

November 28, 2022, Planning Workshop Committee Meeting Minutes

Call to Order - 6:30 p.m. Council approves advertising Planning Workshop Meetings to perform general business.

Roll Call – In attendance; *Rick Kline, Don Raiger, Tom Keefer, Mayor Joe Quairolì, Jeff Schott, Donette Quairolì & Joan Keefer; Secretary.*

Planning Workshop Committee Meeting Minute Approval – A motion made by Rick Kline, seconded by Don Raiger to approve October 24, 2022, Planning Workshop Committee Meeting Minutes. Motion carried.

SPECIAL GUESTS – Ron Birch, Treasurer & Carol Hickey, Vice President from the Lebanon Valley Conservancy (TLVC) gave a presentation on protecting open air spaces & land preservation. Projects presented include garden plantings, green restoration, scholarships, rain barrels, literature prepared for homeowners and land preservation on properties in Lebanon County. Discussion followed. Council agreed to place the link for TLVC website on the new Jonestown Borough Connects APP.

Committee Reports/Project Updates:

MAINTENANCE – Discussion for approval opened regarding the unhappy Christmas tree at 49 W. Market St. Tom Keefer contacted Bruce Yorty regarding the tree & found it is dying.

PERSONNEL– Discussion for approval opened regarding employee year-end bonuses. A motion made by Rick Kline, seconded by Donnette Quairolì to approve year-end bonuses given to employees as follows: Crossing Guards (4 @ \$75 ea.), Substitute Crossing Guards (1 @ \$50 ea.), Full-time employees (Craig Carl, Mark Grumbine & Joan Keefer; three @ \$200 ea.) and Part-time employees (Glenn Kneasel & Jodi Swisher; two @ \$125 ea.). Motion carried.

COST REDUCTION & FINANCES – Don Raiger applied for a borough credit card through Jonestown Bank & Trust.

CODES & CODE ENFORCEMENT – Mayor Quairolì reported three properties needing attention & is waiting for confirmation regarding a date for a quarterly code meeting. Council decided to have Colleen Gallo draft a letter to send in response to a letter received from a property owner located 119 W. Market St. as she sees fit, & in the best interest of the borough regarding granting a waiver for remaining code violation balance of \$261.00. Mayor Quairolì will contact Colleen Gallo tomorrow. A motion made by Donnette Quairolì, seconded by Jeff Schott to approve having Colleen Gallo reply to a letter received regarding code enforcement fees at 119 W. Market St. as in the best interest in the borough regarding granting a waiver for remaining code violation balance of \$261.00. Motion carried.

GRANTS – No report.

ORDINANCES – After codification, committee continues progress on the following: Dumpsters included in an ordinance, Rental Ordinance, Mailbox Standards Ordinance, Tree Trimming Ordinance (trimming trees & costs incurred) & Updating Ordinances (ongoing).

INFRASTRUCTURE IMPROVEMENTS – Updated spreadsheet (TASA grant) for engineering expenses from L-H & Assoc., Inc. distributed to council for review. The Multimodal Grant recently submitted.

November 28, 2022, Planning Workshop Committee Meeting Minutes

Regarding the State Rt 72 Bridge Closure, Mayor Quairoli awaits hearing from Senator Gebhard's office, who was contacting Wal-Mart Corporation regarding the closure.

No report on the W. Blackberry stormwater drainage problem.

PARKS, RECREATION & EVENTS – Rick Kline gave an update on the DCNR (Department of Conservation & Natural Resources) Playground Grant. Discussion followed. The committee hopes to order the playground equipment by the end of 2022 to conserve on expenses.

MISCELLANEOUS – No report.

NEW BUSINESS – Rick Kline gave a report on updating office telephones. Rick Kline reviewed information from Choice Communications & Eagle Secure Solutions. Rick Kline will send an email to council including all information regarding new phone system & discussion for approval placed on December 6, 2022, Council meeting agenda.

Discussion opened for decision to pay the Unemployment Compensation 2023 solvency fee of \$248.47. **A motion made by Donnette Quairoli, seconded by Jeff Schott to approve paying Unemployment Compensation 2023 solvency fee of \$248.47. Motion carried.**

Discussion opened to decide on taking part in the Lebanon Tire Collection program. Council agreed not to participate.

Discussion opened for decision to take part in tree recycling program through Greater Lebanon Refuse Authority. **A motion made by Rick Kline, seconded by Donnette Quairoli to approve utilizing tree recycling program through Greater Lebanon Refuse Authority. Motion carried.**

Discussion opened regarding Borough News Subscriptions & Member Update for 2023 form from Pennsylvania State Association of Boroughs (PSAB). Council agreed to subscribe on receiving a free issue from PSAB.

OLD BUSINESS – No report.

APPOINTMENTS/REAPPOINTMENTS EXPIRING – Council reviewed appointment terms expiring 2022 as follows: Rick Kline: Planning Commission term expires December 31, 2022 (3 yr. term). Rick agreed to continue serving on the Planning Commission. Dawn Raiger: Zoning Hearing Board term expires December 31, 2022 (3 yr. term). Don Raiger checking with Dawn Raiger. Dennis Houser: Vacancy Board Chairman term expires December 31, 2022 (1 yr. term). Dennis Houser agreed to continue serving as Vacancy Board Chairman. Jamie Carl: Borough Auditor Committee member term expires December 31, 2022 (2 yr. term). Jamie Carl agreed to continue serving on the Borough Auditor Committee.

Upon motion and second, Borough Council Planning Workshop meeting adjourned at 7:57 p.m.

Respectfully submitted,

Joan Keefer, Secretary/Treasurer