

**BOROUGH OF JEFFERSON
COUNCIL REGULAR MEETING**

MONDAY, OCTOBER 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
Devon Myers, CGA Law Firm
Engineer Chris Tom, C.S. Davidson
Secretary/Treasurer Janny Graham

In Attendance-Other:

Trooper S. Taylor, PA State Police
Anne Seitz-Brown, Glatfelter Library

1. CALL TO ORDER AND PLEDGE TO THE FLAG

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

2. SEPTEMBER 3, 2019 MINUTES

Councilwoman Loeffler made the **motion** to approve the September 3, 2019 Minutes, Councilman Thomas seconded and the motion passed 4-0.

3. PUBLIC COMMENTS

- a) Glatfelter Memorial Library – Board Member Ann Seitz-Brown was in attendance and gave report for services offered by library.
- b) State Trooper Taylor attended and gave incident report for the past year and discussed services and some issues with council.

4. SOLICITOR'S REPORT

- a) Ordinance No. 2019-01 (Amending Chapter 107, Property Maintenance-Section 107-2) – Councilwoman Loeffler made the **motion** to approve Ordinance No. 2019-01, Councilman Kauffman seconded and the motion passed 4-0.

5. ENGINEER'S REPORT

- a) 2018 Street Improvement (Driveways and Seeding by Trump Landscaping) – Councilman Kauffman made the **motion** to accept Trump Invoice minus 10% and include a restoration warranty, Councilman Thomas seconded and the motion passed 4-0.
- b) Borough Building Windows – Final proposed drawings were reviewed and the next step would prepare bidding documents.
- c) Burns Road Sewer Manhole – JCJ Sewer authority checked the manhole has been determined that it is not a problem created by the sewer lines but the road has dipped. Borough will be responsible for repairs.
- d) Hanover/Cedar Street Creek – Repairs to the creek are needed and there is a grant program possibly available. Councilwoman Loeffler made the **motion** to have engineer move forward with grant application, Councilman Thoman seconded and the motion passed 5-0.

Councilman Thoman arrived at 7:45 pm during the Engineer's Report.

Solicitor and Engineer Left Meeting – 8:30 pm.

6. PLANNING COMMISSION

- a) No September meeting.

7. TREASURER'S REPORT

- a) Cash Flow Report, Budget vs. Actual Report, Income & Expense Reports for September – Councilwoman Loeffler made the **motion** to accept the Treasurer's Report, Councilman Thoman seconded and the motion passed 5-0.
- b) 2020 Borough Budget – Councilman Thoman made the **motion** to advertise the 2020 Proposed Borough Budget, Councilman Thomas seconded and the motion passed 5-0.
- c) Close 2018 Street Improvements People's Bank Account – Councilman Thomas made the **motion** to close the bank account since it is no longer needed, Councilman Thoman seconded and the motion passed 5-0.
- d) Council approved to pay the Trump Lawncare Services invoice from the general funds.

8. JEFFERSON CODORUS JOINT SEWER AUTHORITY REPORT

- a) Next Meeting – November 6, 2019

9. ZONING/PERMIT REPORT

- a) Permit & Ordinance Violations – Reviewed and discussed the September report.

10. MAYOR'S REPORT

- a) State Police 3rd Quarter Report – Reviewed during public comments.

11. COMMITTEE REPORTS / COMMITTEE ASSIGNMENTS

- a) Building, Property and Supply – Chairperson D. Loeffler
 - Maintenance List – October list was reviewed.
 - Truck Purchase – Councilman Thomas reported on information he acquired regarding a 2019 Ford F250. Councilwoman Loeffler made the **motion** to have Councilman Thomas to proceed with the purchase of the truck but to try and negotiate a few more items, Councilman Kauffman seconded and the motion passed 5-0.
 - USDA Grant Project for Building – Discussion regarding options.
- b) Finance – Chairperson A. Loeffler
 - YATB – Received the monthly EIT report for review.
- c) Lights, Water & Gas – Chairperson Thoman.
 - Street LED Light Research – No report.
- d) Public Safety and Welfare – Chairperson F. Thomas
 - Reported on Fire Company
 - JVFC 2020 Lottery Calendar
 - Dutch Supper – November 2 & 9
- e) Solid Waste and Sewer – Chairperson D. Kauffman
- f) Streets & Sidewalks – Chairperson D. Loeffler. – Street curbs need to be paint this next year.

12. NEW BUSINESS

- a) SPCA of York County – 2020 Animal Care and Housing Agreement. Councilman Thoman made the **motion** to accept the York County SPCA 2020 Agreement, Councilman Kauffman seconded and the motion passed 5-0.
- b) Commonwealth Code Inspection Service, Inc. – Councilwoman Loeffler gave a report of the information gathered regarding the Code inspection company.
- c) YCBA Annual Meeting – Annual meeting is November 9, 2019. President Loeffler, Councilwoman Loeffler, Mayor Sanders and Paula Sanders will be attending.

13. OLD BUSINESS

- a) Blighted Property 22 York Street – In Progress.

14. PUBLIC COMMENTS – No Comments

15. CORRESPONDENCE

- a) PSAB Update
- b) Senator Kristin Phillips-Hill – RE: House Bill 103
- c) YCDES – Advisory Committee Meeting (October 10 @ 11:00 am)
- d) PennDot – Winter Partnership Meeting (October 24 @ 9:00 am)
- e) PA Governor’s Occupational Safety & Health Conference 2019 (October 28-29, 2019)
- f) YC Transportation Coalition Meeting (October 17 @ 9:00 am)

16. MEETING AND TRAININGS

	Organization	Subject	Date
	YCDES	Advisory Committee Meeting	Oct. 10, 11:00 am
	PSAB	Fall Leadership Conference	Oct. 11-13, 2019
	YCPC	Monthly Meeting	Oct. 15, 7:00 pm
	YCTC	Meeting at Porters Sidling Fire Company	Oct. 17, 9:00 am
	PennDot	Winter Partnership Meeting	Oct. 24, 9:00 am
	PA Governor	Governor’s Occupational Safety & Health Conference	Oct. 28-29
	JVFC	Dutch Suppers	Nov. 2 & 9, 2019
	PA	Municipal Election	Nov. 5, 7am – 8pm
	JCJSA	Next Sewer Authority Meeting	Nov. 6, 7:00 pm
	YCBA	Annual Meeting at The Great American Saloon	Nov. 9, 6:00 pm
	FEMA	NIMS Training and Exams http://www.fema.gov/nims-training	NIMS Courses
	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

17. ADJOURNMENT – Councilman Thomas made the **motion** to adjourn at 10:25 pm., Councilman Thoman seconded and the motion passed 5-0.

Respectfully Submitted,

Janny Graham, Borough of Jefferson Secretary