

October 25, 2021, Planning Workshop Committee Meeting Minutes

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

Roll Call – In attendance; *Rick Kline, Nick Becker, Don Raiger, Tom Keefer, Donnette Quairoli, Jeff Schott, Justin Shuey and Joan Keefer; Secretary.*

Planning Workshop Committee Meeting Minute Approval – A motion made by Rick Kline, seconded by Donnette Quairoli, to approve September 27, 2021, Planning Workshop Committee Meeting minutes. Motion carried.

New Business – Tom Keefer requested approval to use proceeds from selling the borough trailer (\$ 5,100.00) to purchase a smaller trailer. A motion made by Tom Keefer, seconded by Jeff Schott, to approve using the proceeds from selling the borough trailer (\$ 5,100.00) to purchase a smaller trailer, at a cost not to exceed \$3,000.00. Motion carried.

Discussion regarding approving placing containers around Jonestown for donations to Christmas lights; donations deposited into the Christmas Lights Fund. A motion made by Donnette Quairoli, seconded by Nick Becker, approving placing containers around Jonestown for donations to Christmas lights; donations deposited into the Christmas Lights Fund. Motion carried.

Janet Yiengst, Hershey Park Volunteer Coordinator will be resigning the end of 2021. Janet Yiengst will train a new Volunteer Coordinator. Discussion followed.

Approval requests for the Christmas Tree Lighting Event: Approve closing N. Broad St. (from W. Chestnut St.), & budget approval. A motion made by Donnette Quairoli, seconded by Tom Keefer, to approve closing N. Broad St. (from W. Chestnut St.), & budget amount approved not to exceed \$250.00 paid from the Park Fund. Motion carried.

Request made to approve purchase of a sound system (speakers, stand, board & microphone) for functions & events, needed for Tree Lighting Event on November 26, 2021. A motion made by Tom Keefer, seconded by Rick Kline, to approve purchasing a sound system (speakers, stand, board & microphone) for functions & events. Motion carried.

Volunteers will hang the Snowflake Lights on Saturday, November 13, 2021. All volunteers will meet at the concession stand in the park at 7:00 a.m. Northern Lebanon school students are checking/replacing the snowflake lights. Discussion followed regarding use of bucket trucks or renting/loaning a bucket truck. There is a problem with the borough bucket losing power. Nick Becker will look at the bucket trucks batteries & inverter.

Discussion opened regarding approving a sign permit for 19 West Market St. A motion made by Jeff Schott, seconded by Tom Keefer, to approve the sign permit for 19 West Market St. Motion carried.

Discussion opened regarding purchasing new lawn mowers from Binkley & Hurst, trading in the current mowers (trade-in value = \$13,500.00). The cost out of pocket for the borough = \$15,000.00. Also, proceeds received from the sale of the borough trailer & bobcat (deposited in the General Fund = \$11,300.00) used towards this purchase. A motion made by Donnette Quairoli, seconded by Rick Kline, to approve purchasing two new lawn mowers from Binkley & Hurst, trading in the current two lawn mowers at a cost not to exceed \$15,000.00, paid from the General Fund. Motion carried.

Council reviewed meeting dates for 2022. This item will be on the Council meeting agenda for formal approval, after checking time change with the engineer and solicitor.

Tom Keefer updated council on the cost to seal coat roads in Twin Creeks Development. A quote received from D.B. Krieg = \$18,090.00. A motion made by Donnette Quairoli, seconded by Rick Kline, to approve seal coating the roads in Twin Creeks Development in the springtime, by D.B. Krieg, in the amount of \$18,090.00; paid from the Capital Improvements Fund. Motion carried.

Discussion & approval held, & decision made to hire a part-time secretary at \$14.00 per hour, beginning November 8, 2021. A motion made by Donnette Quairoli, seconded by Tom Keefer, to approve hiring a part-time office secretary at \$14.00 an hour, beginning November 8, 2021, & to advertise for the position, if not accepted. Motion carried.

Don Raiger opened discussion regarding the phones not working properly in the borough office. Discussion followed. Rick Kline will look further into other phone carriers.

Old Business – Don Raiger waits for updated quotes on Codification of Ordinances from Municipal Code. Discussion followed.

Don Raiger shared information regarding CTI Networks and other vendors for web mail/domain (Eagle Secure Solutions & Minburn). Don Raiger continues gathering information. No final decision made.

Open discussion on the following:

- Council terms (2yr./4yr.), & write-ins on the ballot for municipal election on November 2, 2021.
- Tom Keefer received information from Paul Bird regarding trash haulers. Item will be on next council meeting agenda.

Upon motion and second, Council adjourned at 8:02 p.m.

Respectfully submitted,

Joan Keefer, Secretary/Treasurer