

## September 6, 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: Joel Lehman, Donnette Quairoli, 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. Excused absence; Tammy Blair.

**A motion was made by Roy Lefever, seconded by Joel Lehman, to approve the Council Meeting Minutes from August 2, 2016. Motion carried.**

**A motion was made by Roy Lefever, seconded by Joel Lehman, to approve the Treasurer's Report for the month ending August 31, 2016. Motion carried.**

**SPECIAL GUESTS** – Three teenage residents of the borough requested possibly applying for a grant, for the Park & Rec fund, to place a skateboard park in Jonestown Park. Discussion followed. Council decided to propose this to the Park, Recreation & Events Committee for recommendations, and do further research on skateboard parks. The next Park, Recreation & Events Committee meeting is on Wednesday, September 28, 2016.

**PUBLIC COMMENT** – A teenager gave public apology for damaging shingles in the Park. He performed community service in the park on 8/16/16.

**JUNIOR COUNCIL** – Two resident teenagers showed interest in becoming Junior Council members. Jared Smith and Nicholas Lefever gave their thoughts to council as to why they would like to become a member.

**A motion was made by Joel Lehman, seconded by Roy Lefever, to nominate Jared Smith as a Jonestown Borough Junior Council member. Motion carried.**

**A motion was made by Robin Wolferd, seconded by Joel Lehman, to nominate Nicholas Lefever as a Jonestown Borough Junior Council member. Motion carried.**

**A motion was made by Joel Lehman, seconded by Roy Lefever, to approve Resolution # 2016-6, appointing two Junior Council Members; Nicholas Lefever and Jared Smith. Motion carried.**

**CHRISTMAS LIGHTS** – Oriana Spittle gave council an update on the Christmas Lights Committee. Oriana and Mayor Sellers met with Paul Bowman from Met-Ed in regards to the attachment agreement. Jonestown Borough will send payment to Met-Ed, once an invoice is received, to move forward with the wiring project. The Jonestown Borough & Community Facebook page has information on the Christmas Lights and a 'GoFundMe' account is set up for donations. Oriana and Mayor Sellers will be visiting WLBR tomorrow morning, and an article will be in the Lebanon Daily News next Tuesday. A Christmas Lights Committee meeting is scheduled for the end of this month, and Oriana will join the October council meeting to give an update.

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

**Salt Shed** – The Lebanon County Planning Department has determined that the construction of the salt shed structure will not require a land development plan nor a stormwater management plan. PA DEP provided information confirming the newly constructed salt storage facility must have an impervious surface (concrete pad) that the salt is stored upon. Erik provided a quote from Light Heigel & Associates, Inc. in regards to stamped design plans for the 36' x 36' concrete pad, including the footer design, being \$895.00. LHAI recommends advertising for bids for the following work: Construction of the concrete pad and footer, and assembly erection of the canopy structure. LHAI's estimate to provide bid documents and bid administration is \$600. The total cost for the complete salt shed project is approximately \$45,000. Discussion followed.

**A motion was made by Joel Lehman, seconded by Roy Lefever, to approve moving forward with advertising for the salt shed. Motion carried.**

**South Walnut Street and Blackberry Street – Storm Pipe Failure** – Erik reported a storm pipe failure at the corner of South Walnut & Blackberry Streets, and distributed pictures (included in minutes) to council. LHAI recommends the following options: Replace the catch basin and the pipe, using an elliptical RCP due to the shallow pipe cover or install a concrete trench drain with a scat iron grate in lieu of the catch basin and pipe. There would not be much of a cost difference between the two options. Discussion followed.

**A motion was made by Joel Lehman, seconded by Roy Lefever, to patch the storm pipe failure located at South Walnut & Blackberry Streets. Motion carried.**

**DCNR Grant – Baseball Dugout Construction** – The final inspection is scheduled for October 26<sup>th</sup> at 10:00 a.m. Erik recommended Vince Sellers and Richie Deibert attend the final inspection.

**CDBG Grant; J-1 Baseball Dugouts** – Erik reported to council through emails that the cost of the dugout project is higher than expected. The Redevelopment Authority agreed to cover the additional costs. Erik requested council ratify their approval for the Redevelopment Authority to award the contract to Woodland Contractors.

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**A motion was made by Roy Lefever, seconded by Joel Lehman, to ratify council's approval for the Redevelopment Authority to award the CDBG Grant; J-1 Baseball Dugouts contract to Woodland Contractors. Motion carried.**

Construction is anticipated to begin in October. The Borough will need to have the existing dugouts and concrete pads demolished prior to start of construction.

**Streets & Sidewalks Ordinance** – The draft of the revised Streets & Sidewalks Ordinance was previously given to council. Erik is waiting for council's comments.

**Storm Water Management Fee Ordinance & Credit Manual** – The draft of the revised Storm Water Management Fee Ordinance & Credit Manual was previously given to council. Erik is waiting for council's comments.

