

March 5, 2024, Council Meeting

Jonestown Borough Council held meeting on the above date, beginning at 6:30 p.m., President Tom Keefer presiding. Council members attended: Justin Shuey, Madisyn Breiner, Rick Kline, Jeff Schott, Donnette Quairoli & Jay Young. Also attending: Mayor Joe Quairoli, Attorney Colleen Gallo, Engineer; John Poff, Secretary/Treasurer; Joan Keefer & Office Assistant; Jodi Swisher.

APPROVAL - MINUTES/TREASURER'S REPORT - A motion made by Madisyn Breiner, seconded by Donnette Quairoli, to approve January 2, 2024, Council Meeting Minutes. Motion carried.

A motion made by Donnette Quairoli, seconded by Justin Shuey, to approve Treasurer's Report, as presented to council, month ending January 31, 2024. Motion carried.

SPECIAL GUESTS – Lee Campbell, Deb Cornelius & Heather Palkovic will be placed on the March 25, 2024, Planning Workshop agenda to present final plans to install lights on the Jonestown American Legion Ballfield.

Mike Brunner, President of Jonestown Little League requested permission to hang banners/signs on sheds & fence at the J-1 field. Discussion followed. A motion made by Jeff Schott, seconded by Jay Young, to approve allowing Jonestown Little League to hang vinyl signs on sheds & fence of the J-1 ballfield from current time, through end of June 2024. Motion carried. Opening day is April 20, 2024, at South Hills Park, Lebanon.

PUBLIC COMMENT – Dan Arnold from Twin Creeks Development has a concern regarding dogs off leash, in Jonestown Park, harming the public, and requested signs be placed at the entrance to the park off S. Mill St. Council will consider placing additional “dogs are to be on a leash” signs in the park.

MAINTENANCE – Tom Keefer, Supervisor – No report.

BOROUGH ENGINEERING REPRESENTATIVE – John Poff, Engineer (*report attached to minutes*). Update on last month's involvement from Light-Heigel & Associates, Inc. on following items of interest to Borough:

TASA Grant – Market Street Project, Design Criteria report was submitted to Penn DOT & approved as the basis for presentation to Penn DOT's Design/Safety Committee. On March 6, 2024, at 9:00 a.m., LHAI team will meet & present report to committee, and provide minutes to borough council. After meeting, technical review takes place.

DCNR Grant – Park – Pre-construction meeting is tentatively scheduled for Monday, March 18, 2024, at 10:30 a.m. with Site Contractor & Playground Equipment installer.

PARK/PLAYGROUND PHASE II – DCED GRANT – John Poff met with playground equipment representative & council representatives, Tom Keefer & Rick Kline to review installation of additional playground equipment at the current volleyball court location in Jonestown Park. The volleyball court will be relocated to another area in the park. Light-Heigel & Associates, Inc. will assist the borough with a cost estimate to apply for Phase II of the project (moving volleyball court). Tom Keefer reported Madisyn Breiner is working on the DCED grant, requesting approval to submit the DCED grant application, to include a \$100.00 application fee, paid from Park Fund. A motion made by Tom Keefer, seconded by Donnette Quairoli, to give approval to Madisyn Breiner to submit the DCED application, to include a \$100.00 application fee, paid from Park Fund. Motion carried. Discussion continued regarding a meeting scheduled March 6, 2024, with Penn DOT Design/Safety Committee.

MAYOR – Joe Quairoli – Mayor Quairoli officiated a wedding March 1, 2024: John Daubert & Cheryl Delion Snyder. Mayor Quairoli will officiate a wedding on March 30, 2024: Brandon Blatt & Katelyn Burrows.

Mayor Quairoli reported contacting Representative Russ Diamond's office regarding Rt. 72 bridge's anticipated closure April 4, 2024, possibly lasting to November 2024. PennDOT has a provision in their contract for additional signage on truck restrictions in this area. PennDOT will enact signage if there is a problem. Discussion followed.

