

October 4, 2022, Council Meeting

Jonestown Borough Council held a meeting of on the above date, beginning at 6:30 p.m., President Thomas Keefer presiding. Council members attending: Don Raiger, Tracey Charest, Jeff Schott, Donnette Quairolì & Justin Shuey. Also attending: Mayor Joe Quairolì, Attorney Colleen Gallo, Engineer; Lee Strause, Secretary Treasurer; Joan Keefer & Assistant Secretary Treasurer; Jodi Swisher.

APPROVAL - MINUTES/TREASURER'S REPORT - A motion made by Don Raiger, seconded by Jeff Schott, to approve the September 6, 2022, Council Meeting Minutes. Motion carried.

A motion made by Tracey Charest, seconded by Jeff Schott, to approve the Treasurer's Report, as presented to council, for the month ending September 30, 2022. Motion carried.

PUBLIC COMMENT – No report.

MAINTENANCE – Tom Keefer, Supervisor – Twin Creeks sealcoating is 90% complete. One last road scheduled October 18, 2022, with a rain date of October 19, 2022.

Line painting on W. Market St., N. & S. Mill St. scheduled October 18, 2022. No parking signs posted.

BOROUGH ENGINEER – 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:

East Blackberry Street (CDBG) Mulberry Street – Contractor completed project except for installing stop sign at intersection with Lancaster St. Council reviewed pay applications. Light-Heigel & Associates, Inc. recommends payment as noted on the pay applications. Discussion followed regarding ADA sidewalk ramps and meeting 90% of specifications. Pay application #1 reviewed. Pay application #2 to place on next Council meeting for review and decision of payment. **A motion made by Don Raiger, seconded by Tracey Charest, to approve payment to Lebanon County Re-development Authority for Contractor's Application for Payment No. 1 in the total amount of \$159,424.34; Lebanon County Re-development Authority Funding = \$135,810.94, Municipal Liquid Fuels Acct. = \$21,564.71 & Municipal Infrastructure Acct. = \$2,048.69. Motion carried.** Council plans to review Pay application #2 at the next council meeting.

Sidewalk Inspections – Previously nine (9) properties had not contacted Light-Heigel & Associates, Inc. that they addressed sidewalk violations. Seven (7) properties addressed violations & only two (2) have not contacted or addressed anyone regarding violations noted. These property owners' information forwarded to solicitor to send letters.

TASA Grant – Plan work on-going. Draft plans due for completion October 24, 2022; public involvement meeting. Tom Keefer & Jodi Swisher will send letters to local businesses & place information on borough website regarding public meeting.

West Blackberry Street Stormwater – Plans for permanent solution discussed regarding stormwater issue. An additional survey may be necessary in this area, because of road re-paving, & road not being same grade, as area previously surveyed prior to 2021 paving project.

Colleen Gallo recommended Light-Heigel & Associates, Inc. begin plans for the school land acquisition sub-division and specifications. Lee Strause noted they will place this on their schedule. Colleen Gallo suggested having a sketch plan prepared to get the agreement of sale with Northern Lebanon School District prepared. Colleen Gallo reported the school's attorney told her the school agreed to pay costs for the cemetery acquisition.

MAYOR – Joe Quairolì – Mayor Quairolì reported a resident requested closing a portion of N. Mill St., near E. Market St. so their overhanging trees get trimmed.

SOLICITOR – Colleen Gallo; Reilly, Wolfson Attorneys at Law – Colleen Gallo reported sidewalk inspection letters have mailed last week. Colleen Gallo reported council to comply to Act 57 Resolution (waive additional charges for delinquent payment of realty taxes in certain circumstances) as it goes into effect October 10, 2022. This resolution placed on the next council meeting agenda for approval.

Code enforcement — Items referred to Colleen Gallo as follows:

1. 133 E. Queen Street
2. 147 E. Market Street
3. 15 E. Market Street

Above properties currently in process of checking for correct individual owners.

4. 215 S. Broad Street - Property scheduled for hearing, brought into compliance/fees paid. Colleen notified the DJ office to cancel hearing.

