

November 7, 2017

The regular meeting of Jonestown Borough Council was held on the above date at 7:00 p.m. with Vice-President Robin Wolferd presiding. The following members were in attendance: Todd Anderbery, Joel Lehman, Tom Keefer, Jesse Markle and Roy Lefever. Also attending were Attorney Colleen Gallo, Engineering Representative; Erik Harmon, Secretary/Treasurer; Joan Keefer. Excused Absence: Maintenance Lead; Richie Deibert, Mayor Vince Sellers & President Dawn Sellers.

Roy Lefever had two inquiries in regards to the October 3, 2017 Council Meeting Minutes. Both issues were addressed by council and will be amended. **A motion was made by Roy Lefever, seconded by Todd Anderbery, to approve the Council Meeting Minutes from October 3, 2017. Motion carried.**

Joan Keefer read the treasurer's report. Joel Lehman made recommendation to transfer funds; from payments made to A.H. Moyer, Inc., by the Capital Improvements Fund for the Chestnut St. project, be transferred, back into the Capital Improvements fund, paid from the General Fund. Joan will transfer the funds. Joel Lehman questioned Attorney Gallo whether funds received from the recycling grant could be used to purchase a skid loader. Jonestown Borough's green waste yard would benefit with a skid loader. Colleen responded it may be possible, if the skid loader is used exclusively for the green waste yard. **A motion was made by Joel Lehman, seconded by Todd Anderbery, to approve the Treasurer's Report for the month ending October 31, 2017. Motion carried.**

SPECIAL GUESTS – No report

PUBLIC COMMENT – No report

JUNIOR COUNCIL – No Report

MAINTENANCE – *Richie Deibert* – Richie Deibert was not present; but sent an email to Vice-President Robin Wolferd with his report. Richie questioned council as to what can be done with the banners in town. Roy Lefever spoke about the banners in Ephrata, displayed with their war veterans. Once the banners are taken down, they are given to the family of the veteran. Colleen recommended council wait until after the New Year, and let the new council make a decision. Council agreed.

In regards to the "Welcome to Jonestown" sign that fell & broke during a storm, Richie checked with Joan today and the borough spent \$3,600.00 for four signs when the first purchased them. Council decided to keep this on the agenda, and make a decision in the future.

In regards to the tree that fell, and is laying in the Swatara Creek, under the bridge at the west end of town, Robin reported Richie contacted the Fish & Boat Commission a few weeks ago. Tom Keefer reported the tree was recently taken care of by the county.

BOROUGH ENGINEERING REPRESENTATIVE – *Erik Harmon (report attached to minutes)*

Low Volume Road Maintenance Program – West Chestnut Street Storm Sewer & Paving – Erik contacted the contractor regarding areas of seeding that need touched up, and they will be addressed in the spring. The as-built survey and plan has been completed. A copy of the plan has been provided to the Borough. Per findings of the as-built survey, pipe p-12 was installed flat. Erik Harmon stopped to look at the inlets today, and @ Hayden's property, there is flow; but @ the Bonner property, water is ponding up to 1" or 2". L-H recommends the Borough monitor the pipe into the spring months to determine if there appears to be a maintenance issue (e.g. accumulation of sediment and debris), and decide if a warranty claim is necessary. Discussion followed. Richie Deibert and Tom Keefer will continue checking the pipe to determine if there appears to be an issue. It may be possible to ask the fire company to flush the piping in the future. Council continued discussion on project plans, and the process for filing them.

**Jonestown Borough Council Minutes
November 7, 2017**

Lebanon County Hazard Mitigation Plan (HMP) Update – Light-Heigel assisted the Borough in completion of forms for Lebanon County’s update on the Hazard Mitigation Plan. A meeting is scheduled for 12/14/17 beginning @ 3:00 p.m. Erik updated council on the Hazard Mitigation Plan. Roy Lefever & Todd Anderbery plan to attend the meeting. If they can’t, council may have Erik Harmon attend.

