

November 3, 2020 Council Meeting

A WebEx meeting of Jonestown Borough Council was held on the above date, beginning at 7:00 p.m., with President Robin Wolford presiding. Council members attending: Rick Kline, Tyler Longenecker, Don Raiger, Tom Keefer, Jeff Schott and Kathy Price. Also attending: Mayor Joe Quairoli, 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 Kathy Price, seconded by Rick Kline, to approve the October 6, 2020 Council Meeting Minutes. Motion carried.

A motion was made by Don Raiger, seconded by Rick Kline, to approve the October 13, 2020 Council Budget Meeting Minutes. Motion carried.

A motion was made by Kathy Price, seconded by Jeff Schott, to approve the Treasurer's Report for the month ending October 31, 2020. Motion carried.

SPECIAL GUESTS – Mark Walters, a resident in Twin Creeks, addressed council in regard to a code enforcement complaint about dogs continuously bark all day. Joe Quairoli reported a letter has been sent to the resident owning the dog(s). Colleen Gallo recommended Mr. Walters contact the Cleona Police Department, if it is a real emergency, and if they see need to, they will come out to Twin Creeks.

PUBLIC COMMENT – None

MAINTENANCE – *Rick Kline, Supervisor – (budget report attached to minutes)* Rick Kline reported as follows:

- Monthly expenses for September - \$ 63.05.
- Request to spend up to \$450.00 for manhole rubber rings. **A motion was made by Rick Kline, seconded by Tom Keefer, to approve purchasing manhole rubber rings, at a cost not to exceed \$450.00; paid from the General Fund. Motion carried.**

SPECIAL GUESTS (continued) Chief Farnesky joined the meeting to give council the Cleona Police report. Cleona Police were present on Trick or Treat night to hand out candy. Fines received were \$687.11. Chief Farnesky opened discussion in regard to possibly increasing patrol in 2021.

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 - When the contractor removed the floor slab, parts of the rear block wall dropped a bit lower than before. Previously there was visible step-cracking, but the condition is now worse. LHAI spoke with the contractor last week about the best way to repair the wall without replacing the block wall. We agreed that filling the cracked & dropped blocks with concrete from the top & vibrating to the bottom, letting it connect with the dropped footer is the least expensive way to go. This is an adequate repair. A change order was received from the contractor in the amount of \$1,258.00. Discussion followed. **A motion was made by Tom Keefer, seconded by Rick Kline, to approve having Erik Harmon get an updated price from Woodland Contractors, and approve the demolition a portion of the rear wall, rebuild with wood framing & place siding on the exterior of the building wall, at a cost not to exceed \$2,500; paid from the General Fund. Motion carried.** Erik Harmon will keep council updated through emails.

DCNR Park Trails

Woodland Contractors has completed the remaining work on the park trails. LHAI recommends issuing final payment in the amount of \$1,000.00. **A motion was made by Tom Keefer, seconded by Kathy Price, to approve paying invoice # 19-261 from Woodland Contractors; retainage for Park Pathway Rehabilitation in the amount of \$1,000.00 (final payment request). Paid from the Park Trail Fund depleting the fund, and pay the remainder from the General Fund. Motion carried.**

133 North Mill Street

The property owner has communicated that he is not interested in signing the agreement provided by the Borough's Solicitor. The property owner had no interest in signing the agreement, having issues with the grading of the swale. Council decided on waiting to do anything further.

Tom Keefer asked for a follow-up report on the street opening on Highland Drive. Colleen Gallo will follow up with Erik Harmon and bring the information back to council.

MAYOR – *Joe Quairoli* – Mayor Quairoli gave an update on progress made to the Emergency Operations Plan. The meeting with Jerry Reardon has been re-scheduled for 11/19/2020 @ 6:30 p.m.

A virtual meeting is scheduled Tuesday, November 10, 2020 @ 1:30 p.m., to discuss the potential of the Route 72 detour coming through downtown Jonestown, when PennDOT does the Rt. 72 bridge construction beginning in 2023.