**MAINTENANCE** – *Richie Deibert – (report attached to minutes)* – Richie recommended abandoning East Swatara Drive, south of Zion Cemetery, between N. King St. and N. Mill St. The road would be divided down the center, and each adjoining property would be given a section of property. Colleen reported notices must be sent out to the adjacent property owners, the Borough would need to advertise a hearing for two consecutive weeks, and an ordinance is required. Erik reported that rebuilding that section of road was bid out in 2012 and the cost then was \$84,000.

**A motion was made by Joel Lehman, seconded by Roy Lefever, to move forward with the necessary advertising to abandon the section of E. Swatara Drive, located between N. King St. and N. Mill St. Motion carried.**

Richie requested a motion be made to repair & inspect the bucket truck at a cost not to exceed \$700.

**A motion was made by Roy Lefever, seconded by Joel Lehman, to approve repairing and inspecting the bucket truck at a cost not to exceed \$700. Motion carried.**

**A motion was made by Joel Lehman, seconded by Roy Lefever, to move forward with purchasing the blocks to repair the salt shed wall, not to exceed \$1,000. Motion carried.**

Richie requested a motion be made to grind the green waste in the green waste yard, at a cost not to exceed \$1,500; paid from the General Fund.

**A motion was made by Joel Lehman, seconded by Donnette Quairoli, to approve the grinding of the green waste, in the green waste yard, at a cost not to exceed \$1,500; paid from the General Fund. Motion carried.**

Richie reported a possibility of purchasing a line painting machine.

**A motion was made by Joel Lehman, seconded by Roy Lefever, to allow Richie latitude to make a deal for purchasing the line painting machine, including parts to repair it, at a cost not to exceed \$1,000; paid from the Liquid Fuels Account. Motion carried.**

Richie reported a young man, from Boy Scouts, came to him for approval to place a large xylophone in the tot lot area of the playground. Council agreed Richie give him the approval to begin this project; including a color scheme.

**MAYOR** – Mayor Sellers reported the first week of school went well. Mayor Sellers requested placing permanent signs on King St. (south bound) during pick up & drop off times, like the sign already on Hazel St.; plus directional arrow signs.

**A motion was made by Joel Lehman, seconded by Roy Lefever, to purchase and place signs on King St. (south bound) during pick up and drop off times; like the sign already on Hazel St., along with directional arrow signs, at a cost not to exceed \$300. Motion carried.**

Mayor Sellers requested council approve 5 more days of crack sealing at a cost of \$3,798. Two days are carried over from earlier in the year, which was already paid. The additional 3 days from this new 5 day period will be used in spring 2017.

**A motion was made by Roy Lefever, seconded by Donnette Quairoli, to approve 5 more days of crack sealing at a cost not to exceed \$4,400; paid from the Liquid Fuels account. Motion carried.**

Mayor Sellers would like to establish an Ordinance Committee & requested council members volunteer.

Mayor Sellers requested council approve moving forward with investigating the feasibility to contract one refuse hauler for trash and recycling in the Borough. Roads are being destroyed from five haulers and 3-5 recyclers per week. Roy Lefever and Joel Lehman gave their support to move forward. Robin Wolford and Donnette Quairoli disagreed. Discussion followed.

Mayor Sellers had an issue with kids riding scooters on school property. One parent had their child apologize to the Mayor. Mayor Sellers requested approval to purchase 7 signs, 18 x 24 at a cost of \$23 per sign, stating surveillance and showing a picture of a camera for different locations in the park, to be used for legal purposes, and as a deterrent. Total cost, with shipping = \$187.11.

**A motion was made by Roy Lefever, seconded by Donnette Quairoli, to approve purchasing 7 signs, 18 x 24, at a cost of \$23 per sign, stating surveillance and showing a picture of a camera, for different locations in the park, not to exceed \$200. Motion carried.**

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Mayor Sellers reported Jonestown Bank & Trust may be willing to pay for ½ of sign boards for advertising events on their corner. Vinyl letters can be changed easily. JBT's name would be on the top of the sign. Donnette Quairoli suggested checking with a local sign company in Jonestown, and will get contact information to Mayor Sellers.

Mayor Sellers opened discussion on the possibility of re-financing the Borough mortgage. Discussion followed. Mayor Sellers will check into this and bring information back to council.

Mayor Sellers reported Stacy Schott is willing to do 2 Block Party's next year if she has about 10 volunteers. Discussion followed.

Mayor Sellers gave council an update on the baseball teams and fields. A meeting was held with the coaches, and a team's schedule was worked out.

Mayor Sellers requested council approve him, to have full control over the maintenance department. A lengthy discussion followed. No decision was made.

Mayor Sellers inquired if council wants him to apply for a grant to place metal type equipment in the playground, with 100% match. Discussion followed. Council agreed to have Mayor Sellers check into a grant.

**SOLICITOR** – *Colleen Gallo; Reilly, Wolfson, Sheffey, Schrum & Lundberg* – Colleen Gallo reported the sign ordinance has been properly advertised, and a hearing was held. The ordinance was referred to the Lebanon County Planning Department, and Colleen has received no comment. Colleen requested council adopt Ordinance #2016-2 adopting the new signs ordinance.