2017 Paving Projects – The certificate of compliance for the hot-mix asphalt was received today.

2017 Sidewalk Inspections – The follow-up inspections were performed by Richie on 11/03/17. Twenty-seven property owners have completed the required repairs, two property owners have been granted an extension and one additional property owner requested an extension, one property owner has the repairs partially completed, repairs at one property were determined to be inadequate, and six property owners have not completed the required repairs. Tyler Mann, 142 W. Market St., has requested an extension through the end of April to allow him time to construct new concrete sidewalk at his private driveway. A status report of all of the properties involved has been provided as an attachment to this report. Discussion followed in regards to extensions. Roy Lefever will contact Jonestown Bank & Trust to check what their plans are for making sidewalk repairs, and bring information back to council. **A motion was made by Roy Lefever, seconded by Todd Anderbery, to approve granting an extension to sidewalk repairs for Tyler Mann @ 142 W. Market St. until April 30, 2018. Motion carried.** Erik recommended that the Borough authorize the Solicitor to send enforcement notices to the six property owners who have not completed repairs nor responded to any of the notices. **A motion was made by Joel Lehman, seconded by Jesse Markle, to approve having Colleen Gallo send enforcement notices to those six property owners who have not complied to sidewalk repairs. Motion carried.**

MAYOR – Robin Wolferd reported for Mayor Sellers in his absence. The grant applied for, to repair Chestnut St. from N. Broad St., east, to S. Mill St. is looking good. Information, on receiving the grant, may be received by mid-November.

Robin stated Mayor Sellers announced his stepping down from maintenance supervisor. Discussion followed. Robin called an executive session on this issue, following the meeting.

SOLICITOR – *Colleen Gallo; Reilly, Wolfson, Sheffey, Schrum & Lundberg* – Colleen stated council needs to agree on advertising the millage rate for 2018. Discussion followed. **A motion was made by Roy Lefever, seconded by Joel Lehman, to approve allowing Colleen to advertise setting the real property tax rate for tax year 2018 @ 1.5 mills. Motion carried.**

Discussion was opened in regards to approving the second reading of the 2018 budget. **A motion was made by Joel Lehman, seconded by Roy Lefever, to approve, and act upon the second reading of the 2018 budget and to advertise it ten days prior to December’s Council meeting. Motion carried.**

A motion was made by Joel Lehman, seconded by Todd Anderbery, to approve adopting Ordinance #2017-3; repealing the Stormwater Fee Ordinance #2002-5, approved December 4, 2012. Roll call vote follows:

Todd Anderbery – voted yes	Robin Wolferd – voted no	Motion	carried
Joel Lehman - voted yes	Roy Lefever – voted yes		
Jesse Markle – voted yes	Tom Keefer – voted no		

Colleen Gallo opened discussion in regards to an email from PSATS about Act 42 regarding a newly passed legislation. Act 42 allows municipalities to prohibit "mini" casinos within their municipality. However, the municipality must take action by the end of this year, and deliver notice to the Commonwealth, in order to prevent such establishments. **A motion was made by Roy Lefever, seconded by Tom Keefer, to approve allowing**

**Jonestown Borough Council Minutes
November 7, 2017**

Colleen prepare a resolution prohibiting Act 42; authority to prohibit the location of a Category 4 casino within the boundaries of the municipality. Roll call vote follows:

Todd Anderbery – voted no

Jesse Markle – voted no

Roy Lefever – voted yes

Joel Lehman - voted no

Robin Wolferd – voted yes

Tom Keefer – voted yes

Motion withdrawn.

