The property owner did not agree with the engineer's plans & LCCD funding was lost. Colleen Gallo will send a letter to all the property owners to explain the Conservation District is not moving forward with project funding, due to potential litigation. Council decided to wait until receiving a verification letter from LCCD to have Colleen Gallo move forward to send letters to property owners. Discussion continued in regard to taking care of the drainage issue on Spring Court. Erik Harmon will forward any information received in the future from LCCD to Colleen Gallo for sending letters to the property owners.

A motion was made by Rick Kline, seconded by Don Raiger, to approve moving forward with the partial drain project on Spring Court (approx. cost = \$10,000). Motion carried.

A motion was made by Rick Kline, seconded by Jeff Schott, to approve pursuing a new drain project (grant options); from N Water St. to N. Fisher St., & see if it's eligible for funding, contingent upon Lebanon County Conservation District terminating the Spring Court Project. Motion carried. Erik Harmon will work on a scope & cost estimate.

Erik Harmon reported Dan Lyons (Lebanon County Redevelopment Authority) has information needed from Light-Heigel, & the W. Blackberry Street Project should go to bid within the next week. Erik Harmon include an FYI in bid packets that went out today; notification to the contractors that there is an upcoming project that will be let by Lebanon County Conservation District. Erik Harmon asked if the borough was using Liquid Fuels funding for either West Blackberry St. or South Fisher St. If so, a project needs set up. Council will not be using Liquid Fuels funds for either project. Discussion followed. Erik Harmon will contact Northern Lebanon County Authority to tell them the Spring Court Project is being terminated, as NLCA was going to replace two manhole covers during this project.

GRANTS – *Tyler Longenecker & Jeff Schott* - Update on the Municipal Assistance Grant – not awarded to date.

Update on the Hotel Tax Grant (using for Park trails) – waiting on a response from the County. Discussion followed. Paperwork needs resent to the County. Tyler Longenecker said they will send another application.

The Martin Alley CDBG Income Survey Grant (Lebanon County Redevelopment Authority) is on schedule. An application will be sent to Dan Lyons, Redevelopment Authority.

PARK & RECREATION – *Tyler Longenecker - Council Representative* – Tyler Longenecker reported applying for the Playground Expansion Grant. An extension was granted from Union Township in regard to funding. Tyler Longenecker will keep in contact with Lori Yeich.

PERSONNEL – *Robin Wolferd, Rick Kline, Don Raiger & Mayor Quairolì* – No report.

COST REDUCTION AND FINANCES – *Don Raiger, Rick Kline & Tom Keefer* – No report.

CODES & CODE ENFORCEMENT – *Mayor Quairolì & Tom Keefer* – Robin Wolferd attended the zoning hearing, reporting 157 E. Market St. was granted a business variance. Colleen Gallo asked if code violation fees were paid for 157 E. Market St., for compliance. Kim Longenecker reported all fees have been paid. Discussion followed.

ORDINANCE COMMITTEE – *Jeff Schott, Mayor Quairolì, & Robin Wolferd* – No report.

NEW BUSINESS – A request for approval was recently received from Jonestown UMC, to schedule an outside program June 28 – 30, 2021 (rain date; July 1st) from 6:00 p.m. to 7:30 p.m., to close N. Broad St. from Martin St. to Market St. from

5:45 p.m. to 7:45 p.m., and use the grass lot for games (49 W. Mrkt.). **A motion was made by Rick Kline, seconded by Tyler Longenecker, to approve Jonestown United Methodist Church to schedule an outside program June 28 – 30, 2021 (rain date; July 1st) from 6:00 p.m. to 7:30 p.m., to close N. Broad St. from Martin St. to Market St. from 5:45 p.m. to 7:45 p.m., & use the grass lot for games (49 W. Mrkt.). Motion carried.**

Tyler Longenecker will contact Dieffenbach's Chip in regard to placing a sign at the Spittle Field.

Mental Health Awareness Month is in May. A request for approval was recently received from Melanie Wells, Community Wellness Coordinator (WellSpan) to post 6 temporary signs throughout the park, for no more than 2 weeks, during the month of May. **A motion was made by Rick Kline, seconded by Don Raiger, to approve a request received from Melanie Wells, Community Wellness Coordinator (WellSpan) to post 6 temporary signs throughout the park for no more than 2 weeks during the month of May. Motion carried.**

OLD BUSINESS – No update on NLHS; Jonestown Elementary land acquisition. Discussion followed. Colleen Gallo will have title searchers search the school & ballfields titles & report back to council at the June 1st meeting.

Upon motion and second, Council adjourned at 8:02 p.m.

Respectfully submitted,

Joan Keefer, Secretary/Treasurer