

November 2, 2021

A meeting of Jonestown Borough Council held on the above date, beginning at 7:00 p.m., with President Don Raiger presiding. Council members attending: Rick Kline, Nick Becker, Tom Keefer, Donnette Quairol, Jeff Schott and Justin Shuey. Also attending: Mayor Joe Quairol, Attorney Colleen Gallo, Engineering Representative; Erik Harmon and Secretary Treasurer; Joan Keefer.

APPROVAL - MINUTES/TREASURER'S REPORT

A motion made by Justin Shuey, seconded by Donnette Quairol, to approve the October 5, 2021, Council Meeting Minutes. Motion carried.

A motion made by Donnette Quairol, seconded by Justin Shuey, to approve the Treasurers Report, month ending October 31, 2021. Motion carried.

SPECIAL GUESTS - Kristi Hollinger, representative from Lebanon Area Evangelical Free Church opened discussion regarding a J-Rock event tentatively scheduled for 5/13/22 through 5/15/2022. **A motion made by Tom Keefer, seconded by Justin Shuey, to approve the Lebanon Area Evangelical Free Church J-Rock event tentatively scheduled for 5/13/2022 through 5/15/2022, providing use of the pavilion, concession stand, bandstand, & bathroom. Motion carried.**

Rob Taylor, Northern Lebanon Fire & Emergency Services Fire Commissioner, presented council with the NLFES long range budget, requesting approval the Northern Lebanon Fire and Emergency Services, Inc. enter into a Contract in an aggregate principal amount not to exceed \$1,481,882.00 to finance equipment or a project consisting of One (1) Seagrave 95' Aerialscope Fire Truck which will be located at the fire house of the Northern Lebanon Fire and Emergency Services, Inc. Colleen Gallo reviewed the agreement. ***A motion made by Justin Shuey, seconded by Nick Becker to amend the agenda to add approval of NLFES entering into a written contract in an aggregate principal amount not to exceed \$1,481,882.00 to finance equipment or a project consisting of One (1) Seagrave 95' Aerialscope Fire Truck which will be located at the fire house of the Northern Lebanon Fire and Emergency Services, Inc. Motion carried.**

A motion made by Rick Kline, seconded by Justin Shuey to approve NLFES enter into a written contract in an aggregate principal amount not to exceed \$1,481,882.00 to finance equipment or a project consisting of One (1) Seagrave 95' Aerialscope Fire Truck which will be located at the fire house of the Northern Lebanon Fire and Emergency Services, Inc. Motion carried.

Public Comment

Dolores Neyer, resident, addressed council with concerns of speeding in the borough. Another concern was traffic detour during the Rt. 72 N. bridge replacement. Mayor Quairol explained he is collaborating with Senator Gebhard to resolve issues regarding the detour. Mayor Quairol will check with Cleona Borough about borrowing their speed limit reduction sign. Discussion followed. Tom Keefer reported the infrastructure committee is looking into various projects to calm traffic.

Mike Moyer, resident, addressed council with concerns of people parking vehicles on his property. Discussion followed. Mike Moyer requested the borough consider building a channel on E. Blackberry, during the 2022 paving project, to keep the flow of rainwater from running onto his property.

MAINTENANCE – *Tom Keefer, Supervisor – (budget report attached to minutes)* Tom Keefer reported the following: Monthly expenses for October = \$ 55.69.

Tom Keefer cannot find a bucket truck available for hanging snowflake lights in the borough. Tom requested approval to rent a bucket truck, at a cost not to exceed \$500.00; paid from the General Fund. This request only if a truck is not available.

A motion made by Tom Keefer, seconded by Nick Becker, to approve renting a bucket truck, at a cost not to exceed \$500.00; paid from the General Fund, only if another truck is not available. Motion carried.

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

Maintenance Garage – Premier Spouting scheduled to install roof gutters on the rear of the building within the next week. Erik Harmon reported Premier Spouting recommended placing a six" gutter vs. a five" gutter. The added cost is \$100.00.

Erik Harmon instructed Woodland Contractors to submit the final application for payment & remaining certified payroll reports. The Borough will deduct a credit amount of \$350.00, from retainage amount.

South Fisher Street – The borough received the project close-out documents.

Park Trails (Paving) – The Contractor prepared the park trails for paving & began paving today; November 2, 2021. The project is about 90% complete.

Market Street Planning (TASA Application) – Erik Harmon & Rick Kline submitted the final funding application to PennDOT. The funding announcement may be in January of 2022.

West Blackberry Street CDBG – The Contractor completed the new curbs & is working on curb ramps/sidewalks. Paving completed, within the PennDOT right-of-way, on Thursday, October 28th. The excavation & paving scheduled for the remainder of the project is to occur tomorrow, Wednesday, November 3rd & Friday, November 5th.