SECRETARY – Joan Keefer – Joan requested approval to purchase bulbs for the snowflakes lights in town; 6 boxes @ \$9.491 each = total of \$56.94; paid from the Christmas Lights Fund. **A motion was made by Joel Lehman, seconded by Roy Lefever, to approval the purchase of bulbs for the snowflakes lights in town; 6 boxes @ \$9.491 each = total of \$56.94; paid from the Christmas Lights Fund. Motion carried.**

MS4 – No further report

INFRASTRUCTURE IMPROVEMENTS – Dawn Sellers, Joel Lehman – Todd Anderbery reported on the LED lights; replacing all of the street lighting in the borough. Jonestown Borough is on the schedule to begin work in a week or two, and finishing by January 2018. Tom Keefer contacted Richie about street lights that were out, and will let him know they do not need changed at this time. Council agreed. Tom will work with Joan on a plan for using money saved in street lighting expenses be put towards borough mortgage payments.

GRANTS – Mayor Sellers – No report

LOCAL BUSINESS – Dawn Sellers, Roy Lefever – Roy Lefever announced the opening of Swatara Coffee Co., and reported stopping in at various borough businesses from time to time. Roy stated receiving a request for the borough not piling snow in front of the alleys this year.

PARK, RECREATION & EVENTS – Tom Keefer – Tom requested council approve the cost of \$500 for the Christmas tree lighting. Discussion followed. **A motion was made by Joel Lehman, seconded by Roy Lefever, to approve the expense for the Christmas tree lighting event, up to \$1,000; paid from the Park & Recreation Fund. Motion carried.**

Robin requested approval for the borough to pay half of the expense, paid to place a well pump, at the Spittle Field, costing \$1,362.30; paid to G.F. Bowman, Inc. **A motion was made by Joel Lehman, seconded by Jesse Markle, to approve the borough pay half of the expense, paid to place a well pump, at the Spittle Field, costing \$1,362.30; paid to G.F. Bowman, Inc. Motion carried.** Tom Keefer abstained.

Discussion continued in regards to the Christmas Lights Fund, and how monies were to be used. It was agreed to use the fund for maintaining the Christmas lights.

PERSONNEL – Dawn Sellers & Robin Wolferd – Robin announced Dawn Sellers stated she is stepping down from the personnel committee. Council members are needed for the committee, since Robin Wolferd is the only one left on the committee. Todd Anderbery and Jesse Markle volunteered to be on the committee. Discussion continued in regards to scheduling the next personnel meeting.

COST REDUCTION AND FINANCES – Joel Lehman, Todd Anderbery – A request was made for transferring funds from the General Fund Account to the Capital Improvements account in the amount of \$9,500.00. This was an item that was to be placed on the agenda yearly. **A motion was made by Joel Lehman, seconded by Todd Anderbery, to approve transferring funds from the General Fund Account to the Capital Improvements account in the amount of \$9,500.00. Motion carried.**

**Jonestown Borough Council Minutes
November 7, 2017**

CODES & CODE ENFORCEMENT – *Mayor Sellers & Roy Lefever* – No report.

ORDINANCE COMMITTEE – *Mayor Sellers, Robin Wolferd & Dawn Sellers* – Colleen reported Tom sent her recommendations for the permitting fee structure, and needs to prepare an ordinance, for adoption. Colleen is waiting on council's decision. Recommendations were: sidewalks & curbs; \$50 with one inspection. If additional inspections are needed: \$40 for maintenance, or \$100 for engineer. For street openings; \$120 permit fee, with an initial inspection. Additional inspections: \$40 for maintenance, or \$100 for engineer. Colleen suggested council approve moving forward with the streets and sidewalks modifications, by authorizing her to advertise the ordinance and prepare a resolution for what council decided. **A motion was made by Roy Lefever, seconded by Joel Lehman, to approve authorizing Colleen advertise the Streets and Sidewalks ordinance and prepare a resolution on the fee structure. Motion carried.** Tom Keefer suggested preparing a permit application. Joan will check into preparing an application.

