

BOROUGH OF JEFFERSON
COUNCIL REGULAR MEETING
MONDAY, NOVEMBER 5, 2018
P.O. Box 146 • 48 Baltimore St. • Codorus • PA 17311
York County • Pennsylvania

In Attendance-Council:

Vice President Dave Loeffler
President Pro-Tem Frank Thomas
Councilwoman Anne Loeffler

Absent-Council:

Councilman Zach Thoman

Marlyn Stauffer, Resident
Daniel Dab, Resident
Seth Rohbaugh, Resident
Kevin Baum, Resident

In Attendance:

Mayor Jim Sanders (Arrived 8:05pm)
Solicitor Devon Myers, CGA Law Firm
Engineer Chris Toms, C.S. Davidson
Secretary/Treasurer Janny Graham

In Attendance-Other:

Pat Roser, Resident
Daniel Kauffman, Resident
Jess Rohrbaugh, Resident

1. CALL TO ORDER AND PLEDGE TO THE FLAG

Vice-President Loeffler called the November 5, 2018 regular meeting of the governing body to order at 7:00 p.m. and led the pledge to the flag. Vice-President Loeffler called for a moment of silence for the victims of the Pittsburgh Synagogue Shooting on October 27.

2. APPROVE MARLYN STAUFFER'S RESIGNATION FROM COUNCIL

Councilman Thomas made the **motion** to accept the resignation of Marlyn Stauffer, Councilwoman Loeffler seconded and the motion passed 3-0.

3. REVIEW CANDIDATES FOR COUNCIL VACANCY

Council reviewed four candidates for the vacancy and decision was made to continue to evaluate until next council meeting. The candidates that submitted a written request are Daniel Kauffman, 62 Baltimore Street; Daniel Dab, 23 S. Cherry Street; Seth Rohrbaugh, 49 York Street. Kevin Baum, 45 Baltimore Street attended meeting and made a verbal request.

4. OCTOBER 1, 2018 MINUTES

Councilman Thomas made the **motion** to approve the October 1, 2018 Minutes, Councilwoman Loeffler seconded and the motion passed 3-0.

5. PUBLIC COMMENTS

Seth Rohrbaugh of 49 York Street presented a petition with signatures asking council to allow the 38-foot wide driveway he installed to remain. The petition is in response to the Borough's Enforcement Notice of the violation to the Jefferson Borough Zoning Ordinance Section 198-29. The Commonwealth Court of Pennsylvania reversed the variance that the Zoning Hearing Board granted to the Rohrbaugh's stating the Zoning Hearing Board does not have the authority to modify or amend the terms of a zoning ordinance therefore the driveway is not in compliance with the borough ordinance.

6. SOLICITOR'S REPORT

- a) 49 York Street Violation – Council gave an extension of the Enforcement Notice completion until next borough meeting.
- b) PIB Loan for Street Improvements – Funds were received and deposited into an account designated for the loan.
- c) Property on north west corner of South Burns Road and Raber Drive – Engineer researched property deeds along with information and the conclusion shows the property in question belongs to the original owners, Clay and Dorothy Snyder, Deed Book 44-I, Page 418, Dated March 3, 1957. Solicitor will send letter to family members to inform them that the area will need to be maintained.

- d) Ordinance No. 2018-03 (2019 Tax Rate) – Councilman Thomas made the **motion** to advertise Ordinance No. 2018-03, 2019 Tax Rate, Councilwoman Loeffler seconded and the motion passed 3-0.
- e) EMA Radio Lease Agreement – Amendment to the Lease Agreement. Councilwoman Loeffler made the **motion** to approve the amendment to the EMA Radio Agreement, Councilman Thomas seconded and the motion passed 3-0.
- f) Municibid – Bid on Truck, Plow, Salt Spreader. Councilman Thomas made the **motion** to accept the bid in the amount of \$15,755.00, Councilwoman Loeffler seconded and the motion passed 3-0.

7. ENGINEER’S REPORT

- a) Recognition for Engineer Chris Toms – New title, Chief Operating Officer for C.S. Davidson.
- b) 2018 Street Improvements/Storm Drain Installation – The drainage project has been started and will be completed in Spring 2019 along with the paving projects. Councilwoman Loeffler made the **motion** to approve paying a portion of the Application for Payment, Councilman Thomas seconded and the motion passed 3-0. Councilman Thomas made the **motion** to approve Change Order #2 (adding 370 S.Y. for temporary trench paving, Councilwoman Loeffler seconded and the motion passed 3-0.
- c) Culvert on Burns Road. – Ready to proceed with repairs.

