

November 26, 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, Don Raiger, Tom Keefer, David Charest, Robin Wolferd, Mayor Quairola & Jeffrey Schott.*

Approval of Meeting Minutes – A motion was made by Rick Kline, seconded by David Charest, to approve the Planning Workshop Committee Meeting minutes from October 22, 2018. Motion carried.

Approval of Vacancy Board Meeting Minutes – A motion was made by David Charest, seconded by Don Raiger, to approve the Vacancy Board Meeting minutes from November 6, 2018. Motion carried.

Special Guests – First Nation Bank representative, Shelley Lentz, was scheduled to give council a presentation. Robin Wolferd told council this presentation will be re-scheduled.

Christmas Lights and Christmas tree – Tom Keefer reported two lights on Market Street not working; time; sensors broken. He will contact Met-Ed to make repairs.

New Business – A request was made to accept Melissa Reynold's resignation as a Council Member. **A motion was made by Tom Keefer, seconded by Rick Kline, to accept Melissa Reynold's resignation as a Council Member. Motion carried.**

A request was made for Council to appoint a signatory to the JBT bank accounts, to replace Melissa Reynolds. **A motion was made by Don Raiger, seconded by Rick Kline, to appoint Jeffrey Schott as signatory to the Jonestown Bank and Trust bank accounts. Motion carried.**

Council held discussion in regard to paying a Solvency Fee. **A motion was made by Tom Keefer, seconded by David Charest, to approve paying the Solvency Fee by the due date of December 5, 2108 to PA UC Fund. Motion carried.**

Robin Wolferd updated council on the Municipalities meeting highlights for the First Aid & Safety Patrol funding. This item will be placed on the December 4, 2018 council meeting agenda.

Council held discussion and approved holiday bonuses for the borough employees as follows: Maintenance Worker, \$150, Secretary, \$150, Assistant Secretary, \$75.00, newly hired Maintenance Worker, \$75.00, Crossing Guards, \$50/ea. & Substitute Crossing Guards, \$25/ea. **A motion was made by Jeffrey Schott, seconded by David Charest, to approve bonuses for the employees as follows: Maintenance Worker, \$150, Secretary, \$150, Assistant Secretary, \$75.00, newly hired Maintenance Worker, \$75.00, Crossing Guards, \$50/ea. & Substitute Crossing Guards, \$25/ea. Motion carried.** Tom Keefer abstained from voting (form attached to minutes).

Council held discussion in regard to Operating Reserve Fund on the 2019 budget. Council discussed earmarking the remaining General Fund funds for Infrastructure Projects and maintenance department's budgeted items. Establishing a fund (Infrastructure/Improvements Fund) will be placed on the January Council meeting agenda. Council discussed using the remaining monies in the Stormwater Fund to pay towards the road project on North Broad St.

Discussion was opened in regard to adopting Resolution # 2018-8 for the Lebanon County 2018 Hazard Mitigation Plan. **A motion was made by Rick Kline, seconded by David Charest, to approve Resolution # 2018-8; adopting the Lebanon County 2018 Hazard Mitigation Plan. Motion carried.**

Robin Wolferd requested council ratify their approval to advertise the special meeting on Infrastructure for November 19, 2018. **A motion was made by Rick Kline, seconded by Jeffrey Schott, to ratify their approval to advertise the special meeting on Infrastructure for November 19, 2018. Motion carried.**

Council opened discussion in regard to the 2019 Re-appointments for terms expiring December 2018. Robin suggested having Kim Longenecker contact the members who are up for re-appointment to see if they are interested.

Joan Keefer collected information as to which council members would like to receive subscriptions for the PA State Association of Boroughs magazine. **A motion was made by Tom Keefer, seconded by David Charest, to approve the magazine subscriptions for PA State Association of Boroughs; at a cost not to exceed \$100.00. Motion carried.**

Council held discussion and approved scheduling the date for the 2019 Block Party as Saturday, May 25, 2019. **A motion was made by Tom Keefer, seconded by Jeffrey Schott, to approve scheduling the date as Saturday, May 25, 2019 for the annual Block Party Event. Motion carried.**

Joan requested approval to contact Block Line Systems. The office phone is not working properly. Council agreed to contact Block Line Systems.

Mayor Quairoli opened discussion on the possibility of adding stortz connections to the water lines, when City of Lebanon Authority begins their project in 2019.

Old Business

Tom gave an update on the Fortna Parking Lot. Discussion followed on the possibility of planting a Christmas tree, on a section of the lot, to save volunteers from having to find/cut and place a tree every year.

Tom is waiting for a quote from Choice Communications to install wires for the cameras. He will bring this to the next council meeting.

There is no update at this time on the street lights & LED park lights.

Don Raiger gave an update on the "JonestownPA.gov" as a requested domain for the borough. The proper information was submitted, and Don is waiting to hear back from the federal government.

Discussion was opened in regard to the False Alarm & International Property Maintenance Code; Knox Box. Mayor Quairoli requested council move forward sooner than planned. Meeting schedules did not allow for that to happen.

Joan Keefer gave council the updated 2019 Meeting Dates and will place this for approval on the December 4, 2018 council meeting agenda.

Mayor Quairoli updated council in regard to the speed trailer signs. Mayor Quairoli spoke to a few municipalities about a trailer with a speed sign vs. placing the speed sign on a pole, allowing the option to move it to various locations. The cost to place the speed device is approximately \$4,000. Mayor Quairoli inquired how council would like to proceed to the next step. Discussion followed. Mayor Quairoli will contact a few more municipalities before a decision is made.

Robin Wolferd asked council to think about a possible candidate to appoint to the open position on council. Council would like to appoint a resident at the December 4, 2018 meeting.

Upon motion and second, Council adjourned at 8:54 p.m.

Respectfully submitted,

Joan Keefer