Mayor Quairolis is looking into the possibility of launch permits for the Boat Launch, and will keep council updated.

Mayor Quairolis reviewed recent code enforcement violations.

Erik Harmon followed with comments on the Rt. 72 bridge replacement. He recommends a traffic study be completed; including projections based on anticipated traffic volume passing through Bunker Hill and through Jonestown Borough Lancaster St. and Market St. intersection. Another concern was the intersection at N. Lancaster St. and Rt. 22. Mayor Quairolis plans to invite Swatara Township representatives and a Light-Heigel representative to attend the virtual meeting. Discussion followed. Erik Harmon will check to see if he has the traffic count data completed in the past.

SOLICITOR – *Colleen Gallo; Reilly, Wolfson Attorneys at Law* – Colleen Gallo reported moving forward with complaints in regard to 117 Twin Creeks Drive and 133 E. Queen St. Mayor Quairolis will sign the paperwork.

In regard to 128 East Market St. Code Case Proceedings, Colleen Gallo updated council. Mayor Quairolis will have Brad Douple inspect and Colleen will follow up with a letter.

SECRETARY – *Joan Keefer* – Reported as follows:

- Matthews Public Library sent a request letter to the Borough in consideration of a contribution (\$250) as council deliberates their 2021 budget.
- Quote to add the gate & card reader to the insurance. If added, the premium will be waived until the renewal date of 8/16/2021. Effective 8/16/2021, the annual premium will cost the Borough \$48.00 with a \$1,000.00 deductible. **A motion was made by Tom Keefer, seconded by Jeff Schott, to approve adding the green waste gate & card reader to the insurance. Motion carried.**
- Approval to sign the Greater Lebanon 904 Grant Application for the 2020 Calendar Year, and complete the annual recycling report for calendar year 2019. **A motion was made by Tom Keefer, seconded by Rick Kline, to approve signing the Greater Lebanon 904 Grant Application for the 2020 Calendar Year, and complete the annual recycling report for calendar year 2019. Motion carried.**
- Approve/Disapprove payment of \$241.34 for Election for Relief from charges & notice of Solvency Fee/calendar year 2021 – Pursuant to Section 213 of the PA Unemployment Compensation Law, a reimbursable employer may elect to be eligible to request relief from charges if the employer meets certain requirements. **A motion was made by Jeff Schott, seconded by Kathy Price, to approve the payment of \$241.34 for Election for Relief from charges & notice of Solvency Fee for the calendar year 2021. Motion carried.**
- GLRA Free Christmas tree Recycling Program – Decision to Participate. **A motion was made by Rick Kline, seconded by Robin Wolferd, to approve participating in the GLRA free Christmas tree Recycling Program. Motion carried.** Rick Kline stated maintenance will pick up trees on Mondays and Fridays.

MS4 – No Report.

INFRASTRUCTURE IMPROVEMENTS – *Tom Keefer, Mayor Quairolis & Rick Kline* – Tom Keefer asked if anyone heard from Dan Lyons in regard to the W. Blackberry grant. Erik will follow up with Dan Lyons. Erik will also ask for an update on E. Blackberry grant. Tom Keefer requested Erik also ask about when a good time would be to do income surveys for Martin St.

Colleen Gallo asked for an update on the code violations on 25 N. Lancaster St. Tom Keefer stated this property is in compliance.

GRANTS – *Tyler Longenecker, Kathy Price & Jeffrey Schott* –

PARK, RECREATION & EVENTS – *Tyler Longenecker, Council Representative* – Tyler Longenecker requested council review the Park & Recreation minutes when he sends them out by email.

PERSONNEL – *Robin Wolferd, Rick Kline, Don Raiger & Mayor Quairolis* – Robin Wolferd opened discussion in regard to an employee's end of the year bonus as follows: Crossing Guards; \$50/ea., Craig Carl; \$150.00, Mark Grumbine; \$150.00, Joan Keefer; \$150.00, Kim Longenecker; \$75.00 and Glenn Kneasel; \$75.00. **A motion was made by Don Raiger, seconded by Kathy Price, to approve employee's end of the year bonus as follows: Crossing Guards; \$50/ea., Substitute Crossing Guards; \$25.00/ea., Craig Carl; \$150.00, Mark Grumbine; \$150.00, Joan Keefer; \$150.00, Kim Longenecker; \$75.00 and Glenn Kneasel; \$75.00. Motion carried.** Tom Keefer and Tyler Longenecker abstained from voting.