NEW BUSINESS – A request for a donation to Matthews Public Library was received for consideration, as the Borough deliberates their 2018 budget (last 3 yrs. gave \$225.00). **A motion was made by Roy Lefever, seconded by Tom Keefer, to approve a donation to Matthews Public Library in the amount of \$225.00. Motion carried.**

A request for a donation to give thanks for Lebanon; 5K-10K Race sponsored by Good Samaritan Hospital & the YMCA was received. Council decided not to donate at this time.

Joan made a request to sign the Greater Lebanon Refuse Authority 2018 Agreement. Last year Richie Deibert signed the agreement, and council decided to have him do the same this year.

Discussion was opened in regards to having a holiday dinner this year. **A motion was made by Joel Lehman, seconded by Todd Anderbery, to approve the expense, for a holiday dinner; not to exceed \$250.00, paid from the General Fund. Roy Lefever opposed. Motion carried.**

Discussion was opened in regards to signing the intergovernmental agreement (Union Twp.) for Recreation Funds, and the Ordinance they hope to adopt prior to the New Year. **A motion was made by Joel Lehman, seconded by Tom Keefer, to approve signing the intergovernmental agreement (Union Twp.) for Recreation Funds, and the Ordinance they hope to adopt, prior to the New Year. Motion carried.**

Tom Keefer updated council on the abandoned vehicle parked on N. Broad St. State Police were called, and put a notice on the vehicle, stating they had 24 hours to move it. This process takes three or four weeks. Tom will continue in contact with the State Police.

OLD BUSINESS – Erik updated council in regards to the Pump Station 3 – Force main relocation/KPI Technology, and the possibility of an easement/exemption from N. L. Sewer Authority in billing the borough. The Authority would have to cross a borough road, take trees down at the Spittle Field parking lot, move a water line and move an electric line. Colleen recommended having a meeting with Northern Lebanon County Authority; in a public meeting, or have council meet with them individually. Council decided to have Erik or John Poff and Tom Keefer meet with the Authority and bring information back to council.

Roy Lefever suggested sending thank-you notes to people who helped with the Christmas lights. Council agreed.

Robin opened discussion in regards to an email received from USDA for consideration in taking the borough's mortgage loan out with a local bank, at a better interest rate. Joan contacted Jonestown Bank & Trust, and there are questions that need answered, before we receive a final interest rate. USDA does not do re-financing; but

**Jonestown Borough Council Minutes
November 7, 2017**

recommended checking to see if the borough could save with a local bank. Before a decision is made, council needs to decide how much they would like to pay monthly for the mortgage. Borough costs involved are for legal fees.

Chapter 7 of the International Property Maintenance Code regarding fire safety to council will remain on the next agenda.

City of Lebanon's requirement of carbon monoxide detectors for rental units will remain on the next agenda.

Planting trees in the Park. Rental & Richie's costs vs. having a Nursery do (kept under old business until springtime) will remain on the next agenda.

Update on repairing damages on W. Chestnut St; not to exceed \$600 will remain on the agenda.

Cost estimate to plant 6 trees in the park. Discussion/decision will remain on the agenda.

Trees located at Tony's on Market St. restaurant; Joel Lehman contacting owner (sub-division) has been discussed, and council decided to take this off the agenda.

Seal coating the Safe Routes to School path, will remain on the agenda until spring of 2018.

Discussion was opened in regards to the nuisance ordinance for a property at 25 N. Fisher St. The grass was cut; but the nuisance ordinance notice, recommended by Colleen to advertise/publicize for 3 consecutive weeks, for moving forward with the process, was discussed. This was to remove trash from the property. Council will keep this on the December agenda.

Discussion was opened by Roy Lefever in regards to donating to the Community Thanksgiving Dinner this year. **A motion was made by Roy Lefever, seconded by Tom Keefer, to approve donating to the Community Thanksgiving Dinner in the same amount as the borough donated in 2016; providing the dinner be held this year. Motion carried.**

Council recessed into executive session at 9:18 p.m.

Upon motion and second, Council adjourned at 9:50 p.m.

Respectfully submitted,
Joan Keefer,