

September 24, 2018 Planning Workshop Committee Meeting Minutes

Call to Order @ 7:00 p.m. - Planning Workshop Committee Meetings; advertised as performing general business.

Roll Call – In attendance – *Rick Kline, Don Raiger, Tom Keefer, Robin Wolferd & Melissa Reynolds.*

Approval of Meeting Minutes – A motion was made by Tom Keefer, seconded by Melissa Reynolds, to approve the Planning Workshop Committee Meeting minutes from August 27, 2018. Motion carried.

Special Guests - Jessica Sullivan, President, Northern Lebanon Football Booster Club, requested permission to hold an event in Jonestown Park, October 2018. Discussion followed. **A motion was made by Tom Keefer, seconded by David Charest, to allow Northern Lebanon Football Booster Club, permission to hold an event in Jonestown Park, October 2018, and use the concession stand; pending the movie choice and further detailed information. Motion carried.**

Public Comment - Joe Quairoli presented information to council in regard to the open Mayors position. Council asked Joe a few questions, as discussion followed.

Samuel Dennison presented information to council in regard to the open Mayors position. Council asked Samuel a few questions, as discussion followed. Don Raiger stated council will make a decision by October 2, 2018.

New Business

A request was made to ratify approval for Erik Harmon, Light-Heigel & Associates, Inc., to proceed to check if the borough would qualify for a grant from USDA's Natural Resources Conservation Service (NRCS) to restore streams that were disrupted by flooding on July 21, 2018, and afterward. Applications are due by October 15, 2018. **A motion was made by Tom Keefer, seconded by Rick Kline, to approve allowing Erik Harmon, Light-Heigel & Associates, Inc., proceed in checking to see if the borough would qualify for a grant from USDA's Natural Resources Conservation Service (NRCS), to restore streams that were disrupted by flooding on July 21, 2018, and afterward. Motion carried.** Discussion followed.

A request was made to ratify approval for United Methodist Church to close a section of N. Broad St. for a Fall Festival held September 22, 2018. **A motion was made by Rick Kline, seconded by David Charest, to approve United Methodist Church close a section of N. Broad St. for a Fall Festival, September 22, 2018. Motion carried.**

A request was made to allow Jonestown Elementary School use of the Jonestown Park for an event which awards students for good behavior on Friday September 28, 2018. (Rain date Monday, October 1, 2018) **A motion was made by Rick Kline, seconded by David Charest, to approve allowing Jonestown Elementary School use of the Jonestown Park for an event which awards students for good behavior on Friday September 28, 2018. Motion carried.**

The following resignations have been received by Jonestown Borough:

- Richie Deibert, Maintenance Lead
- Roy Lefever, Council Vice-President/Member
- Emerson Cain, School Crossing Guard

A motion was made by Melissa Reynolds, seconded by Tom Keefer, to accept Richie Deibert's resignation as Maintenance Lead; his last day of employment being October 5, 2018. Motion carried.

A motion was made by Melissa Reynolds, seconded by Rick Kline, to accept Emerson Cain's resignation as School Crossing Guard; his last day of employment being September 21, 2018. Motion carried.

A motion was made by Melissa Reynolds, seconded by Tom Keefer, to accept Roy Lefever's resignation as Council Vice-President/Member; his last day serving on council being September 24, 2018. Motion carried.

A request was made for donation to "Give Thanks for Lebanon" 5K-10K Race from WellSpan and the Lebanon YMCA. Council decided not to participate at this time. Discussion followed. Melissa Reynolds shared information to council in regard to possibly donating to the Jonestown Elementary School. Melissa will contact the school for a formal request for a donation.

