

# October 3, 2023, Council Meeting Minutes

Jonestown Borough Council held meeting on the above date, beginning at 6:30 p.m., Vice-President Pro Tem Jeff Schott presiding. Council members attending: Justin Shuey, Tracey Charest, & David Charest. Also attending: Attorney Colleen Gallo, Engineer; Lee Strause, Office Assistant; Jodi Swisher.

**APPROVAL - MINUTES/TREASURER'S REPORT** - A motion made by Justin Shuey, seconded by Tracey Charest, to approve September 5, 2023, Council Meeting Minutes. Motion carried.

A motion made by David Charest, seconded by Justin Shuey, to approve September 12, 2023, Budget Meeting Minutes. Motion carried.

A motion made by Justin Shuey, seconded by David Charest, to approve Treasurer's Report, as presented to council, for month ending September 25, 2023. Motion carried.

**PUBLIC COMMENT** – Lori Breidegan will be moved and placed on Planning Workshop Agenda for October 23, 2023. Paul Robertson will be attending a meeting in the future.

**MAINTENANCE** – Tom Keefer, Supervisor – No report.

**BOROUGH ENGINEERING REPRESENTATIVE** – Lee Strause (*report attached to minutes*). Update given on last month's involvement from Light-Heigel & Associates, Inc. on the following items of interest to the Borough:

**TASA Grant** – Items needed for the Design Safety Committee with Penn Dot are being completed and anticipate that meeting to be scheduled this month.

**DCNR Grant – Park** – The re-bid for the park playground project is to be advertised this month during the week of October 23, 2023, with the bid opening scheduled for December 5, 2023. Projection goal is to start no later than the beginning of April 2024 and finish no later than the end of June 2024. Discussion followed. **A motion made by Tracey Charest, seconded by Justin Shuey, to approve advertising the playground site preparation for bids.**

**Grant Application** – Update on cost opinions for the improvements around the square. Looking into submitting another grant in addition to the already funded TASA improvements. These are being updated for submission.

**MAYOR** – Joe Quairolì – No Report

**SOLICITOR** – Colleen Gallo; Reilly, Wolfson Attorneys at Law – Colleen Gallo reported on Ordinance #2023-2, relating to prohibiting the placement of mailboxes within the borough rights-of-way. The Ordinance was advertised and is now ready for adoption. Discussion followed. **A motion made by Tracey Charest, seconded by David Charest, to adopt Ordinance #2023-2, Prohibiting the placement of mailboxes within borough rights-of-way on certain high-volume streets, and providing for penalties, amending by addition of Part 5.** Motion carried. Further discussion followed.

Colleen Gallo reported that closing on the park will happen once Tom Keffer returns from vacation to finalize everything.

Colleen Gallo reported on the current matter; leniency from Borough for any fines/penalties levied against code violations on the property located at 128 E. Market St. The property owner then requested reduced costs if paid in a lump sum. Council agreed upon giving 10% off the total amount. Colleen was authorized to send a letter to the property owner with an explanation and reduced cost amount owed. She sent the letter on October 3, 2023, copies were emailed to Joan Keefer and Jodi Swisher for office records.

**SECRETARY** – Joan Keefer – No Report

**OFFICE ASSISTANT** – Jodi Swisher reported that the State allocation for Volunteer Fire Relief Association was \$8,809.33, with the check being mailed out on 9/22/2023.

Jodi Swisher reported that the 2024 Meeting Dates sheet was distributed to council for review, approval will be on December's Agenda. Discussion followed. Colleen Gallo reviewed dates due to a reorganization year and saw no conflict upfront.

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**MS4** – Waiver expires November 2024 (borough to apply for waiver 6 months prior to expiration) Discussion Followed.

**INFRASTRUCTURE IMPROVEMENTS** – *Tom Keefer, Mayor Quairolì & Rick Kline* – No Report

**GRANTS** – *D. Quairolì & Justin Shuey* – No Report.

**PARK & RECREATION** – *Tracey Charest* – reported that the Halloween Dance is coming up on October 21, 2023, from 6:30p.m. to 8:30 p.m.

**PERSONNEL** – *Tracey Charest, Justin Shuey & Mayor Quairolì* – No report.

**COST REDUCTION AND FINANCES** – *Rick Kline, Donnette Quairolì & Tom Keefer* – Jeff Schott reported on the NLFES donation from the borough. Requested approval to send the borough donation, in the mount of \$12,500.00, to Northern Lebanon Fire & Emergency services, as budgeted. **A motion made by Justin Shuey, seconded by Dave Charest to approve the borough donation of \$12,500.00 to Northern Lebanon Fire & Emergency Services.** Motion carried.

Discussion opened on the amount to be placed in the 2024 budget regarding the Comcast Cable Revenue. Colleen Gallo has not heard anything but will reach out and see where things are and email the findings. Colleen Gallo recommended using the budgeted amount from 2023 as a starting point.

Discussion opened on the first reading of the 2024 budget. Tracey Charest reported that payroll is an area needing some adjusting. Jeff Schott reported that there is no plan to increase taxes at this time. **A motion made by Tracey Charest, seconded by Jeff Schott, to approve the first reading of the 2024 Budget. Motion carried.** Further discussion followed.

**ORDINANCE COMMITTEE** – *Jeff Schott & Mayor Quairolì* – No report.

**CODES & CODE ENFORCEMENT** – *Mayor Quairolì, Tom Keefer & Tracey Charest* – No Report

**NEW BUSINESS** – No Report

**OLD BUSINESS** – Jeff Schott presented information from Mayor Quairolì on signage for temporary traffic control during the SR-72 bridge closure. Mayor Quairolì was able to find the signage at a lower cost from Main Stream Industries which include (2) sets of the signs for \$390.00. **A motion made by Dave Charest, seconded by Justin Shuey, to approve purchasing (2) sets of traffic control signs for \$390.00, paid from the General Fund.** Motion carried. Further discussion followed.

Upon motion and second, Council adjourned at 6:57 p.m.

Respectfully submitted,

Jodi Swisher, Office Assistant