

September 6, 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: Justin Shuey, Tracey Charest, Rick Kline, Don Raiger & Jeff Schott. Also attending: Mayor Joe Quairolì, Attorney Colleen Gallo (telephonically), Engineer; Lee Strause, Secretary Treasurer; Joan Keefer & Assistant Secretary Treasurer; Jodi Swisher.

Tom Keefer thanked Tracey Charest & Joan Keefer for doing the Craft N' Play event in the Jonestown Park.

APPROVAL - MINUTES/TREASURER'S REPORT - A motion made by Tracey Charest, seconded by Rick Kline, to approve the August 2, 2022, Council Meeting Minutes. Motion carried.

A motion made by Don Raiger, seconded by Justin Shuey, to approve the Treasurer's Report, as presented to council, for the month ending August 31, 2022. Motion carried.

PUBLIC COMMENT – Jeff Waltermeyer; United Methodist Church representative, addressed council regarding allowance of an extension for sidewalk repairs at the church. Lee Strause reported nine properties may need extensions. If completed in a timely manner, or showing progress, Lee Strause & borough council are willing to collaborate with contractors' repairing sidewalks. Contractors may only get repairs completed by Spring of 2023.

Allen Davey introduced himself to council expressing how pleased he is to have moved to Jonestown Borough. Discussion followed.

MAINTENANCE – Tom Keefer, Supervisor – Discussion opened for approval to purchase 'sealcoating/no parking' signs for sealcoating scheduled in Twin Creeks Development the week of Sept. 26, 2022. Discussion followed. A motion made by Jeff Schott, seconded by Rick Kline, to approve purchasing 'sealcoating/no parking' signs for sealcoating Twin Creeks Development the week of 9/26/22, at a cost not to exceed \$200.00. Motion carried.

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 – Paving is complete. Concrete samples did not achieve 4,000psi per specifications. The 28-day breaks met 3,600psi & 3,700psi. Lee Strause reached out to Penn DOT for recommendations to the borough to decide on ways to re-do the project. The contractor submitted pay application for review. The property owner at intersection of S. Lancaster St. & Blackberry St. noted issues created by project improvement work. Light-Heigel & Tom Keefer met with property owner to discuss issues. Cracked concrete along Blackberry St. was existing & another contractor may repair cracks. Lee Strause will follow up on original contract to review funding & wording.

Sidewalk Inspections – Repairs completed on eight (8) properties. Property owners at nine (9) properties continue collaborating with contractors to complete work. Three (3) of these anticipate completion in spring 2023. Nine (9) properties have not contacted the borough or Lee Strause regarding letters. Five (5) of those received & accepted certified mail & four (4) left certified mail unclaimed. Lee Strause will contact Colleen Gallo to further review.

TASA Grant – Light-Heigel & Jonestown representatives attended a virtual meeting 8/18/22 @ 8 AM with PennDOT to complete scoping forms for revision as discussed at meeting. Light-Heigel met with borough committee to determine "Phase 1" of the TASA project. The borough is looking at additional funding to enhance project & is planning a public meeting to discuss public concerns.

West Blackberry Street Stormwater – Light-Heigel & Jonestown representatives met with property owner along south side of W. Blackberry St. to discuss discharging storm flows onto property. A plan for a permanent stormwater solution in this area is currently being prepared.

MAYOR – Joe Quairolì – Mayor Quairolì would like the cost for the King & Queen Street sign. As there is no street sign for King & Queen St. Mayor Quairolì will find out which sign the 'King and Queen' of Jonestown requested. Mayor Quairolì is officiating a wedding on 9/24/22 @ 3 PM: Rachael Quairolì & Dallas Sanders.

SOLICITOR – Colleen Gallo; Reilly, Wolfson Attorneys at Law – Regarding Jonestown Park subdivision/lot addition & cemetery parcel, the school districts meeting is tonight. Colleen Gallo awaits hearing results.

Mayor Quairolì asked Colleen Gallo if she sent a last chance letter Mr. Zellers regarding a vehicle on property. (discussed @ last code committee meeting). Colleen Gallo requested Jodi Swisher send her the address for Colleen to check if they mailed a letter.

Colleen Gallo updated council regarding Comcast Franchise Agreement Contract. All municipalities have signed on, so all will receive the maximum discount.