Solicitor and Engineer Left Meeting – 8:15 pm.

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, Councilman Thomas seconded and the motion passed 3-0.
- b) Signer Change for Borough Bank Accounts – Councilwoman Loeffler made the **motion** to have Marlyn Stauffer removed as a signer for the Borough Bank Accounts, Councilman Thomas seconded and the motion passed 3-0.

9. JEFFERSON CODORUS JOINT SEWER AUTHORITY REPORT

- a) Next meeting is scheduled for November 7, 2018.

10. ZONING/PERMIT REPORT

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

11. MAYOR’S REPORT

- a) Potential Code Violations – Mayor reported on a possible abandoned vehicle. He also stated that the “No Parking” signs have been helpful.

12. COMMITTEE REPORTS / COMMITTEE ASSIGNMENTS

- a) Building, Property and Supply – Chairperson D. Loeffler
 - Maintenance List – November was reviewed.
 - Shed Painting – Has been completed.
 - Shed Parking Lot – H & H will complete in the spring.
 - Borough Windows – No new action.
 - Cannon Touch Up – No new action.
- b) Finance – Chairperson A. Loeffler
 - YATB – Councilwoman Loeffler was unable to attend meeting but reported from minutes that were received.
- c) Lights, Water & Gas – Chairperson Thoman
 - Raber Drive Light Pole – Council approved to allow Raber Drive Development to include replacement of street light when the development puts in the street lights for the development. Resident is putting in a temporary light for the area.

- d) Public Safety and Welfare – Chairperson A. Loeffler
 - JVFC – Councilman Thomas attended JVFC Meeting and gave a brief report.
 - Spring Grove Ambulance – Received an email regarding some changes that have been made.
 - Spring Grove Ambulance – September & October Call Log Sheet reviewed.
- e) Solid Waste and Sewer – Chairperson F. Thomas
- f) Streets & Sidewalks – Chairperson D. Loeffler

13. NEW BUSINESS

- a) 2019 Budget Final Approval – Councilwoman Loeffler made the **motion** to approve the 2019 budget, Councilman Thomas seconded and the motion passed 3-0.
- b) 2019 Meeting Schedule – Councilwoman Loeffler made the **motion** to advertise the 2019 Borough’s meeting schedules, Councilman Thomas seconded and the motion passed 3-0.
- c) 2019 YC SPCA Agreement – Councilwoman Loeffler made the **motion** to accept the 2019 York County SPCA Agreement, Councilman Thomas seconded and the motion passed 3-0.
- d) November 11 (Sunday) – In honor of the end of WWI a gentleman will play the bagpipes at 6:00 am on the Jefferson Circle.
- e) Lights on the Square – A resident has asked if we could retro fit the lights on the circle. We will research.

14. OLD BUSINESS

- a) York County Stormwater Authority Implementation Plan (LGC Meeting) – The next meeting is Thursday, November 8 at 6:30 pm.
- b) 2018 PSAB Fall Leadership Conference – Councilwoman Loeffler gave a report of attending the conference.
- c) Planning Commission Vacancy – Need to fill 1 position, term ending 12/31/19.
- d) Zoning Hearing Board Member Vacancy – Need to fill 1 position, term ending 12/31/18

15. PUBLIC COMMENTS – None

16. CORRESPONDENCE

- a) PSAB Update – Newsletter
- b) PSAB Legislative Update – Emergency Procurement Bill Signed into Law

17. MEETING AND TRAININGS

Organization	Subject	Date
JCJSA	Sewer Authority Meeting (Wednesday)	Nov. 7, 7:00 pm
YCPC	LGC Meeting – Public (Storm Water Authority)	Nov. 8, 6:30 pm
PennDOT	PennDot Connects (Discussion on transportation Projects)	Nov. 13, 4:30 & Dinner
YCPC	Monthly Meeting	Nov. 20, 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

18. ADJOURNMENT – Councilwoman Loeffler made the **motion** to adjourn at 9:15 pm., Vice President Loeffler seconded and the motion passed 3-0.

Respectfully Submitted,

Janny Graham, Borough of Jefferson Secretary