

September 5, 2023, Council Meeting Minutes

Jonestown Borough Council held meeting on the above date, beginning at 6:30 p.m., President Tom Keefer presiding. Council members attending: Justin Shuey, Tracey Charest, Rick Kline, Jeff Schott, Donnette Quairolì & David Charest. Also attending: Mayor Joseph Quairolì, Attorney Colleen Gallo, Engineer; Lee Strause, Secretary Treasurer; Joan Keefer & Office Assistant; Jodi Swisher.

APPROVAL - MINUTES/TREASURER'S REPORT - A motion made by Tracey Charest, seconded by Justin Shuey, to approve August 1, 2023, Council Meeting Minutes. Motion carried.

A motion made by Rick Kline, seconded by Justin Shuey, to approve Treasurer's Report, as presented to council, for month ending August 31, 2023. Motion carried.

PUBLIC COMMENT – Dale Kramer, borough resident, approached council about bushes being cut down at the rear of his property on E. Blackberry St., asking if borough maintenance department cut them down this past weekend. Tom Keefer will ask the maintenance department if they cut the bushes down, & report back to Mr. Kramer.

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 – The CE Scoping Form has been approved through PennDOT. The next step is a safety meeting; held every Wednesday. Part of the safety meeting includes PennDOT doing a constructability & maintainability study. A list of three (3) items requested by PennDOT are to be sent a week prior to the meeting. Lee Strause is working on the list of items & will send them to John Bachman when completed.

DCNR Grant – Park – The re-bid for the park playground project is to be advertised in the fall for a spring construction window. Lee Strause will email the Park Grant Committee to schedule a meeting.

Park Subdivision Plans – Park subdivision plans have been recorded.

G3 Grant Charrette – Light-Heigel & Associates, Inc. submitted a proposal for work through a G3 Grant. Proposals must be reviewed & submitted by September 11, 2023. Colleen Gallo requested Lee Strause forward park subdivision plans to her to schedule closing. Closing is held thirty (30) days from when the plans were recorded. Lee Strause will email Colleen Gallo the plans.

Tom Keefer reported the borough did not receive the PennDOT Multi-modal Grant for \$2.4 million dollars. The borough was encouraged to apply for the next grant round. The borough awaits hearing from DCNR about the Multi-modal grant they submitted.

Work continues to complete surveys for the CDBG Grant for curbing & curb extensions on Market St. square.

MAYOR – Joe Quairolì – Mayor Quairolì contacted Donna Bickle regarding crossing guard certificate & bonus check. Mayor Quairolì requested placing signs quote on next Planning Workshop Committee meeting agenda. Signs are for PennDOT project; Route 72 closure for bridge repairs.

Mayor Quairolì reported receiving a complaint regarding code enforcement & subsequent relief of costs. Mayor Quairolì asked Tom Keefer & Tracey Charest to stay after meeting tonight to further discuss.

SOLICITOR – Colleen Gallo; Reilly, Wolfson Attorneys at Law – Colleen Gallo reported receiving a call from a property owner on E. Market St. where judgement was held on property & owner was alleviated from obligations to this property, going up for sheriffs' sale.

Colleen Gallo opened discussion regarding request to address a current matter; leniency from Borough for any fines/penalties levied against code violations on property located 128 E. Market St. Property is now in compliance. Council held discussion regarding recouping costs & decided to collect borough costs equaling \$ 3,102.93. Colleen Gallo requested the property owner enter into a payment plan agreement. Colleen Gallo will draw up an agreement. Council agreed to have property owner pay total cost within two (2) years if there are no further code violations.

Council reviewed the Mailbox Ordinance issue of penalties. Fines may be from \$50.00 to \$600.00 daily. Council requested the ordinance be ready for Budget meeting (September 12, 2023) for formal approval to advertise for final approval at the October or November council meeting, given enough time to advertise.

Discussion on penalty costs for placement of dumpsters on street's ordinance. Fines may be \$50.00 to \$600.00 daily.

