

October 4, 2016

The regular meeting of Jonestown Borough Council was held on the above date at 7:00 p.m. with President Dawn Sellers presiding. The following members were in attendance: Todd Anderbery, Tammy Blair, Roy Lefever and Robin Wolferd. Also attending were Mayor Vince Sellers, Attorney Colleen Gallo, Erik Harmon, Engineer, Richie Deibert, Maintenance Lead and Joan Keefer, Secretary/Treasurer. Junior Council members present were Jared Smith & Nicholas Lefever. Excused absence; Joel Lehman, Donnette Quaioli.

OATH OF OFFICE

Todd Anderbery was sworn in by Mayor Vince Sellers, as an appointed council member, replacing Vince Seller's open position.

A motion was made by Robin Wolferd, seconded by Roy Lefever, to approve the Council Meeting Minutes from September 6, 2016. Motion carried.

A motion was made by Roy Lefever, seconded by Robin Wolferd, to approve the Treasurer's Report for the month ending September 30, 2016. Motion carried.

SPECIAL GUESTS – No Report.

PUBLIC COMMENT – Mr. Alfred Fortna, a resident of Jonestown, expressed not being in favor of vacating the section of E. Swatara Dr. between N. King St. and N. Mill St. Mr. Fortna also expressed not being in favor of the narrowing of a section of W. Chestnut St. at the rain gardens. Erik Harmon explained to Mr. Fortna that 85% of the project was funded by the State; so the Borough had to pay 15%. The borough is trying to get the storm drainage pipes on the remaining section of W. Chestnut St., and that is why the rain garden project was done; because borough was in desperate need to improve the drainage on W. Chestnut St. Discussion followed in regards to narrowing Chestnut St. Erik continued to explain the process of the Liquid Fuels allocations, and monies spent on the borough roads. Mayor Sellers stated council agreed to place an extra \$20,000 into the 2017 budget for road repairs. Dawn Sellers explained how rain garden projects is a way to get further funding for the underground drainage. Applying for available Growing Greener grants will get additional funding for storm water projects. Former Mayor George Kaufman stated he was not in favor of the rain gardens from the beginning, when he read about it in the newspaper. When it rains, the water runs down the south side of Chestnut St. and doesn't cross the street into the rain gardens. Erik explained the intent of that portion of Chestnut St. was to have a cross slope on it; but it was constructed more with a longitude slope. However, the elevation of the curb on the north side was done so that in the future the borough could come back and do an overlay and get the 2% cross slopes going south to north; hopefully receiving more flow on the surface. Erik explained without having done the rain garden project, a project to be discussed later in tonight's meeting (storm drainage) would not be possible, and part of what the borough did, opens the door to potential future funding. Mayor Sellers stated doing that will bring the storm drain system up to Broad St. Erik explained how the design comes from what the borough planned back in 2006-2007; addressing the drainage concerns on W. Chestnut St., and do paving on that street.

Residents attending tonight had concerns of a decision to vacate E. Swatara Dr. Colleen Gallo suggested, because of the amount of comments/discussion, to schedule a public hearing. One of the procedures with vacating a road, if there is public interest and questions, is to hold a public hearing before the board makes any decisions. The hearing needs to be advertised and council plans to hold the hearing at the next Planning Workshop Committee meeting, Monday, October 24, 2016. Ray Reddinger, a resident on E. Chestnut St. questioned if a traffic study was done on E. Swatara Dr. The borough has not had a traffic study. Living close to E. Swatara Dr., Mr. Reddinger sees a lot of pedestrian/vehicle traffic on the street, and is not in favor of vacating the street. Discussion followed. Eric Drupp, a resident on N. King St. agreed something needs to be done in regards to E. Swatara Dr., and agrees to close the road. Discussion followed. Mayor Sellers stated the Borough is performing crack sealing on other various roads, to help preserve them. Dawn Sellers mentioned the maintenance department is proactive in performing maintenance on the roads, to help decrease costs. Bobbi Devine, a resident on E. Swatara Dr., stated she is more in favor of keeping the street open. There is a lot of traffic traveling the street in the morning and afternoons. It would be difficult for Bobbi to receive truck deliveries if the street was closed, because receiving deliveries through her front door is easier than the back. Mayor Sellers spoke for Mr. Runkel, a resident living along E. Swatara Dr., who is not in favor of vacating the street. Mr. Runkel had a suggestion of allowing deliveries only enter E. Swatara Dr. and possibly barricading the road as closed until the borough's funds allow for repairing the road. Discussion followed. Colleen answered questions for residents. **A motion was made by Roy Lefever, seconded by Tammy Blair, to authorize Colleen Gallo to advertise a public hearing, in regards to vacating E. Swatara Dr., on October 24, 2016. Motion carried.**

JUNIOR COUNCIL – No report.

