

November 25, 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, David Charest, Robin Wolferd, Mayor Quairol, Jeff Schott & Kathy Price.

Meeting Minute Approval – A motion was made by Tom Keefer, seconded by David Charest, to approve the Planning Workshop Committee Meeting minutes from October 28, 2019. Motion carried.

New Business – Tom Keefer reported a resident contacted him and offered to empty trash containers; if the Borough places them at 49 W. Market St. Discussion followed. Tom Keefer will contact the resident. Council decided to wait until spring of 2020 to look into placing trash containers at 49 W. Market St.

Discussion was opened in regard to the payment for additional costs for paint and supplies for the tennis courts paid out of the Union Township Recreational Fund. Joan Keefer will research the items and costs. This will be placed on the December 3, 2019 Council meeting agenda.

Council decided to pay for the PA UC election for relief from charges & Notice of Solvency Fee for the calendar year 2020. The cost is \$201.97. A motion was made by Don Raiger, seconded by Kathy Price, to approve paying the PA UC election for relief from charges & Notice of Solvency fee for the year 2020 at a cost of \$201.97. Motion carried.

Council decided to update and submit the paperwork for the Federal Surplus Property Program.

Council reviewed the terms expiring in 2019 from the borough committees. Newly elected and re-elected council members must submit an affidavit of residency before they are sworn in on January 6, 2019. The Borough appointed auditors meeting will be advertised for Tuesday, January 7, 2020 beginning at 6:00 p.m.

Tom Keefer reported, after contacting Colleen Gallo, about the offer of \$2,000.00 from PennDOT, to purchase & summary of just compensation, for the property located near the bridge on S. Lancaster St. Colleen Gallo recommended council take the amount offered, because if the property is not sold, PA DOT would possibly be permitted to take over the property anyway. There is also an easement necessary for allowing equipment to be stored on the borough property bordering the land they would like to purchase. The easement would allow storage of the equipment, as long as the land was left in the same condition as when they started using it for storage. Colleen Gallo will update council further at the council meeting on December 3, 2019.

Council decided to take part in the Greater Lebanon Refuse Authority's Christmas tree recycling program in 2019/2020. A motion was made by Rick Kline, seconded by Don Raiger, to approve participating in the Greater Lebanon Refuse Authority's Christmas tree recycling program in 2019/2020. Motion carried.

Discussion opened in regard to the rain date for the Tree Lighting Event. An event is scheduled at the United Methodist Church on the tree lighting rain date; December 1, 2019. If the tree lighting event is changed to the rain date of December 1, 2019, council decided the committee not use the United Methodist parking lot.

Discussion opened in regard to Jonestown Bank & Trust's 'account type' change authorization for the General Fund, Park & Rec Fund & Highway Fund. Council decided not to sign the authorization paperwork. The fund statements will be printed by the secretaries each month for the General Fund, Park & Rec Fund & Highway Fund.

After a USDA (U.S. Department of Agriculture) review, Joan Keefer presented information & opportunity information left for council to review. Don Raiger took the paperwork, and will look into the information.

Rick Kline reported to council that the pick-up truck plow is not safe. Discussion opened in regard to council considering leasing trucks. Rick Kline explained the leasing program to council. Fixing the plow, at this time, will cost approximately \$4,000.00. A motion was made by David Charest, seconded by Don Raiger, to approve allowing Rick Kline to pursue and further research options for leasing trucks. Motion carried. Discussion followed.

Mr. Ollar contacted Tom Keefer with a request to use the Spittle Field in Jonestown Park. A motion was made by David Charest, seconded by Kathy Price, to approve Jonestown Junior Legion Baseball to host the eastern regionals from July 17, 2020 – July 20, 2020 at the Spittle Field in Jonestown Park. Motion carried. Tom Keefer recommended keeping a calendar for 2020 listings of the events held at the Spittle Field. Prior to baseball season, anyone using the Spittle Field will be requested to hand in a schedule.

The TCC (Tax Collection Committee) Board member, Jeff Werner resigned. Council held discussion in regard to finding a replacement member. Don Raiger will contact Jennifer Harding at Swatara Township for more details, and send council information.

