

BOROUGH OF JEFFERSON
COUNCIL REGULAR MEETING
MONDAY, FEBRUARY 3, 2020
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

Absent:

Councilman Zach Thoman

In Attendance:

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

In Attendance-Other:

Troy Snyder, Jefferson Fire Company Chief

1. CALL TO ORDER AND PLEDGE TO THE FLAG

President Loeffler called the February 3, 2020 regular meeting of the governing body to order at 7:00p.m. and led the pledge to the flag.

2. JANUARY 6, 2020 MINUTES

Councilwoman Loeffler made the **motion** to approve the January 6, 2020 Minutes, Councilman Thomas seconded and the motion passed 4-0.

3. PUBLIC COMMENTS

a) Jefferson Volunteer Fire Company Annual Report – Chief Troy Snyder was in attendance and gave an annual report from the Jefferson Volunteer Fire Company. Number of calls were down in 2019.

4. SOLICITOR’S REPORT

a) Outstanding Invoice (56 Baltimore St.) – Working to get mailing address.

5. ENGINEER’S REPORT

- a) N. Pine Stream Restoration – Engineer is continuing to look for possible grants. Reviewed and discussed permit requirements and repair options regarding the pipe.
- b) Jefferson Street – It is not included with liquid fuels report.
- c) Burns Road – Engineer will set up bid specs for spring work.

Solicitor and Engineer Left Meeting – 7:45 pm.

6. PLANNING COMMISSION

a) No January Meeting

7. TREASURER’S REPORT

a) Cash Flow Report, Budget vs. Actual Report, Income & Expense Reports for January – Councilwoman Loeffler made the **motion** to accept the Treasurer’s Report, Councilman Kauffman seconded and the motion passed 4-0.

8. JEFFERSON CODORUS JOINT SEWER AUTHORITY REPORT

- a) Next Meeting – April 1, 2020
- b) Borough Position Vacancy – Term Ending 12/31/2020

9. ZONING/PERMIT REPORT

- a) Permit & Ordinance Violations – January Report reviewed.
- b) Ordinance Code Enforcement – 22 Hanover Street
- c) Property Maintenance Code Meeting – Councilwoman Loeffler reported that the committee has attended one meeting and she reviewed what was discussed. The next meeting is scheduled for February 25, 7:00pm.

10. MAYOR'S REPORT

11. COMMITTEE REPORTS / COMMITTEE ASSIGNMENTS

- a) Building, Property and Supply – Chairperson D. Loeffler
 - Maintenance List – February was reviewed.
 - Tree & Limb Clean Up at Borough Park – Councilman Thomas made the **motion** to hire someone to clean up the branches and limbs that have been cut down and request the Kreiner's to help pay for the cost, Councilman Kauffman seconded and the motion passed 4-0.
 - Truck inspection – Councilman Thomas informed council that the borough has a free life time inspection for the new 2019 truck at Gene Latta Ford.
- b) Finance – Chairperson A. Loeffler
 - YATB & TCC – Councilwoman Loeffler attended both meetings and gave an update of current actions.
- c) Lights, Water & Gas – Chairperson Z. Thoman
- d) Public Safety and Welfare – Chairperson F. Thomas
 - JVFC – Councilman Thomas attended JVFC and turned in report.
- e) Solid Waste and Sewer – Chairperson D. Kauffman
- f) Streets & Sidewalks – Chairperson D. Loeffler

12. NEW BUSINESS

- a) 2020 Elected Officials Seminar on Emergency Management – Meeting scheduled for February 22, 2020 at 9:00 am.
- b) G402 Incident Command System (ICS) Overview – Scheduled for March 21, 2020 at 8:00 am.
- c) State Ethics Statement of Financial Interest – Due May 1, 2020.
- d) Dirt & Gravel Roads Certification – June 2 & 3, 2020.
- e) LGAC Meeting – Attended meeting and discussed possible changes to the organization.

13. OLD BUSINESS

- a) Personnel Manual – Continue to review and make corrections.

14. PUBLIC COMMENTS – None

15. CORRESPONDENCE

- a) PSAB Update
- b) YCBA 9/26/2019 Minutes
- c) Penn Waste Acquisition – Confirmation letter received.
- d) Invitation to a Meet & Greet February 13 – Representative Kate Klunk
- e) 2019 PA Property Tax for Rent Rebate Program

16. MEETING AND TRAININGS

Organization	Subject	Date
Rep. Klunk	Meet & Greet (Hanover, PA Office)	Feb. 13, 4:30-6:00 pm
YCPC	Monthly Meeting (3 rd Tuesday)	Feb. 18, 7:00 pm
PSAB	Boot Camp – Elected Municipal Officials (York County)	Feb. 21 & 22
YCDES	2020 Seminar on Emergency Management	Feb. 22, 9:00 am
YCDES	Incident Command System (ICS) Overview	Mar. 21, 8:00 am
JCJSA	Sewer Authority Meeting	April 1, 7:00 pm
YCPC	York County Transportation Coalition Meeting	April 30, 9:00 am
PennDot	Dirt, Gravel and Low Volume Roads – Training Certification	June 2-3, 2020
PSAB	Annual Conference @ Hershey Lodge	June 7-10, 2020
YCDES	NIMS Training & Exams: http://www.fema.gov/nims-training	
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 Kauffman made the **motion** to adjourn at 9:20 pm., Councilman Thomas seconded and the motion passed 4-0.

Respectfully Submitted,

Janny Graham, Borough of Jefferson Secretary