

September 5, 2017

The regular meeting of Jonestown Borough Council was held on the above date at 7:00 p.m. with President Pro Tem, Roy Lefever presiding. The following members were in attendance: Joel Lehman and Jesse Markle. Also attending were Mayor Vince Sellers, Attorney Colleen Gallo, Engineering Representative; Erik Harmon, Maintenance Lead; Richie Deibert and Secretary/Treasurer; Joan Keefer. Excused Absence: Todd Anderbery, Tom Keefer, President Dawn Sellers and Vice President Robin Wolferd. A quorum was not present.

Joan Keefer read the Treasurer's Report.

Discussion followed in regards to a \$2,500 donation received from Jonestown Bank & Trust. Joan will check into the donation, and where the deposit was made, and make necessary corrections.

Joan reported Storm Water account funds were not available to pay the Light-Heigel & Associates, Inc. invoice. Council decided to pay \$4,000.00 of the invoice from the Storm Water account, and the remaining \$1,889.00 from the General Fund account.

Joan inquired with council as to where to deposit a \$15.00 donation received from a resident, given to the maintenance department, for removing a tree from the road. Council decided to deposit the \$15.00 into the Park Fund.

SPECIAL GUESTS – Discussion was opened in regards to placing a stone driveway at a resident on N. Fisher St. & giving it an actual address number instead of WS Fisher St. as an address. In regards to the driveway, the resident must contact Lebanon County Planning. Assigning an address number will be placed on the Planning Workshop agenda for September 25, 2017.

Council briefly discussed an agenda item requesting permission for a ½ circle driveway (cut curb) installed on N. Fisher St. The contractor was not present. Council decided Lebanon County Planning would need to be contacted if they want to pursue a driveway.

PUBLIC COMMENT – No report

JUNIOR COUNCIL – No Report

MAINTENANCE – *Richie Deibert* – Approval to repair the mower and the bucket truck will be placed on the next borough council agenda. Richie gave council an estimate received for planting 6 trees in the park. Although Nursery's estimate is \$2,600.00; including the cost of the trees.

BOROUGH ENGINEERING REPRESENTATIVE – *Erik Harmon (report attached to minutes)*

CDBG Grant – J-1 Baseball - Dugouts – Erik Harmon gave council an update in regards to the J-1 dugouts. Woodland came and repaired the walkway to the dugouts. Unfortunately, the smart level showed a section of the walkway was still over 5%. The Redevelopment Authority was contacted by Light-Heigel & Associates, Inc. to discuss the best course of action. Woodland Contractors decided they would come back and make the necessary changes to the walkway.

Low Volume Road Maintenance Program – West Chestnut Street Storm Sewer & Paving – The final inspection took place on August 14, 2017. A final application for payment was received from the contractor. A Certificate of Substantial Completion was given to A.H. Moyer, Inc., along with a punch list, with a few identified items, which they fixed. One outstanding item was receiving the certified payroll. Upon receiving the certified payroll, LHA recommended sending payment to A.H. Moyer, Inc., in the amount of \$109,223.03. The total amount of the project was \$312,224.50. This was \$26,000 under the total original contract cost. Discussion followed. Council decided to advertise the Planning Workshop, scheduled for September 25, 2017 @ 7:00 p.m. as a meeting to take action on general business.

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Council was requested approving \$1,600.00 for Light-Heigel & Associates, Inc. to do an as-built survey plan for the W. Chestnut St. Storm Sewer & Paving Project. Council decided to send an email to council for various approvals, including the as-built survey; to be ratified at the Planning Workshop meeting on September 25, 2017.

Council decided to place a request for approval (from the proposal and contract on W. Chestnut Street Project); removing the geotextile paving fabric and doubling the leveling scratch course material; which will save the borough money on the Planning Workshop agenda for approval.

2017 Sidewalk Inspections – Enforcement notices were sent out to residents on July 13, 2017. Thirty seven mandatory notices were sent out & August 31, 2017 was the deadline for repairs to be completed. A report is included in the minutes. Discussion followed.

MAYOR – Mayor Sellers updated council on the CDGB Grant. A meeting was set for next Thursday, September 14, 2017 from 7:30 a.m. to 9:30 a.m. to complete paperwork. Joel Lehman will be available to help. An email for approval will be sent to council to approve up to \$500.00 for Erik to work on the CDBG grant for E. Chestnut St.; paid from the General Fund. This includes having a resolution signed (in support), saying we will be submitting an application. This item will be placed on the Planning Workshop meeting.

Mayor Sellers requested an email approval request be sent to council to approve up to \$500.00 for Erik to work on the Department of Health grant to have trails paved in the park. Tom Keefer & Erik Harmon will do the application, and would like to proceed, using Erik's services; paid from the Park Fund.

Mayor Sellers opened discussion in regards to damages incurred on W. Chestnut Street. Discussion followed.

Mayor Sellers opened discussion in regards to the Penn DOT road maintenance agreement; year 4 of 5 winter season of 2017 – 2018. Discussion followed in regards to the possibility of re-negotiating on the next maintenance agreement.

SOLICITOR – *Colleen Gallo; Reilly, Wolfson, Sheffey, Schrum & Lundberg* – No report

SECRETARY – *Joan Keefer* – Approving “Trick or Treat” will be sent to council by email for approval, to be ratified at the Planning Workshop meeting on 9/25/17.

Joan inquired if a permit is available for the Signs & Advertising Ordinance # 2016-2. Council decided to have residents submit their criteria, and attend a meeting for their approval.

Joan asked the times for the Fall Carnival. Mayor Sellers will check with Bartlebaugh Amusements.

MS4 – No report

LOCAL BUSINESS – *Dawn Sellers, Roy Lefever* – No report

GRANTS – *Mayor Sellers* – No further report

PARK FACILITIES, GRANTS, RECREATION & EVENTS – *Mayor Sellers, Tom Keefer* – No report

PERSONNEL – *Dawn Sellers & Robin Wolford* – Approving a substitute crossing guard's resignation will be placed on the next council meeting agenda.

COST REDUCTION AND FINANCES – *Joel Lehman, Todd Anderbery* – No report

CODES & CODE ENFORCEMENT – *Mayor Sellers & Roy Lefever* – Council held discussion in regards to a trailer citation, and North Lebanon Township Police services.

Joel Lehman checked with Mayor Sellers to see when he will be meeting with Bartlebaugh Amusements about the carnival. He would like to attend the meeting.

INFRASTRUCTURE IMPROVEMENTS – *Dawn Sellers, Joel Lehman* – Joel Lehman gave a brief update.

ORDINANCE COMMITTEE – *Mayor Sellers, Robin Wolferd & Dawn Sellers* – No report

NEW BUSINESS – Council decided to place the ‘New Business’ items on the next council meeting agenda.

OLD BUSINESS – Council reviewed these items and decided to place them on future agendas. A brief discussion followed.

Council requested Joan send the budget worksheets to them through email tomorrow before the meeting. She will also supply printed copies for the meeting

Upon motion and second, Council adjourned at 10:08 p.m.

Respectfully submitted,
Joan Keefer,
Secretary/Treasurer