West Blackberry Street CDBG – Erik Harmon is going to contact Dan Lyons for an update. Erik asked if the borough office receives paperwork, to let him know. Erik Harmon hopes to prepare & send the bid out by February of 2022.

MAYOR – *Joe Quairol*i – Mayor Quairol addressed an issue on cones set on the streets by borough residents. The borough does not permit residents to block streets. Discussion followed.

Mayor Quairol updated council on code issues. All code letters mailed. Colleen Gallo suggested sending a letter to David Warner; solicitor for the Lebanon County Tax Bureau regarding a property owing code violation money to the borough.

SOLICITOR – *Colleen Gallo; Reilly, Wolfson Attorneys at Law* – Colleen Gallo requested executive session, and to discuss litigation possibility, after council meeting. No formal action required.

SECRETARY – *Joan Keefer* – Joan Keefer requested approval to advertise the 2022 Meeting Dates. **A motion made by Donnette Quairol, seconded by Justin Shuey, to approve advertising the 2022 Meeting Dates. Motion carried.**

Request made by the Humane Society to approve the 2021 – 2022 Stray Housing Agreement. Discussion followed. Council declined approving the agreement.

Request made to approve/discuss the Election for Relief from Charges & Notice of Solvency Fee; Calendar year 2022 in the amount of \$246.97, paid to PA UC Fund, from the General Fund. **A motion made by Donnette Quairol, seconded by Justin Shuey, to approve paying the Election for Relief from Charges & Notice of Solvency Fee; Calendar year 2022 in the amount of \$246.97, paid to PA UC Fund, from the General Fund. Motion carried.**

Joan Keefer requested signing the Application for a 2022 License for the Greater Lebanon Refuse Authority @ no cost. **A motion made by Tom Keefer, seconded by Justin Shuey, to approve signing the Application for a 2022 License for the Greater Lebanon Refuse Authority @ no cost. Motion carried.**

Joan Keefer reported Choice Communications was here Friday, 10/29/21, and the phones are working properly.

ASSISTANT SECRETARY – No report.

MS4 – No Report.

INFRASTRUCTURE IMPROVEMENTS – *Tom Keefer, Mayor Quairol & Rick Kline* – Discussion opened regarding Greater Lebanon Refuse Authority information received from the Borough Representative, Paul Bird. No further discussion.

Tom Keefer gave an update on the CDBG Grant for Martin St. The final numbers needed, to apply for grant, are not high enough to submit the grant.

Tom Keefer requested approval to apply for the Marcelles Shale Grant & use the funding for flashing solar cross walk lighting. **A motion made by Justin Shuey, seconded by Rick Kline, to approve applying for the Marcelles Shale Grant, using funding for flashing solar cross walk lighting. Motion carried.**

GRANTS – *Jeff Schott, D. Querol & Justin Shuey* – No report.

PARK & RECREATION – *Nick Becker* – Discussion was open for approval to hold an event in the park, which includes alcohol. Nick Becker explained this event (2022 Octoberfest) is not a borough sponsored event. Colleen Gallo recommended the borough contact their insurance carrier for suggestions. Joan Keefer will call Pat Trevisan from H.A. Thomson, Inc.

PERSONNEL – *Rick Kline, Don Raiger & Mayor Quairol* – Rick Kline requested approval to start part-time secretary, Jodi Swisher, on November 8, 2021; contingent upon all clearances received. **A motion made by Donnette Quairol, seconded by Justin Shuey, to approve starting the part-time secretary, Jodi Swisher on November 8, 2021, contingent upon all clearances received. Motion carried.**

COST REDUCTION AND FINANCES – *Don Raiger, Tom Keefer, & D. Quairol* – A request made to approve the second reading of the 2022 Budget. **A motion made by Tom Keefer, seconded by Rick Kline, to approve the second reading of the 2022 Budget. Motion carried.**

A motion made by Donnette Quairol, seconded by Justin Shuey, to approve Colleen Gallo prepare a resolution establishing the millage rate as remaining the same in the year 2022, as in the year 2021. Motion carried.

A motion made by Donnette Quairol, seconded by Rick Kline, to approve Joan Keefer advertising, council acting upon the final reading of the 2022 Budget, 10 days prior to the council meeting on December 7, 2021. Motion carried. The second reading advertisement will be in the Lebanon Daily News ten days prior to the next council meeting on December 7, 2021.

CODES & CODE ENFORCEMENT – *Mayor Quairol, Justin Shuey & Tom Keefer* – No report.

ORDINANCE COMMITTEE – *Jeff Schott, Mayor Quairol & Nick Becker* – No report.

NEW BUSINESS – No report.

OLD BUSINESS – No report.

Upon motion and second, Borough Council meeting adjourned into executive session at 8:40 p.m.

Respectfully submitted,

Joan Keefer, Secretary/Treasurer