A request was made for anyone interested in receiving Borough News Subscriptions & updating members for 2020. Council members requesting subscriptions: Kathy Price, Don Raiger, Tom Keefer, Rick Kline, Jeff Schott & Robin Wolferd.

Discussion was held in regard to the possibility of continuing the North Lebanon Township Police contract. Council decided to move forward to terminate North Lebanon Township Police Department services. Mayor Quairoli will contact Colleen Gallo to have her compile an Intermunicipal Agreement with Cleona Borough Police Department for their services.

Discussion opened in regard to ratifying the change order for unsuitable soils (too soft) for a portion of East Chestnut Street, between N. Lancaster St. & King St. The actual cost of the soft spot repair was \$10,800.00. Tom Keefer stated council approved this through email; but it needs ratified. The amount of costs approved was not to exceed \$15,300.00. Needing approval is the contract costs which exceeded the original contract cost by \$5,968.20 (additional funds). Discussion followed. **A motion was made by Don Raiger, seconded by David Charest, to approve paying the amount not to exceed \$18,000.00 for the repairs made to East Chestnut St., which includes the additional contract cost (\$5,968.20); paid from the General Fund. Motion carried.**

Discussion opened in regard to the open seat on Council. Robin Wolferd requested council report back if they know anyone who may be interested.

Robin Wolferd opened discussion in regard an employee luncheon. Council decided on 12/11/19 at 11:30 a.m.

Mayor Quairoli reported 3 interviews are scheduled December 2, 2019 for Crossing Guard substitutes. He will bring recommendations to council for taking action at Council meeting December 3, 2019.

Mayor Quairoli emailed the lock box & fire alarm ordinances to council for review. Mayor Quairoli would like to pursue the fire alarm ordinance, and have council adopt it December 3, 2019 at council meeting. Discussion followed. Council decided to continue reviewing the lock box ordinance.

Robin Wolferd requested handicap parking and solicitation ordinances be presented to council for review/adoption, in addition to the lock box ordinance.

Joan Keefer presented council with information received in the mail about C-PACE. Don Raiger will review.

Joan Keefer reported a Twin Creeks resident asking permission to bow hunt in the wooded area behind Twin Creeks. Council decided not to allow hunting in the borough. Robin Wolferd will refer to Colleen Gallo for recommendation.

Tom Keefer requested council permit Erik Harmon to participate in pursuing the DCNR Grant for new playground equipment. **A motion was made by Rick Kline, seconded by Don Raiger, to approve Erik Harmon in participating in the DCNR grant process for new playground equipment. Motion carried.**

Old Business – Tom Keefer requested council's permission to pay \$160.00 towards the purchase of another bench at 49 W. Market St. Light-Heigel & Associates, Inc. is donating \$500 for the bench; but shipping costs \$160.00 additional. **A motion was made by Rick Kline, seconded by David Charest, to approve paying the additional costs to purchase a bench for 49 W. Market St.; a cost not to exceed \$200.00, paid out of the Park & Recreation Fund. Motion carried.**

Tom Keefer reported Jonestown Borough's expense for the park trails as approximately \$27,000.00. Tom Keefer requested council review the financials to decide what fund expenses are to be paid.

Tom Keefer stated the final reading of the budget is to be approved at December 3, 2019 meeting, requesting council discuss/review changes Mayor Quairoli presented at the last meeting. Council & Mayor Quairoli reviewed/amended the 2020 budget. The final reading of the 2020 budget will be presented to council December 3, 2019 (Council meeting), for approval. **A motion was made by Don Raiger, seconded by Jeff Schott, to approve transferring the equivalent of the 2019 tax increase; \$28,000.00, from the General Fund to the Infrastructure Fund, as in 2019. Motion carried.** Discussion followed.

Rick Kline sent an email to council to approve repairs to the red dump truck; radiator & exhaust, requesting council ratify the approval. **A motion was made by Rick Kline, seconded by David Charest, to ratify Council's approval to repair the red dump truck, radiator & exhaust; at a cost not to exceed \$800.00. Motion carried.**

Upon motion and second, Council adjourned at 9:44 p.m.

Respectfully submitted,
Joan Keefer, Secretary/Treasurer