The Personnel Committee is working on revisions to the employee handbook and employee evaluations at this time

COST REDUCTION AND FINANCES – *Don Raiger, Rick Kline & Tom Keefer* – Reported as follows:

- Approve and act upon the Second Reading of the 2021 Budget for advertising ten days prior to December Council Meeting; including pay increases for employees. **A motion was made by Tom Keefer, seconded by Don Raiger, to approve having the Cost Reduction & Finances Committee make changes to the Second Reading of the 2021 Budget, circulate it to council for approval to advertise ten days prior to December Council Meeting. Motion carried.** Discussion followed.
- Authorize Colleen Gallo to move forward with preparing/advertising the realty tax rate resolution for the year 2021; adoption @ December 1, 2020 Council meeting. Decision as to millage rate; currently 1.80 mills, as to stay the same. **A motion was made by Jeff Schott, seconded by Robin Wolferd, to approve authorizing Colleen Gallo move forward with preparing/advertising the realty tax rate resolution for the year 2021; adoption @ December 1, 2020 Council meeting. Millage rate @ 1.80. Motion carried.**
- In regard to the NLFES donation; Council decided to wait until the end of this year.
- In regard to the NLFES apparatus fee; Council decided to wait for an invoice before paying.

CODES & CODE ENFORCEMENT – *Mayor Quairolì & Tom Keefer* – Mayor Quairolì reported there continues to be progress on the Repeat Offender Fee & Maintenance or Technology Fee vs. Increasing Rate (effective 1/1/2021 new cases only). He will bring more information to council to the Planning Workshop meeting on November 23, 2020.

ORDINANCE COMMITTEE – *Jeff Schott, Mayor Quairolì, Robin Wolferd, & Kathy Price* – Colleen Gallo asked if when dealing with zoning district ordinances, the committee remember to include information on marijuana dispensaries.

CHRISTMAS LIGHTS – Christmas lights - scheduled to be put up on November 14, 2020, beginning @ 7:00 a.m. Tom Keefer requested approval to rent a bucket truck for putting up the Snowflake Lights. **A motion was made by Tom Keefer, seconded by Rick Kline, to approve renting a bucket truck, at a cost not to exceed \$300.00; paid from the Christmas Lights Fund. Motion carried.**

NEW BUSINESS – Request to ratify approval to allow Rick Kline to sign the Contract Exhibit A from Penn DOT for 2020-2021 Winter Road Maintenance. **A motion was made by Rick Kline, seconded by Tom Keefer, to approve allowing Rick Kline to sign the Contract Exhibit A from Penn DOT for 2020-2021 Winter Road Maintenance. Motion carried.**

In regard to the 2020-2030 Waste Management Plan Council has 30 days to comment before plan is submitted to PA DEP. Council had no comments.

Request from Melanie Wells, Community Wellness Coordinator, WellSpan Hospital, permission to use Jonestown Community Park as one of fifteen locations for a GO Lebanon post next summer (2021).

A motion was made by Rick Kline, seconded by Tom Keefer, to approve giving permission to WellSpan Hospital use of the Jonestown Community Park as one of fifteen locations for a GO Lebanon post next summer (2021). Motion carried.

OLD BUSINESS – Colleen Gallo reported there is still time to apply for the “Mask up” program. Robin Wolferd said Tyler Longenecker was checking into that program.

Colleen Gallo asked if anyone knows when the S. Lancaster St. Bridge Project will be complete. The maintenance employees talked to the contractors, and they reported it is to open in a few days.

Upon motion and second, Council adjourned at 8:41 p.m.

Respectfully submitted,

Joan Keefer, Secretary/Treasurer