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CHRISTMAS LIGHTS – Mayor Sellers stated Met-Ed will come to put the wiring up for the Christmas lights October 31, 2016. November 5, 2016 is the scheduled date to put the Christmas lights up, and volunteers are welcome. To date, the fundraising amount is up to \$7,800.00. Former Mayor George Kaufman gave a bit of history on the Christmas lights. Mr. Charlie Winklebleck was a resident responsible for putting up the first lights and decorating a tree in 1949.

BOROUGH ENGINEER – Erik Harmon (*report attached to minutes*)

Salt Shed – One bids received was opened for review. The bid was from Shiloh Paving & Excavating, Inc., 300 Cloverleaf Rd., York, PA. One ‘add on’ for the salt shed is coating, and a pony block wall (\$3,375). The bid amount is \$94,445.00. Discussion followed. Mayor Sellers suggested having Richie & Craig perform the work. **A motion was made by Roy Lefever, seconded by Robin Wolferd, to reject the bid from Shiloh Paving & Excavating, Inc. Motion carried.**

DCNR Grant – Baseball Dugout Construction – The final inspection with DCNR is scheduled October 26th @ 10:00 a.m. The reimbursement request will be sent in, and after final inspection the reimbursement will be received.

CDBG Grant; J-1 Baseball Dugouts – Erik exchanged emails with Dan Lyons from the Redevelopment Authority today, and Dan is waiting for the executed contract document, etc. from Woodland Contractors; due October 8, 2016. Once they are received a preconstruction meeting will be scheduled. Construction is anticipated to begin mid to late October.

Low Volume Road Maintenance Program – Grant Opportunity – The Lebanon County Conservation District is currently seeking funding applications for low volume road maintenance projects. The project must incorporate a water quality improvement component. Erik suggested W. Chestnut St. from N. Water St. to N. Broad St. a good candidate for this program. Stormwater funds may be used to fund the project. Erik explained the water quality as collecting rain water from the stretch of road, and piping it into an underground system at Mr. Kaufman & Mr. Moyer’s properties; taking the untreated water runoff and diverting it into two BMP’s. Discussion followed. **A motion was made by Roy Lefever, seconded by Robin Wolferd, to move forward, sign any and all the necessary documents for submitting the application. Motion carried.**

MS4 – Light Heigel & Associates, Inc. has received confirmation from PA DEP that the Borough’s current waiver of MS4 permit coverage doesn’t expire until March 18, 2020. The Borough must submit an application to renew the waiver, accompanied by a Notice of Intent (NOI) for General Permit coverage, no later than September 20, 2019. It is recommended that an Advance Waiver Approval Request be submitted to the PA DEP central office approximately nine months prior to the 9/20/2019 due date.

Streets & Sidewalks Ordinance – Erik is on standby until he receives further comment from council.

Storm Water Management Fee Ordinance & Credit Manual – Erik is on standby until he receives further comment from council. Mayor Sellers requested approval from council to meet with Erik & review ordinances. **A motion was made by Roy Lefever, seconded by Tammy Blair, to approve Mayor Sellers meet with Erik Harmon & review ordinances. Motion carried.**

MAINTENANCE – *Richie Deibert* – Richie requested approval to repair the skid loader @ a cost not to exceed \$700. **A motion was made by Robin Wolferd, seconded by Roy Lefever, to approve having the skid loader repaired @ a cost not to exceed \$700. Motion carried.**

Richie reported trying to sell a tractor in the concession stand last year; but no one had interest in purchasing it. Richie recently received interest from another municipality’s maintenance person to purchase the tractor for \$350. Colleen asked if this was put out for bid. Discussion followed. Colleen stated this will have to be advertised for bids to be received by a certain date; accepting sealed bids. **A motion was made by Roy Lefever, seconded by Todd Anderbery, to approve putting the tractor out for bid; receiving bids by a certain date. Motion carried.**

MAYOR – Bob Meneses, Vacancy Board Chairman called Mayor Sellers to let him know a good Penn DOT truck came to the Manheim Keystone public auction in Grantville. The truck is a 2006 F-550 dump, 146K miles, 6.2 liter turbo diesel with a spinner salt for the back and straight plow on the front. Mayor Sellers would like approval to go to the auction to bid on this truck. Discussion followed. Todd Anderbery offered to go along to the auction. **A motion was made by Roy Lefever, seconded by Tammy Blair, to authorize Mayor Sellers to attend the Manheim Keystone auction on October 18, 2016 to purchase an F-550 truck; and allow funding at a cost not to exceed \$10,000; paid out of Capital Improvements fund. Motion carried.**

Mayor Sellers brought insurance, journey man proof, and W-9 paperwork from the electrician that previously won the bid for repairing the heat in the borough building for review.