SECRETARY – *Joan Keefer* – A request made for council to approve the 2023 MMO (Minimum Municipal Obligation) for the Non-Uniform Pension Plan; Total hours = 2,032, multiplied by estimated 2023 total payroll amount = \$83,759.04, multiplied by contracted employer contribution rate of 9% = \$7,538.31. Add a \$40.00 administration fee to equal a total of \$7,578.31 as the 2023 minimum municipal obligation. **A motion made by Don Raiger, seconded by Jeff Schott, to approve the Municipal Minimum Obligation, a total of \$7,578.31 for the Non-Uniform Pension Plan in 2023. Motion carried.**

Discussion on approval to donate to 2023 Local Government Farmland Preservation Matching Funds Campaign. **A motion made by Rick Kline, seconded by Tracey Charest, to approve donating \$200.00 to 2023 Local Government Farmland Preservation Matching Funds Campaign. Motion carried.**

Request made to approve setting Thursday, October 27, 2022, from 6 PM to 8PM as ‘Trick or Treat Night’. **A motion made by Rick Kline, seconded by Justin Shuey, to approve setting Thursday, October 27, 2022, from 6 PM to 8PM as Trick or Treat Night; rain date being consistent with Lebanon County’s rain date. Motion carried.**

ASSISTANT SECRETARY – *Jodi Swisher* – No Report.

MS4 – No Report.

INFRASTRUCTURE IMPROVEMENTS – *Tom Keefer, Mayor Quairol, Rick Kline*; Infrastructure projects covered under engineer’s report.

Discussion regarding decision to schedule a public meeting for the Market St. Project. Council decided to schedule meeting on October 24, 2022, beginning at 6:30 p.m. in the borough building meeting room to discuss Market St. Project. Discussion followed.

GRANTS –*D. Quairol, Jeff Schott & Justin Shuey* – Borough awaits hearing results from CDBG Grant submitted before August 31, 2022. The grant; approximately \$200,000.00 planned for new curbing between Mulberry St. & Strawberry St. (north & south side), bringing the sidewalks out 10 ft.

Borough waits on results from ARLE Grant (\$100,000.00) application to place flashing lights crosswalks on Market St.

Borough waits on results from Local Share Account Gaming Funds Grant (\$25,000.00) applied for playground equipment.

PARK & RECREATION – *Tracey Charest* – Tracey Charest reported purchase of a Santa Suit.

Discussion opened for approval on Children’s Halloween Dance 10/22/22 from 6PM - 8PM, budget amount not to exceed \$200.00. **A motion made by Don Raiger, seconded by Jeff Schott, to approve Children’s Halloween Dance on 10/22/22 from 6PM to 8PM, at a budget amount not to exceed \$200.00; paid from Park Fund. Motion carried.**

PERSONNEL – *Rick Kline, Don Raiger & Mayor Quairol* – Rick Kline requested a formal approval to hire Donna Bickle as a ‘full-time’ Crossing Guard due to resignation of Elaine Aungst. **A motion made by Rick Kline, seconded by Don Raiger, to approve hiring Donna Bickle as a ‘full-time’ Crossing Guard due to the resignation of Elaine Aungst. Motion carried.**

COST REDUCTION AND FINANCES – *Don Raiger, Tom Keefer, & D. Quairol* – Discussion opened regarding an employee request for direct deposit on payroll. Direct deposit decision placed on next Planning Workshop meeting. No further update regarding opening a credit card account with Jonestown Bank & Trust Company.

CODES & CODE ENFORCEMENT – *Mayor Quairol, Tom Keefer & Tracey Charest* – No report.

ORDINANCE COMMITTEE – *Jeff Schott, Mayor Quairol & Don Raiger* – Mayor Quairol continues researching placement of mailboxes on West Market St. Discussion followed.

NEW BUSINESS – Tom Keefer opened discussion regarding a GoGov ap which gives the ability for borough to communicate with residents with information/events happening in the area. The cost of the ap is \$3,600.00 the first year. Council will review the information and placing this on next Planning Workshop meeting agenda. Discussion followed.

OLD BUSINESS – Tracey Charest continues working on information regarding Town Banner’s.

Upon motion and second, Council adjourned into executive session at 7:51 p.m.

Respectfully submitted,

Joan Keefer, Secretary/Treasurer