

BOROUGH OF JEFFERSON COUNCIL MEETING

MONDAY, NOVEMBER 2, 2015

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

York County • Pennsylvania

In Attendance-Council:

President Marlyn Stauffer
Vice President Dave Loeffler
Councilwoman Dawn Roser
Councilwoman Anne Loeffler
President Pro Tem Amy LeVault

In Attendance:

Mayor Jim Sanders
Solicitor Glenn Smith, CGA Law Firm
Engineer Chris Toms, C.S. Davidson
Secretary/Treasurer Janny Graham

Absent:

Councilman Sam Jackson

1. PLEDGE TO THE FLAG

President Marlyn Stauffer called the November 2, 2015 regular meeting of the governing body to order at 7:00 p.m. and led the pledge to the flag.

2. OCTOBER 5, 2015 MINUTES

a) Councilman Loeffler made the **motion** to approve the October 5, 2015 Minutes, Councilwoman Roser seconded and the motion passed 5-0.

3. PUBLIC COMMENTS

Mike Warner, renting property located at 31 York Street, inquired about Borough Business Licenses and the zoning requirements. He was instructed to contact our Zoning Officer Wayne Smith.

4. SOLICITOR'S REPORT

a) Amending Zoning Ordinance #2015-01 – YCPC reviewed ordinance and approved changes made to the ordinance. Councilman Loeffler made the **motion** to advertise for a hearing at 7:00 pm on December 7, preceding our regular council meeting, Councilwoman Roser seconded, and the motion passed 5-0.

5. ENGINEER'S REPORT

- a) Dollar General Store – PennDot TIS Scoping Meeting was attended by Engineer McCoy. Based on anticipated vehicle trips generated, neither a traffic impact study or assessment will be required.
- b) Floodplain Ordinance – Engineer and Solicitor agree that their suggestion is no new Floodplain Ordinance is necessary.
- c) Engineer Report – 5 Year Road Maintenance Plan, council will review 2016 list for discussion at the December meeting.
- d) Repairs for the Basketball Court – Engineer Toms will check on a price.

Engineer left meeting at 7:30 pm.

6. 2016 BUDGET

a) Southwestern Regional Police Dept. – Councilwoman LeVault gave a review of the meeting that was held with Chief Bean. Councilwoman Loeffler made the **motion** to present information of costs and services of police coverage to the community at a town meeting early in 2016, Councilwoman LeVault seconded and the motion passed 5-0.

Solicitor left meeting at 7:40 pm.

- b) Council reviewed 2016 Budget.
- c) Councilwoman Loeffler made the **motion** to advertise the 2016 Budget, Councilman Loeffler seconded and the motion passed 5-0.

7. PLANNING COMMISSION – Nothing to Report

8. TREASURER’S REPORT

- a) Cash Flow Report, Budget vs. Actual Report, Income & Expense Reports for October – Councilwoman Loeffler made the **motion** to accept the Treasurer’s Report, Councilwoman LeVault seconded and the motion passed 5-0.
- b) Memo Regarding Reserve Funds – Council will review information and discuss at December’s council meeting.

9. JEFFERSON CODORUS JOINT SEWER AUTHORITY REPORT

- a) Operations Update – Rates will increase for 2016.

10. ZONING/PERMIT OFFICE

- a) Permit Report – Reviewed.
- b) Ordinance Violations Report – Reviewed.

11. MAYOR’S REPORT – Nothing to Report

12. COMMITTEE REPORTS / COMMITTEE ASSIGNMENTS

- a) Building Property & Supply – Chairperson
 - Maintenance List – November list was reviewed.
 - Insurance on Artifacts – Letter has been sent to Mr. Taylor for quotes of value for artifacts.
 - Square Progress –
 - Flower pots have been removed and pillars need to be replaced. Councilwoman LeVault will get quotes for some pillars.
 - Posts and Benches have one coat of paint.
 - Swell at Maintenance Shed (Straw) – Will still need to be fixed at some point.
 - Play Ground Park Area – Parts have been obtained to fix chain link back stop.
 - Play Ground Area – Court & Play Equipment needs repairs.
 - Flooring for Building – Have received estimates and will progress to final decision.
 - Building Interior Walls – Received an estimate and will proceed.
 - Old Bush Hogg – Will review with Solicitor at next meeting.
- b) Finance – Chairperson A. Loeffler & CoChairperson A. LeVault
 - YATB – Report is filed in office.
- c) Lights, Water & Gas – Chairperson Roser
 - Electric Outlets on Square – In progress.
- d) Public Safety and Welfare – Chairperson A. Loeffler
 - Cameras on Square – Continue to gather information.
 - JVFC – Councilwoman Loeffler gave report of service.
- e) Solid Waste & Sewer – Chairperson A. LeVault
- f) Streets & Sidewalks – Chairperson D. Loeffler
 - Storm Drain Map Layout – In progress.
 - Street Names & Measurements for Ordinance Draft of “No Parking Signs” – In progress.

13. NEW BUSINESS

- a) York County SPCA – 2016 Animal Care & Housing Agreement. Councilwoman LeVault made the **motion** to continue service with York County SPCA, Councilwoman Loeffler seconded and the motion passed 5-0.
- b) Ordinance No. 2015-02 (2016 Tax Ordinance) – Councilwoman LeVault made the **motion** to advertise Ordinance No. 2015-02 (2016 Tax Ordinance), Councilwoman Roser seconded and the motion passed 5-0.
- c) 2016 Meeting Schedule – Councilwoman Loeffler made the **motion** to advertise the 2016 Meeting Schedule, Councilwoman LeVault seconded and the motion passed 5-0.
- d) Park and Recreation Donation/Fee (SALDO) – Councilwoman Loeffler made the **motion** to include the “Park and Recreation Donation/Fee in with the Borough Fee Schedule, Councilwoman LeVault seconded and the motion passed 5-0.
- e) Councilwoman Loeffler discussed setting up the meetings for the Sesquicentennial for 2016.
- f) PSAB Meeting Leadership Conference – Councilwoman Loeffler and Councilman Loeffler attended this year’s Conference. They gave a report of information that was discussed.

14. OLD BUSINESS

- a) Mail Box Placement Issues – Table for later discussion.

15. PUBLIC COMMENTS

- a) Council received a note of appreciation from Darlene Stauffer.

16. CORRESPONDENCE

#	Organization	Subject	Date
6	YCDES	Shelter Training (Conducted by the Red Cross)	Nov. 14 (9 am)
7	YCBA	Annual Meeting	Nov. 14 (6 pm)
8	PSAB	Education Courses: www.classes.boroughs.org	
9	PSAB	Webinars: www.boroughs.org Upcoming Webinars: Sign Management Update Winter Maintenance Operations	

17. ADJOURNMENT

Councilman Loeffler made the **motion** to adjourn at 9:45 pm., Council seconded and the motion passed 5-0.

Respectfully Submitted,

Janny Graham, Borough of Jefferson Secretary