SECRETARY – Joan Keefer – Discussion opened for council to approve 2024 MMO (Minimum Municipal Obligation) for Non-Uniform Pension Plan; Total hours = 2,080, multiplied by estimated 2024 total payroll amount = \$88,317.00, multiplied by contracted employer contribution rate of 9% = \$7,949.00. Add a \$40.00 administration fee to equal total of \$7,989.00 as the 2024 minimum municipal obligation. A motion made by Donnette Quairolì,

September 5, 2023, Council Meeting Minutes

seconded by Rick Kline, to approve the 2024 MMO (Minimum Municipal Obligation) for Non-Uniform Pension Plan minimum municipal obligation to equal \$7,989.00. Motion carried.

Joan Keefer reported depositing the annual farmland rental donation from Werner Acres LLC in the amount of \$2,250.00 into the "Park & Recreation Fund".

OFFICE ASSISTANT – Jodi Swisher reported deadline for Fall Newsletter is Wednesday, September 6, 2023.

Jodi Swisher reported putting pictures of 49 W. Market St. Park on Jonestown Borough website.

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

INFRASTRUCTURE IMPROVEMENTS – Tom Keefer, Mayor Quairolì & Rick Kline – See Engineer's report attached to minutes) – Tom Keefer updated on CDBG Grant income surveys. Council needs eight (8) more surveys.

GRANTS – D. Quairolì & Justin Shuey – Tom Keefer reported borough did not receive Multi-modal grant applied for through Penn DOT for 2.4 million dollars.

PARK & RECREATION – Tracey Charest – Update on e-bikes in Jonestown Park; borough insurance company agrees with not allowing class 2 or class 3 bicycles in park. An order was placed with Brown Signs for signs stating no class 2 or class 3 bikes permitted in Jonestown Park.

Tom Keefer opened discussion for a decision to add park trees accent lighting to 49 W. Market St. lot trees; at a cost not to exceed \$5,000.00, paid from Park Fund. **A motion made by Tom Keefer, seconded by Tracey, to approve purchasing park trees accent lighting for 49 W. Market St. lot trees; at a cost not to exceed \$5,000.00, paid from Park Fund. Motion carried.**

Tom Keefer gave an update on tree planting at 49 W. Market St. week of August 28, 2023. The expense to plant trees was \$8,751.80, paid to Josephson Nature Care.

Tom Keefer & Lee Strause recently held a meeting at Jonestown Bank & Trust. Jonestown Bank & Trust agreed to donate \$45,000.00 towards beautification project on Market Street, over next two (2) years. Discussion followed.

Tracey Charest gave an update on the tree plantings in Jonestown Park. Volunteers from Wabash are coming to plant trees on October 7, 2023.

Tracey Charest announced upcoming events: Halloween Dance, Saturday, October 21st from 6:30 p.m. to 8:30 p.m., Christmas Tree Lighting, November 24th & Hanging Snowflake lights, November 11th; rain date, November 18th at 7 a.m., meeting in Jonestown Park at concession stand. Donnette Quairolì & Joe Quairolì will distribute donation canisters to businesses for snowflake lighting in October 2023.

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

COST REDUCTION AND FINANCES – Rick Kline, Donnette Quairolì & Tom Keefer – The first budget meeting will be held on Tuesday, September 12, 2023, at 6:30 p.m.

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

CODES & CODE ENFORCEMENT – Mayor Quairolì, Tom Keefer & Tracey Charest – The next code enforcement meeting is scheduled Thursday, September 21, 2023, at 4:30 p.m.

NEW BUSINESS – Discussion opened regarding applying for local share grant. Tom Keefer will bring information back to council after contacting PA State Representative Russ Diamond's office. One option discussed was purchasing pickle ball nets & painting new pickle ball court lines in tennis court. The grant opened September 1, 2023.

OLD BUSINESS – Discussion held on naming 49 W. Market St. Park. Winning entries will be drawn at an event announced sometime in September 2023. Discussion held regarding proclamation from mayor & council for land at 49 W. Market St. donated by Mr. & Mrs. Alfred Fortna. Council agreed to prepare a proclamation.

Upon motion and second, Council adjourned at 7:36 p.m.

Respectfully submitted,

Joan Keefer, Secretary/Treasurer