

BOROUGH OF JEFFERSON
COUNCIL REGULAR MEETING
MONDAY, DECEMBER 3, 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
Councilman Zach Thoman

In Attendance:

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

In Attendance-Other:

Marlyn Stauffer, Resident
Kevin Baum, Resident
Daniel Dab, Resident
Daniel Kauffman, Resident
Seth Rohrbaugh, Resident
Mike Wallen, Employee

John McLucas, Zoning/Code Officer
Conrad Eiben, ZHB Chairman
Dan Gibson, PC Chairman
Mrs. Zach Thoman, Resident
Hetal Patel
Stacey MacNeal, Attorney

1. CALL TO ORDER AND PLEDGE TO THE FLAG

Vice-President Loeffler called the December 3, 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 do to the death of George H. W. Bush, the 41st President of the US.

2. APPOINT CANDIDATE FOR COUNCIL VACANCY

- a) The floor was opened for nominations, Councilman Thomas nominated Kevin Baum to be appointed to the council vacancy, Councilman Thoman seconded and the vote was taken 2-2, Councilwoman Loeffler and Vice President Loeffler voted no. Councilwoman Loeffler nominated Daniel Kauffman, Vice President Loeffler seconded and the vote was taken 2-2, Councilman Thoman and Councilman Thomas voted no. Councilman Thoman nominated Seth Rohrbaugh and there was no second, nomination was closed. Mayor Sanders was asked for his vote to break the tie for the nomination of Kevin Baum, Mayor Sanders voted no and the vote was 2-3. Mayor Sanders was asked for his vote to break the tie for the nomination of Daniel Kauffman, Mayor Sanders voted yes and the vote was 3-2. Daniel Kauffman was appointed by a 3-2 vote to the council vacancy with the term ending 12/31/19 and the remaining two years will be open for the elections that will be held at the end of 2019.
- b) The Oath of Office was given by Mayor Sanders to Daniel Kauffman.

3. NOVEMBER 5, 2018 MINUTES

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

4. PUBLIC COMMENTS

- a) John McLucas, Code Enforcement Officer was in attendance. Gave a brief report and announced that his last day as Code Enforcement Officer will be Friday, December 7.
- b) 10 Acre Property on Berlin Street – Hetal Patel and her Attorney, Stacey MacNeal, were in attendance to present an idea for a Drug and Alcohol Detox Facility for the property on Berlin Street. Council agreed they would allow additional information to be presented.

5. SOLICITOR'S REPORT

- a) 49 York Street Violation – Councilwoman Loeffler made the **motion** to sustain Council's decision to enforce the removal of the extra width of driveway at 49 York Street, Vice President Loeffler seconded and the motion passed 4-1 with Councilman Thoman voting no. Council agreed to give 90 days to comply. Engineer Toms will check regarding PennDot's requirement for right-of-way.
- b) Property on north west corner of South Burns Road and Raber Drive – Solicitor was unable to find a deed for the property. Item will be tabled for now.
- c) Ordinance No. 2018-03 (2019 Tax Rate) – Councilman Thomas made the **motion** to adopt Ordinance No. 2018-03, 2019 Tax Rate, Councilwoman Loeffler seconded and the motion passed 5-0.
- d) Brokenshire Heavy Snow Removal Agreement – Councilwoman Loeffler made the **motion** to approve Brokenshire Agreement, Councilman Thoman seconded and the motion passed 5-0.
- e) Solicitor Fees for the PIB Loan – Council agreed to wait till the 2018 Street Project is completed before using any of the State Funds for Solicitor Fees.

6. ENGINEER'S REPORT

- a) 2018 Street Improvements/Storm Drain Installation – Councilwoman Loeffler made the **motion** to pay Application for Payment #2 from H&H Contractors, Councilman Kauffman seconded and the motion passed 5-0.
- b) Raber Drive Development – The development engineer has submitted two waivers regarding the development. Borough engineer discussed what concerns may be involved in regards to the waivers. The request for the waivers will be presented to the Borough Planning Commission at their next meeting.

Solicitor and Engineer Left Meeting – 9:15 pm.

7. PLANNING COMMISSION

- a) Next Meeting is Scheduled December 19 to review the Raber Drive Development Waivers.

8. TREASURER'S REPORT

- a) Cash Flow Report, Budget vs. Actual Report, Income & Expense Reports for November – Councilwoman Loeffler made the **motion** to accept the Treasurer's Report, Councilman Thomas seconded and the motion passed 5-0.
- b) Disbursement of the 2000 Ford Truck Funds Received – Council agreed to place the funds in the Borough Reserve Account for a new vehicle.
- c) SEK & Co. 2018 Audit Agreement – Councilwoman Loeffler made the **motion** to accept the audit agreement, Councilman Thoman seconded and the motion passed 5-0.

9. JEFFERSON CODORUS JOINT SEWER AUTHORITY REPORT

- a) Next meeting is scheduled for January 2, 2018. Councilwoman Loeffler made the **motion** to appoint Daniel Kauffman to fill the position that was held by Jim Sanders on the sewer authority starting January 2019 and ends December 31, 2022, Councilman Thomas seconded and the motion passed 5-0.

10. ZONING/PERMIT REPORT

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

11. MAYOR'S REPORT

- a) Possible Code Violations – Reviewed information.

12. COMMITTEE REPORTS / COMMITTEE ASSIGNMENTS

- a) Building, Property and Supply – Chairperson D. Loeffler
 - Maintenance List – December 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 – No meeting for previous month and reviewed monthly report.
- c) Lights, Water & Gas – Chairperson Thoman
- d) Public Safety and Welfare – Chairperson A. Loeffler
- JVFC – Councilman Thomas attended JVFC Meeting and gave a brief report.
- e) Solid Waste and Sewer – Chairperson F. Thomas
- f) Streets & Sidewalks – Chairperson D. Loeffler
- Snow Plowing Update

13. NEW BUSINESS

- a) Codorus Area Historical Society – Councilwoman Loeffler made the **motion** to give another key card for the entrance to the Historical Society, Councilman Thomas seconded and the motion passed 5-0.

14. OLD BUSINESS

- a) York County Stormwater Authority Implementation Plan (LGC Meeting) – York County is working on scheduling municipal work sessions.
- b) Planning Commission Vacancy – Councilwoman Loeffler made the **motion** to appoint Jim Sanders to the Planning Commission with the term ending 12/31/19, Councilman Kauffman seconded and the motion passed 4-1 with Councilman Thoman voting no.
- c) Zoning Hearing Board Member Vacancy – Need to fill 1 position, term ending 12/31/18

15. PUBLIC COMMENTS – None

16. CORRESPONDENCE

- a) PA Dept. of General Services – PA Surplus Property
- b) Give Local York – Banner Request
- c) YCPC – YC Long Range Transportation Plan
- d) Spring Grove Borough Christmas Party Invitation – December 21 @ 12:00 pm
- e) PSAB Update – Newsletter December
- f) PSAB – What is the Value of Your PSAB Membership
- g) PSAB Legislative Update – Stormwater Management Bill

17. MEETING AND TRAININGS

| Organization | Subject | Date |
|--------------|--|-------------------|
| YCPC | Monthly Meeting | Dec. 18, 7:00 pm |
| JCJSA | Sewer Authority Next Meeting | Jan. 2, 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 – Councilman Thoman made the **motion** to adjourn at 10:15 pm., Councilman Thomas seconded and the motion passed 5-0.

Respectfully Submitted,

Janny Graham, Borough of Jefferson Secretary