**A motion was made by Joel Lehman, seconded by Robin Wolferd, to adopt Ordinance #2016-2; the new signs ordinance. Motion carried.**

Colleen recommended council discuss appointing a council member to replace Vince Sellers. Council has until Friday to advertise this appointment. If not, this will go to the vacancy board. Discussion followed. Council decided to advertise for the Planning Workshop Committee meeting as a hearing for the Vacancy Board. An affidavit of residency is needed for interested residents.

**SECRETARY** – *Joan Keefe* – Joan reported Suzanne Guirate from Northern Lebanon Recreation & Parks Commission inquired if the Borough was interested in participating in the 'Touch a Truck' event on Saturday, October 1, 2016. Council decided not to participate.

Joan inquired when council would like the second half (\$5,500) of the Jonestown Perseverance Fire Company's donation be sent. Council agreed to send the donation now.

Joan requested council ratify their approval (\$225.00) to spend on rain wear & vests for crossing guards. The total cost was an additional \$2.89.

**A motion was made by Robin Wolferd, seconded by Joel Lehman, to ratify the approval to spend \$225.00 on rain wear and vests for the Crossing Guards; plus the additional \$2.25. Motion carried.**

Joan requested council ratify the approval to hold 'Trick or Treat' night on Monday, October 31, 2016 from 6 PM to 8 PM.

**A motion was made by Roy Lefever, seconded by Joel Lehman, to ratify the approval for 'Trick or Treat' night on Monday, October 31, 2016 from 6 PM to 8 PM. Motion carried.**

Joan requested council ratify their approval to hold the Christmas Tree Lighting Friday, November 25, 2016, and an article be placed in the Newsletter. Roy Lefever will check his schedule to volunteer to play music at the tree lighting.

**A motion was made by Roy Lefever, seconded by Joel Lehman, to ratify approval to hold 'Trick or Treat' night on Monday, October 31, 2016 from 6 PM to 8 PM, and an article be placed in the Newsletter. Motion carried.**

Joan checked with the insurance company in regards to placing chain nets vs. rope nets on the basketball court in the Park. There is no difference in insurance costs to place either type of net.

Joan requested council ratify their approval for Mayor Vince Sellers to be signatory on the Jonestown Borough Jonestown Bank & Trust accounts.

**A motion was made by Joel Lehman, seconded by Robin Wolferd, to ratify approval for Mayor Vince Sellers to be a signatory on the Jonestown Borough Jonestown Bank & Trust accounts. Motion carried.**

**MS4** – No report.

**INFRASTRUCTURE IMPROVEMENTS** – *Dawn Sellers, Joel Lehman* – No Report.

**LOCAL BUSINESS** – *Dawn Sellers and Roy Lefever* – No Report.

**GRANTS** – *Vince Sellers* – No Report.

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**PARK FACILITIES, GRANTS, RECREATION & EVENTS** – *Robin Wolferd & Tammy Blair* – Mayor Sellers reported the 5-K is moving along well.

Mayor Sellers requested an executive session be held following the council meeting.

**PERSONNEL** – *Dawn Sellers, Robin Wolferd, and Donnette Quairol* – No Report

**COST REDUCTION AND FINANCES** – *Joel Lehman, Vince Sellers* – Joel Lehman reported Donnette Quairol is checking into refinancing the Borough's mortgage, requesting Joan send her the financial statements from U.S.D.A. Joan will email her copies.

**CODES & CODE ENFORCEMENT** – *Roy Lefever* – No further report.

**OLD BUSINESS** – Robin Wolferd updated council on the EMA coordinator call issues and box cards being necessary; plus having an ambulance available. Robin recommends not doing this at this time. Colleen Gallo suggested the Borough updates the box cards. Discussion followed. Colleen stated the Borough is responsible for the box cards.

The 'No Parking' sign at the mailboxes on W. Market St. is to be taken down by the resident who put it up. Roy Lefever volunteered to take care of this issue.

Richie gave council the quote of \$117 at the last council meeting, for a drop box at the Borough office.

**A motion was made by Joel Lehman, seconded by Roy Lefever, to have Richie purchase a drop box for the Borough office at a cost not to exceed \$200. Motion carried.**

**NEW BUSINESS** – Robin Wolferd reported the fire companies will be merging as of January 1, 2017 (Northern Lebanon Regional Fire Company Services). Colleen Gallo looked into the workers compensation insurance, and gave council information on several options. Discussion followed. Robin Wolferd will contact Jeff Campbell in regards to this merge.

Council recessed into executive session at 9:55 p.m.

Council re-entered regular session at 10:26 p.m.

**A motion was made by Joel Lehman, seconded by Roy Lefever, to approve giving Richie Deibert a separate bonus check, when his next payroll check is issued, in the amount of \$2,000; for extraordinary work he has done this year. Motion carried.**

Council adjourned at 10:29 p.m.

Respectfully submitted,

Joan Keefer, Secretary/Treasurer