SOLICITOR – Colleen Gallo; Reilly, Wolfson Attorneys at Law – Colleen Gallo requested council approve resolution #2024-05, disposing of records according to the Record Retention Plan. A motion made by Tom Keefer, seconded by Donnette Quairoli, to approve resolution # 2024-05, disposal of records according to the Record Retention Plan. Motion carried.

Sharon Mehaffey, borough resident, requested the borough contact Swift Trucking & Wal-Mart about Rt. 72 bridge closure. Discussion followed. Both distribution centers have been contacted about travel restrictions.

Colleen Gallo asked if Veri Fios Internet is in the Jonestown area. Discussion followed.

SECRETARY – Joan Keefer – A request was made for approval to accept Joan Keefer's resignation letter, as Jonestown Borough Secretary Treasurer as of May 31, 2024. A motion made by Donnette Quairoli, seconded by Rick Kline, to approve accepting Joan Keefer's resignation letter, as Jonestown Borough Secretary Treasurer as of May 31, 2024. Motion carried.

OFFICE ASSISTANT – Jodi Swisher - No report.

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MS4 – Light-Heigel & Associates, Inc. continues working on MS3 waiver expiring Nov 2024. Waiver must be submitted 6 months prior to expiration date.

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

GRANTS – *D. Quairoli & Justin Shuey* – Decision to approve applying for DCED Greenways Trail & Recreation Program Grant \$250,000/15% match - Feb 1, 2023 - May 31, 2024, was approved in engineer's report.

PARK & RECREATION – *Madisyn Breiner* – Rick Kline reported hearing from DCNR, and the borough was approved for \$30,000.00 additional funding for Jonestown Park playground relocation project.

A request was made for approval to have Northern Lebanon High School Alumni Band, Music in the Park event on Friday, 8/16/24. **A motion made by Madisyn Breiner, seconded by Donnette Quairoli, to approve having Northern Lebanon High School Alumni Band event; Music in the Park on Friday, 8/16/24. Motion carried.**

PERSONNEL – *Mayor Quairoli, Justin Shuey & Madisyn Breiner*– Mayor Quairoli reported receiving 32 applications for Borough Administrator position. On Thursday, March 7, 2024, at 6:00 p.m. the committee will meet to review & pre-screen applications to schedule interviews.

COST REDUCTION AND FINANCES – *Rick Kline, Donnette Quairoli & Tom Keefer* – No report.

ORDINANCE COMMITTEE – *Jeff Schott & Mayor Quairoli* – Colleen Gallo reviewed the Lock Box Ordinance, having no concerns about the changes made to the ordinance. Discussion followed. A change (sprinkler system, key lock box & automatic fire alarm system) was made to provide clarification. A request was made to authorize Colleen Gallo to properly advertise the Lock Box Ordinance. **A motion made by Tom Keefer, seconded by Jeff Schott, to approve authorizing Colleen Gallo to properly advertise the Lock Box Ordinance, including the change. Motion carried.**

CODES & CODE ENFORCEMENT – *Mayor Quairoli, Tom Keefer & Jay Young* – Mayor Quairoli reported scheduling a meeting with a Queen St. property owner, Colleen Gallo, & Code Enforcement on 3/26/24, at 6:30 p.m. A proposed calendar for regular code committee meetings was distributed to the committee.

At Planning Workshop Committee meeting, discussion was held regarding single family homes re-structured into multi-family units. Mayor Quairoli identified 30-32 of these properties on Market St. and will pass this information along to Julie Cheyney, Lebanon County Planning Department to continue the process.

Discussion followed regarding property at 157 E. Market Street under violation. Council decided on Jodi Swisher to contact the property owner regarding the remaining fee owed.

NEW BUSINESS – No Report.

OLD BUSINESS – Discussion regarding a decision to use a grant writer has been removed from the agenda.

The new Borough Website (jonestownpa.org) was presented for council to view & provide comments.

Street sweeping is scheduled for week of May 20, 2024.

Upon motion & second, Council adjourned at 8:07 p.m.

Respectfully submitted,

Joan Keefer, Secretary/Treasurer