

# September 3, 2019 Council Meeting

The regular meeting of Jonestown Borough Council was held on the above date, beginning 7:00 p.m., with President Robin Wolferd presiding. Council attending were: Rick Kline, Don Raiger, Tom Keefer, David Charest, Jeff Schott and Kathy Price. Also attending were Mayor Joe Quairoli, Attorney Colleen Gallo, Engineering Representative; Erik Harmon, Assistant Secretary/Treasurer; Kim Longenecker & Secretary/Treasurer; Joan Keefer.

## **APPROVAL - MINUTES/TREASURER'S REPORT**

**A motion was made by Rick Kline, seconded by Tom Keefer, to approve the August 6, 2019 Council Meeting Minutes. Motion carried.**

**A motion was made by Kathy Price, seconded by David Charest, to approve the Treasurer's Report for the month ending August 30, 2019. Motion carried.**

**SPECIAL GUESTS** – Audrey Shutter shared an event she is planning with the Perseverance Fire Company on Friday, October 25, 2019 to raise money for the American Cancer Society. She requested that Hazel Street be closed from King Street to Mill Street from 4:30pm – 9:00pm for a “Trunk or Treat” event. **A motion was made by Tom Keefer, seconded by David Charest to close Hazel Street from King Street to Mill Street on October 25, 2019 from 4:30pm – 9:00pm for a “Trunk or Treat” event. Motion carried.**

**PUBLIC COMMENT** – Jamie Carl shared her progress on planning the Jonestown Fall Festival for Saturday, September 28, 2019, from 5pm – 9pm at Jonestown Park. She invited council members to volunteer or to set up a booth at the event to give residents an opportunity to talk to council.

**MAINTENANCE** – *Rick Kline, Supervisor – (budget report attached to minutes)* Rick Kline reported as follows:

Rick Kline asked Erik for guidance on what to do with a bill that was paid from the General Fund that was supposed to be paid from the Park Trail Grant Fund. Discussion on the best solution resulted that we will reimburse \$503.37 from the Park Trail Grant Fund back to the General Fund to pay for corrugated pipe with sock and snap tees that was for the Park Trail project.

Rick Kline requested approval to have the fence re-hung at the tennis courts. **A motion was made by Tom Keefer, seconded by David Charest to have the fence re-hung at the tennis courts by Michael's Fencing at a cost not to exceed \$400, to be paid from the Park Fund. Motion carried**

Rick Kline requested approval for Mark Grumbine to test for his spraying license. **A motion was made by Don Raiger, seconded by Kathy Price to pay the \$70 testing fee for Mark Grumbine to take the spraying applicator exam. Motion carried.**

Rick Kline reported that the monthly expenses were \$214.86.

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

**2017 Sidewalk Inspections (32 West Market Street)** – Colleen Gallo previously sent a letter to the property owner at 32 West Market Street granting 15 days to fix the unresolved issues with their sidewalk repair. The property owner has made no progress. Attorney Gallo will proceed to file paperwork in the Court of Common Pleas.

**MS4-NOI and Waiver Application** – The MS4 NOI (Notice of Intent) and waiver application will be completed next week and submitted to PA DEP. The Borough will need to pay the \$500 filing fee for the application. **A motion was made by Don Raiger, seconded by Tom Keefer to pay the \$500 filing fee for the NOI and waiver application, payable to “Commonwealth of Pennsylvania”, paid from the Stormwater Fund. Motion carried.**

**DCNR Grant – Park Trails** – The contract has been executed. The Borough received the grant amendment (additional \$6,500) and approval to construct from DCNR. Joan is to request another partial payment from DCNR at this time. The pre-construction meeting is on Monday, September 9, 2019 at 8:00am

**Blackberry Street CDBG Application** – LHAI prepared a cost opinion for the grant application that separates East and West Blackberry. LHAI prepared the grant application and collected site photos. Tom requested that Erik add in South Fisher Street to the application for it to also get paved. The income surveys were handed in by Joan Keefer on August 30, 2019.

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East Swatara Drive (Dirt, Gravel, & Low Volume Roads Grant) – Erik reported that the contractor will be on-site later this month to re-seed.

2019 Paving Projects - Erik reported that the project is substantially complete, and that Pennsy Supply will seed along the new curbs later this month.

Chestnut Street Paving (CDBG Funding) – Work is tentatively to start in late September. Erik asked if the Borough wanted LHAI to do a video log of Chestnut Street before construction starts. **A motion was made by Tom Keefer, seconded by Rick Kline to pay LHAI to record a video log of Chestnut Street before construction starts, and also to record a video log before construction starts when it's raining at a cost not to exceed \$200. Motion carried.**

City of Lebanon Authority – Market Street Water Main Replacement – Erik reported that the project is supposed to be done by the end of October, but the road won't get repaved until Spring or Summer of 2020. Robin requested for Kim Longenecker to contact the Tour deVita group to inform them of the road construction on Market Street for their bike race on September, 22. Erik will request the contractor not to stage large equipment on Borough Streets from now on. LHAI requested PennDOT to notify the Borough prior to PennDOT performing inspections along East Market Street.

ADA Curb Ramps for Water Main Replacement – Two additional curb ramps were identified by PennDOT that need replaced; Southeast corner of Mulberry and East Market, Southwest corner of King and East Market. CoLA wanted to know if the Borough would pay for the two additional curb ramps. Council decided to not pay for the curb ramps. Erik will inform Mike Long at CoLA.