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Discussion was opened in regards to IGS coming into the borough to solicit residents. Council decided to place solicit information on the website. Colleen Gallo suggested if anyone has questions to check IGS website, or call the borough office.

Mayor Sellers reported receiving information from the Merchandiser stating 112 residents in Jonestown Borough are missed receiving the newsletter inserts. Joan will ask KeyComp Printing to add 112 newsletters to the count given to the Merchandiser for distribution.

Jonestown Bank & Trust is looking into getting larger signs & moving forward with the purchase.

The Liquid Fuels allocation letter was received, and \$60,447.46 is the estimated allocation for 2017. The amount allocated last year was \$50,536.44.

Mayor Sellers called for a vote to approve having control of the maintenance department. **A motion was made by Robin Wolferd, seconded by Tammy Blair, to authorize Mayor Vince Sellers as having control of the maintenance department. Motion carried. Dawn Sellers abstained from voting.**

The borough is due for their four year sidewalk review. Mayor Sellers requested the review be moved to spring of next year (April). **A motion was made by Robin Wolferd, seconded by Tammy Blair, to approve moving the sidewalk inspections to spring of 2017. Motion carried.**

Mayor Sellers requested permission to cut a tree down, between the field and the Swatara Creek, near his property. **A motion was made by Roy Lefever, seconded by Robin Wolferd, to authorize Mayor Sellers to cut down and remove a tree, on borough property. Motion carried.**

After receiving many complaints from residents in the borough, Mayor Sellers got a speed reduction device free from Penn DOT. If available, he will request using it another 2 weeks for Market St. in the future.

Mayor Sellers wanted to be sure a thank-you was sent to Swatara Township for the pipe project on S. Mill St. It was.

Discussion was opened in regards to transmission repair on the white pickup truck. **A motion was made by Roy Lefever, seconded by Todd Anderbery, to approve going with the least expensive option; replacing the transmission with a GM transmission, not to exceed \$3,300; paid from the General Fund. Motion carried.**

Discussion was opened in regards to purchasing a bucket truck. Mayor Sellers found a bucket truck for sale at a cost of \$3,800. **A motion was made by Tammy Blair, seconded by Robin Wolferd, to authorize the purchase of a Ford 1997 bucket truck, at a cost of \$3,800, and advertise the old bucket truck in the same advertisement as the tractor in the concession stand (discussed previously). Motion carried.**

A mother of two sons, ages 18 and 21 called and spoke to Mayor Sellers today in regards to allowing them to do community service. **A motion was made by Roy Lefever, seconded by Tammy Blair, to allow Mayor Sellers to move forward with providing community service in the borough for the two boys. Motion carried.**

SOLICITOR – *Colleen Gallo; Reilly, Wolfson, Sheffey, Schrum & Lundberg* – Colleen stated she was checking the ordinance book this evening and found there is not an ordinance in regards to soliciting in the borough. The borough issued a letter in the past, allowing solicitation during certain hours.

SECRETARY – *Joan Keefer* – The state allocation was received for the Volunteer Fire Relief Association in the amount of \$10,038.91. A check was written to the Jonestown Perseverance Company, and is included in September's checks.

Joan requested approval to close the square for the annual Christmas Tree Lighting Event on Friday, November 25, 2016. **A motion was made by Roy Lefever, seconded by Robin Wolferd, to approve closing the square for the annual Christmas Tree Lighting Event on Friday, November 25, 2016. Motion carried.**

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Joan requested approval to accept resignations from substitute crossing guards, Robert Hillegas and Kenneth Fera. **A motion was made by Tammy Blair, seconded by Robin Wolferd, to accept the resignation from substitute crossing guards, Robert Hillegas and Kenneth Fera. Motion carried.**

A request was received for donation to the Lebanon Valley Conservancy. The past three years, the borough donated \$25 to the Conservancy. **A motion was made by Roy Lefever, seconded by Dawn Sellers, to authorize a donation to the Lebanon Valley Conservancy of \$25; paid from the General Fund. Motion carried.**

A request was received for a donation to the Jonestown United Methodist Church for the annual Community Thanksgiving Celebration on November 12, 2016. **A motion was made by Roy Lefever, seconded by Tammy Blair, to authorize a donation of \$150.00 to the Jonestown United Methodist Church, for the annual Community Thanksgiving Celebration on November 12, 2016; paid from the General Fund. Motion carried.**

INFRASTRUCTURE IMPROVEMENTS – Dawn Sellers, Joel Lehman – No report.

