

**BOROUGH OF JEFFERSON
COUNCIL REGULAR MEETING**

MONDAY, JANUARY 7, 2019

P.O. Box 146 • 48 Baltimore St. • Codorus • PA 17311
York County • Pennsylvania

In Attendance-Council:

President Dave Loeffler
Vice-President Frank Thomas
Pro-Tem Daniel Kauffman
Councilwoman Anne Loeffler
Councilman Zach Thoman

In Attendance:

Mayor Jim Sanders
Solicitor Devon Myers, CGA Law Firm
Engineer Cory McCoy, C.S. Davidson
Secretary/Treasurer Janny Graham

In Attendance-Other:

Marlyn Stauffer, Resident
Yvonne Geiger, Resident

John Runge, Gordon L. Brown Engineers
Rick & Kim Rohrbaugh

1. CALL TO ORDER AND PLEDGE TO THE FLAG

Vice-President Loeffler called the January 7, 2019 regular meeting of the governing body to order at 7:00 p.m. and led the pledge to the flag.

2. ELECTION OF COUNCIL PRESIDENT

- a) Councilman Thoman made the **motion** to nominate Dave Loeffler for Council President, Councilman Thomas seconded and the motion passed 5-0.
- b) Councilwoman Loeffler made the **motion** to nominate Frank Thomas for Vice-President, Councilman Thoman seconded and the motion passed 5-0.
- c) Councilman Thomas made the **motion** to nominate Daniel Kauffman for Pro-Tem, Councilman Thoman seconded and the motion passed 5-0.

3. APPOINTMENTS – BY RESOLUTION NO. 2019-01

- a) Councilman Thoman made the **motion** to nominate Kevin Baum for Vacancy Board Chairman, after discussion Councilman Thoman rescinded his motion. Councilman Thoman will contact several people before the next council meeting.
- b) Councilwoman Loeffler made the **motion** to appoint Dave Loeffler for Open Records Assistant, Councilman Thoman seconded and the motion passed 5-0.
- c) Councilwoman Loeffler will continue to be the YATB Representative and the TCC Representative. Daniel Kauffman was appointed to YATB Representative Alternate and the TCC Representative Alternate.
- d) Councilwoman Loeffler made the **motion** to approve Resolution of Appointments No. 2019-01 with the new appointments, Councilman Kauffman seconded and the motion passed 5-0.

4. DECEMBER 3, 2018 MINUTES

Councilwoman Loeffler made the **motion** to approve the December 3, 2018 Minutes, Councilman Thomas seconded and the motion passed 5-0.

5. PUBLIC COMMENTS

- a) Engineer John Runge representing Raber Drive Development reviewed the sketch plans showing the vehicle template examples. Council agreed to the radius waiver. The curbing and stormwater issues were not agreed upon and Engineer Runge and the owners agreed to do an analysis and sketch plan to show more control of any drainage issues for the development. Sketch will be submitted to Borough Engineer for review.

6. SOLICITOR'S REPORT

- a) Resolution No. 2019-03 – Affirms the December 3 Appointment of Daniel Kauffman to Council. Councilwoman Loeffler made the **motion** to approve Resolution No. 2019-03, affirming the appointment of Daniel Kauffman to Borough Council with the term ending 1/6/2020, Councilman Thoman seconded and the motion passed 5-0.
- b) Resolution No. 2019-02 – Amended Fee Schedule. Councilwoman Loeffler made the **motion** to approve Resolution No. 2019-02, the Amended Fee Schedule, Councilman Thomas seconded and the motion passed 5-0.
- c) Act 156 of 2018 – Amendment to the Sunshine Act regarding Executive Sessions.
- d) Bidding Thresholds for 2019 – Changes for 2019 were reviewed.
- e) 49 York Street – Letter was sent to residents with the extended completion date of March 3, 2019.

7. ENGINEER'S REPORT

- a) 2018 Street Improvements/Storm Drain Installation – Project will continue in spring.

Solicitor and Engineer Left Meeting – 9:00 pm.

8. PLANNING COMMISSION

- a) No Scheduled Meeting for January

9. TREASURER'S REPORT

- a) Cash Flow Report, Budget vs. Actual Report, Income & Expense Reports for December – Councilwoman Loeffler made the **motion** to accept the Treasurer's Report, Councilman Kauffman seconded and the motion passed 5-0.

10. JEFFERSON CODORUS JOINT SEWER AUTHORITY REPORT

- a) January 2, 2019 Meeting Report. Councilman Kauffman gave a brief report.
- b) Next Meeting – April 3, 2019

11. ZONING/PERMIT REPORT

- a) Permit & Ordinance Violations – Reviewed December report.

12. MAYOR'S REPORT

- a) Possible Code Violations – Discussion of Borough Ordinances regarding variations of B&B type businesses.

13. COMMITTEE REPORTS / COMMITTEE ASSIGNMENTS

- a) Building, Property and Supply – Chairperson D. Loeffler
 - Maintenance List – January was reviewed.
 - Culvert on Burns Road – On hold.
 - Borough Windows – No new action.
 - Cannon Touch Up – No new action.
- b) Finance – Chairperson A. Loeffler
 - YATB – Reviewed report from YATB.
- c) Lights, Water & Gas – Chairperson Thoman
- d) Public Safety and Welfare – Chairperson A. Loeffler
 - JVFC – Councilman Thomas attended JVFC Meeting and reported on concerns along with various activities within the Fire Company.
- e) Solid Waste and Sewer – Chairperson F. Thomas
- f) Streets & Sidewalks – Chairperson D. Loeffler

14. NEW BUSINESS

- a) Councilman Thoman made the **motion** to pay President Loeffler president wages for the past three months for taking care of the Council President duties, Councilman Kauffman seconded and motion passed 5-0.
- b) Councilwoman Loeffler made the **motion** to make a policy when the duties of the president has to be filled temporarily for a at least a month by a council member that the council member should be compensated with the rate of the president’s wages, Councilman Kauffman seconded and the motion passed 5-0.

15. OLD BUSINESS

- a) York County Stormwater Authority Implementation Plan (LGC Meeting) – Meeting to be scheduled for February 12 or 14 for all council members

16. PUBLIC COMMENTS – None

17. CORRESPONDENCE

- a) PSAB Update – Newsletter January

18. MEETING AND TRAININGS

Organization	Subject	Date
YCPC	Monthly Meeting	Jan. 15, 7:00 pm
JCJSA	Sewer Authority Next Meeting	April 3, 7:00 pm
YCDES	Quarterly Training for 2019 (Dept. of Emergency Services)	Jan. 9 & 12, 2019
YCDES	IS Classes for NIMS: http://www.training.fema.gov/IS/crslist.asp	
PSAB	Education Courses: www.classes.boroughs.org	PSAB Courses
PSAB	Webinars: www.boroughs.org	PSAB Training
PA LTAP	Local Technical Assistance Program – Classes Available (PennDot)	LTAP Website

19. ADJOURNMENT – Councilman Thoman made the **motion** to adjourn at 10:20 pm., Councilman Kauffman seconded and the motion passed 5-0.

Respectfully Submitted,

Janny Graham, Borough of Jefferson Secretary