NLCA Sanitary Sewer Force Main Relocation – Erik reported that crack sealant on the walking path still needs to be corrected. Tom talked to Jim Darkes who is working on the problem.

MAYOR – *Joe Quairol* – Progress has been made on site visits for code violations.

SOLICITOR – *Colleen Gallo; Reilly, Wolfson Attorneys at Law* – Attorney Gallo stated that in regards to the Borough providing a handicapped spot to a resident on Market Street, we are not legally bound to give the property owner a handicapped spot. She is still gathering information on this and suggests the Borough make a list of criteria a resident must meet for when this happens in the future.

Colleen notified the Borough that her rate will increase \$5.00 per hour starting in 2020

SECRETARY – *Joan Keefer* – The Lebanon Valley Conservancy requested a donation from the Borough. Robin reported that the Borough has no money in the budget for donations this year, so we will not give them a donation.

Angelo from Ivana's Italian Bistro wants information on putting a pharmacy business in where Ivana's is now. Erik directed to have Angelo call County Planning to schedule a Pre Application meeting.

Joan asked to ratify Resolution #2019-5, application for Blackberry CDBG grant, which was approved at the Planning Workshop Committee meeting on July 22, 2019. **A motion was made by Tom Keefer, seconded by David Charest to ratify Resolution #2019-5. Motion carried.**

Approval was requested for the MMO (Minimum Municipal Obligation) for Non-Uniform Pension Plan/2020 – 2,120 hours @ \$17.40/hour x .0900 + \$20 administrative charge = \$3,339.92. **A motion was made by David Charest, seconded by Rick Kline to approve spending \$3,339.92 for the MMO Pension Plan. Motion carried.**

Approval was requested to hold Trick or Treat night in the Borough on Thursday, October 31, 2019 from 6:00pm – 8:00pm. **A motion was made by Don Raiger, seconded by David Charest to hold Trick or Treat night on October 31, 2019 from 6:00pm – 8:00pm. Motion carried.**

MS4 – No report.

INFRASTRUCTURE IMPROVEMENTS – *Mayor Quairol, Tom Keefer & Rick Kline* – No report.

LOCAL BUSINESS – *Mayor Quairol, Don Raiger & Kathy Price* – No report.

GRANTS – *Don Raiger, Kathy Price & Jeffrey Schott* – Tom Keefer is working on obtaining a Hotel Tax Grant to get money for park improvements.

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**PARK, RECREATION & EVENTS** – *Kathy Price & Jamie Carl; Chairpersons, & David Charest* – Kathy Price reported that there will be volunteers from the E-Free Church helping with the Tree Lighting Ceremony. Robin stated that anyone helping with Parks and Rec events must have their child abuse clearances and background checks on file with the Borough prior to the event.

**PERSONNEL** – *Robin Wolferd, Rick Kline, Don Raiger & Mayor Quairolì* – Robin reported that Noreen Ramsey, crossing guard, is resigning on Friday, September 13, 2019. **A motion was made by David Charest, seconded by Tom Keefer, to accept Noreen Ramsey’s resignation starting September 13, 2019. Motion carried.** David Charest volunteered to purchase a gift card as a thank you. Kim Longenecker will research and see what was done in regards to thanking the last crossing guard who retired. **A motion was made by Tom Keefer, seconded by David Charest to advertise for a new crossing guard position in the Merchandiser and on Facebook. Motion carried.**

**COST REDUCTION AND FINANCES** – *Don Raiger, David Charest & Jeffrey Schott* – No report.

**CODES & CODE ENFORCEMENT** – *Mayor Quairolì, David Charest & Tom Keefer* – David Charest reported that he has questions on the new IPMC process and would like to have a meeting with Brad Douple, code officer. Mayor Quairolì offered to set up a meeting with Brad.

**ORDINANCE COMMITTEE** – *Mayor Quairolì, Robin Wolferd, Don Raiger & Kathy Price* – No report.

**NEW BUSINESS** – Tom Keefer brought up dates to hang the lights on the Christmas tree.

Tom asked Colleen how the invoices should be handled for the Union Township Grant. Colleen suggests that we should make copies of all invoices spent and present them to Union Township upon completion of the project.

**OLD BUSINESS** – Joe would like to include in his article for the newsletter, that the Borough now owns the grass lot at 49 West Market Street and that a Christmas tree be planted there.

Robin discussed the payment plan for rent at Ono Fire Station for the Life Lion ambulance. It was originally to be split 6 ways evenly between the municipalities involved. The Borough requests that the payment be divided per capita instead of split 6 ways. Robin will contact Jen at Swatara Township to let her know what the Borough is requesting.

The Borough’s PayPal account is due to expire. Don and Joan will investigate to take the necessary steps to keep the account up to date.

Tom Keefer will ask the arborist in assisting with the Christmas tree, to help with replanting the 3 trees in the Park.

Rick Kline reported that the green waste yard is completely full and will need to be ground. **A motion was made by Rick Kline, seconded by Tom Keefer to have North Lebanon Township grind the green waste at a cost not to exceed \$4,000. Motion carried.** Rick said that if we only have the green waste yard open when the maintenance workers are here, 7:00am – 3:30pm, it will help with the yard getting so full so quickly.

Upon motion and second, Council adjourned into Executive Session at 8:52 p.m.

Respectfully submitted,

Kim Longenecker, Assistant Secretary/Treasurer