LOCAL BUSINESS – Dawn Sellers and Roy Lefever – No report.

GRANTS – Vince Sellers – No report.

PARK FACILITIES, GRANTS, RECREATION & EVENTS – Robin Wolferd & Tammy Blair – Tammy Blair updated council on the 5-k race. Tammy continues looking for volunteers.

PERSONNEL – Dawn Sellers, Robin Wolferd, and Donnette Quairola – No report.

COST REDUCTION AND FINANCES – Joel Lehman, Vince Sellers – Dawn Sellers requested approval on the first reading of the Borough 2017 budget. **A motion was made by Roy Lefever, seconded by Robin Wolferd, to approve the first reading of the Jonestown Borough 2017 budget. Motion carried.** Colleen Gallo stated there are paper copies of the budget in the borough office for anyone interested in reviewing.

CODES & CODE ENFORCEMENT – Roy Lefever – Roy Lefever gave council an update on various trailers parked illegally on streets in the borough. Council made a decision to contact Scot Adams to further pursue this issue.

Mayor Sellers reported a tree being knocked over due to a vehicle accident, hanging on wires on W. Market St. Robin Wolferd reported the Fire Company does not try to take trees down, that are on any wires. Colleen Gallo suggested contacting Met-Ed about the tree causing a public safety hazard, to see if they could come take it down.

OLD BUSINESS – Mayor Sellers asked Mr. Fortna if he would be willing to meet & discuss his parking lot plan at the corner of W. Market St. & N. Broad St. Borough council is more than willing to work with Mr. Fortna on this issue. Mr. Fortna agreed to meet with Mayor Sellers, or possibly attend the next Planning Workshop meeting. Council plans to place a mural on the wall at that location.

In regards to the street light conversion, council agreed to take it off the agenda, and re-address the issue in a year or two.

In regards to the time capsule, Richie reported the last of the pictures/articles are in the capsule. Richie will contact Steve Lum about sealing the capsule, and burying it.

In regards to the drop box for the borough office, Richie reported he found one at a cost of \$117. Discussion followed in regards to purchasing an outside drop box.

Robin Wolferd contacted Jeff Campbell in regards to workers compensation insurance and box cards. The workers compensation was not decided upon, at this point of the merge, and fire companies thought about keeping the insurance as it was in the past. Robin's concern is that someone from another municipality could ride on any piece of equipment of another municipality and felt this should be taken into consideration. Robin spoke to Mr. Hetrick from East Hanover Township, and found they have not been approached about the merge from the fire companies, and this caused them hesitation. Robin also spoke to Mr. Rudy from Bethel Township. Fredericksburg Fire Company decided not to vote on adopting bylaws to merge,

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due to the fact they had questions on workers compensation insurance, etc. Colleen Gallo stated if this is not addressed, the workers compensation will remain as is.

Robin updated council on the box cards for the ambulances, after talking to Jeff Campbell. Jeff told Robin that Brian Smith, from the First Aid & Safety Patrol, keeps them updated; having no worries for the Borough in regards to dispatching. Robin also spoke to Rich Fahler from EMA, and he said the same; that we have nothing to worry about because the box cards have been updated, and the closet ambulance is dispatched. Robin will continue to try to contact Brian Smith and be sure the box cards are updated annually, as recommended by Colleen Gallo.

Dawn Sellers opened discussion in regards to having Joan Keefer attend a QuickBooks training seminar. The cost is \$499 per person. If Dawn and Joan attend a seminar together, the cost will be less. Joan and Dawn will continue to research training opportunities and try to reduce the cost.

NEW BUSINESS – Dawn Sellers stated a resignation letter was received from Donnette Quairoli, as of October 4, 2016. **A motion was made by Roy Lefever, seconded by Tammy Blair, to accept the resignation of Donnette Quairoli; effective October 4, 2016. Motion carried.**

An affidavit of residency has been received from Tom Keefer, who had interest in becoming a council member.

Roy Lefever nominated Tom Keefer to fill the open position on council, due to Donnette Quairoli's resignation. **A motion was made by Roy Lefever, seconded by Tammy Blair, to close nominations to fill the open position on council. Motion carried.**

Colleen Gallo needs approval to prepare a resolution for filling the open position. **A motion was made by Dawn Sellers, seconded by Roy Lefever, approving Colleen Gallo to prepare a resolution, for filling the open position on council, and to appoint Tom Keefer as a council member. Motion carried.**

Tom Keefer was sworn in by Mayor Sellers as an appointed council member, replacing Donnette Quairoli's open position.

Council adjourned at 9:35 p.m.

Respectfully submitted,
Joan Keefer
Secretary/Treasurer