A request was made to ratify the approval for advertising and changing the date of the September Budget Meeting; from 9/11/18 to 9/17/18. **A motion was made by Rick Kline, seconded by Tom Keefer, to approve advertising and changing the date of the September Budget Meeting; from 9/11/18 to 9/17/18. Motion carried.**

Don Raiger shared information with council in regard to another domain for the borough website, requesting he pursue "JonestownPA.gov". **A motion was made by David Charest, seconded by Tom Keefer, to pursue "JonestownPA.gov", as domain for the borough website; at a cost not to exceed \$400.00/year. Motion carried.**

Discussion was opened in regard to the best options moving forward with saving \$500 monthly from the Met-Ed street lights costs, and applying it to the mortgage. Previous council voted to apply it to the mortgage after the 15k was paid back to capital improvements fund. Discussion continued. Council will continue researching options.

Robin Wolferd shared information with council in regard to an email received from Andy Bomberger of the Jonestown Boy Scouts; Act 494. Council decided to place this on the October council agenda and ask for Colleen Gallo's recommendations.

Robin requested approval from council to hire two Crossing Guards; Virginia Bomgardner & Jennifer Snader. **A motion was made by Melissa Reynolds, seconded by Rick Kline, to approve hiring two School Crossing Guards; Virginia Bomgardner & Jennifer Snader. Motion carried.**

Robin opened discussion in regard to which council member be appointed as supervisor to the maintenance department. Rick Kline offered to be the supervisor. **A motion was made by Tom Keefer, seconded by David Charest, to agree on having Rick Kline supervise the maintenance department. Motion carried.** Rick will meet with Richie Deibert, moving forward. Robin requested approval to advertise for the Maintenance Lead position. **A motion was made by David Charest, seconded by Tom Keefer, to approve advertising for the Maintenance Lead position. Motion carried.** The committee will accept applications until October 12, 2018, and possibly begin interviewing October 22, 2018. Discussion followed. The ads will appear in the Merchandiser & the Lebanon Daily news. Also, council will place flyers around town.

Don Raiger; President Pro Tem, appointed Melissa Reynolds to the Personnel Committee, and Tom Keefer to the Code Enforcement Committee. All other committee members were reviewed, and Council and Mayor were appointed to various committees.

Discussion was open in regard to Evenlink servicing the office computer. Don Raiger volunteered his services.

Robin opened discussion in regard to extending hours for the North Lebanon Township Police services in 2019. Robin will bring more information back to council in regard to costs and hours. Discussion followed. Melissa Reynolds suggested placing a survey on Facebook in regard to the police enforcement. Discussion followed. Council decided to invite Chief Easter to the November council meeting.

Council needed to appoint a Vice President, due to Roy Lefever resigning. Tom Keefer nominated Don Raiger. **A motion was made by Tom Keefer, seconded by David Charest, to appoint Don Raiger as Vice President of Jonestown Borough Council. Motion carried.**

Council needed to appoint a President Pro Tem, due to appointing Don Raiger as Vice-President. David Charest nominated Rick Kline. **A motion was made by David Charest, seconded by Tom Keefer, to appoint Rick Kline as President Pro Tem of Jonestown Borough Council. Motion carried.**

Discussion was held in regard to replacing a council member, due to Roy Lefever's resignation.

Rick Kline will bring information back to council in regard to bids for the upstream and downstream cleanout on Highland Drive.

Old Business - The update on Cameras; 7/23/18 Council agreed; begin placing cameras/running cables.

(Playground, green waste, parking lot, 2 - garage) will be placed on the October 2, 2018 agenda.

The update on replacing 7 remaining LED street lights & LED park lights; previously approved will be placed on the October 2, 2018 agenda. Tom Keefer stated the lights for the Park have been ordered.

Council held discussion in regard to appointing a Mayor to the open position. **A motion was made by Tom Keefer, seconded by Melissa Reynolds, to appoint Joe Quairoli as Mayor of Jonestown Borough; upon receipt of Joe Quairoli providing an affidavit of residency. Motion carried.**

Robin Wolferd will check with Jeff Schott to ask if he has an interest in becoming a council member.

Upon motion and second, Council adjourned at 8:53 p.m.

Respectfully submitted,
Joan Keefer