SECRETARY – *Joan Keefer* – Discussion opened regarding council's review for approval of the First Reading of the 2023 Jonestown Borough Budget. **A motion made by Don Raiger, seconded by Donnette Quairolì, to approve the First Reading of the 2023 Jonestown Borough Budget. Motion carried.**

Approve sending borough donation, in amount of \$12,500.00, to Northern Lebanon Fire & Emergency Services, as budgeted. Fire Prevention Day - October 9, 2022. **A motion made by Justin Shuey, seconded by Donnette Quairolì, to approve sending borough donation, in the amount of \$12,500.00, to Northern Lebanon Fire & Emergency Services, as budgeted. Motion carried.** Mayor Quairolì plans to hand deliver donation check to N.L.F.E.S.

A request made to approve Choice Communications to give an estimate to upgrade borough phone system. Discussion followed. Council agreed to have Choice Communications give estimate to upgrade borough phone system.

ASSISTANT SECRETARY – *Jodi Swisher* – No Report.

MS4 – No Report.

INFRASTRUCTURE IMPROVEMENTS – *Tom Keefer, Mayor Quairolì, Rick Kline; Infrastructure projects covered under engineer's report.* A request for approval to advertise public meeting scheduled for Market St. Project October 24th @ 6:30 PM. **A motion made by Jeff Schott, seconded by Donnette Quairolì, to approve advertising a public meeting scheduled for Market St. Project on October 24th @ 6:30 PM. Motion carried.**

Approval request to submit Multimodal Transportation Fund Grant/Market St. Project Improvement Funding through Penn DOT. **A motion made by Tracey Charest, seconded by Don Raiger, to approve submitting Multimodal Transportation Fund Grant/Market St. Project Improvement Funding through Penn DOT. Motion carried.**

Discussion opened regarding approval for Erik Harmon as the Multimodal Grant writer for the Market St. Project & having an intermunicipal agreement with East Hanover Township. **A motion made by Donnette Quairolì, seconded by Jeff Schott, to approve having Erik Harmon write the Multimodal Transportation Fund Grant for Market St. Project providing East Hanover Township Board members agree. Motion carried.** Once an agreement is in place this service may be a help to the borough in the future.

GRANTS – *D. Quairolì, Jeff Schott & Justin Shuey* – Regarding the Share Grant Lee Strause reported there were questions regarding the cost opinion. Light-Heigel & Associates, Inc. revised the cost opinion by putting \$25,000.00 as labor costs for installation for playground equipment.

PARK & RECREATION – *Tracey Charest* – Request for approval to schedule annual Christmas Tree Lighting Friday, November 25th, 6:00 PM-8:00 PM/49 W. Market St. lot, includes, sound system & costs involved. **A motion made by Tracey Charest, seconded by Donnette Quairolì, to approve scheduling the annual Christmas Tree Lighting Friday, 11/25/22 from 6PM to 8PM at 49 W. Market St. lot, including costs involved. Motion carried.** The date to put up the snowflake lights is November 12, 2022; rain date November 19, 2022. Discussion followed regarding replacing burned out bulbs on the snowflake lights.

PERSONNEL – *Rick Kline, Don Raiger & Mayor Quairolì* – The person interested in an interview for a substitute crossing guard was a no show. Council agreed one substitute is fine for this last year of school.

COST REDUCTION AND FINANCES – *Don Raiger, Tom Keefer, & D. Quairolì* – No report.

CODES & CODE ENFORCEMENT – *Mayor Quairolì, Tom Keefer & Tracey Charest* – Cleona Borough Police requested increase from hourly rate, from current rate, of \$88.00 to \$95.00 as of January 1, 2023. Discussion followed. Mayor Quairolì updated council regarding placement of mailboxes on Market St. and the best practice for the borough moving forward. The decision is up to the borough the Post Office and the Carrier as to managing mailbox placement.

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

NEW BUSINESS – Mayor Quairolì reported on tractor trailer complaint. Jodi Swisher instructed to send a letter to tractor trailer owner.

Mayor Quairolì reported complaint regarding too many dogs at a resident.

Mayor Quairolì reported complaint given to Cleona Police, vehicles parking in alley. This parking is not against code.

Mayor Quairolì reported on a camper in violation parked in Twin Creeks. Discussion followed.

OLD BUSINESS – Tom Keefer requested council review previous years financial report regarding Northern Lebanon Fire & Emergency Services expenditures.

Upon motion and second, Council adjourned into executive session at 7:41 p.m.

Respectfully submitted,

Joan Keefer, Secretary/Treasurer