

BOROUGH OF JEFFERSON
COUNCIL REGULAR MEETING
MONDAY, MARCH 2, 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
Councilman Zach Thoman

In Attendance:

Solicitor Steve McDonald, CGA Law Firm
Engineer Cory McCoy, C.S. Davidson
Mayor Jim Sanders
Secretary/Treasurer Janny Graham

In Attendance-Other:

Kevin Baum, Resident

1. CALL TO ORDER AND PLEDGE TO THE FLAG

President Loeffler called the March 2, 2020 regular meeting of the governing body to order at 7:00 pm and led the pledge to the flag.

2. FEBRUARY 3, 2020 MINUTES

Councilwoman Loeffler made the **motion** to approve the February 3, 2020 Minutes, Councilman Thomas seconded and the motion passed 5-0.

3. PUBLIC COMMENTS

a) No Comments

4. SOLICITOR'S REPORT

- a) 37 & 43 Berlin Street Special Exception Zoning Hearing – The Jefferson Zoning Hearing Board approved the application for a special exception to permit an entertainment rental company in the Residential Outlying District.
- b) Outstanding Invoice (56 Baltimore St.) – Letter of notice to pay from solicitor was sent and was not returned.
- c) Resolution No. 2020-02 (PC Appointment) – Councilwoman Loeffler made the **motion** to approve Resolution No. 2020-02 to appoint Jim Sanders to the Planning Commission for a 4-year term, Councilman Kauffman seconded and the motion passed 5-0.

5. ENGINEER'S REPORT

- a) N. Pine Stream Restoration – Councilwoman Loeffler made the **motion** to allow the engineer to submit for a DEP Permit, Councilman Thoman seconded and the motion passed 5-0.
- b) Burns Road Bid Specs – Reviewed bid specs proposal from engineer. Councilwoman Loeffler made the **motion** to approve the engineer to proceed with acquiring bids, Councilman Kauffman seconded and the motion passed 5-0. Engineer will bring bid quotes for next council meeting.

Solicitor and Engineer Left Meeting – 7:45 pm.

6. PLANNING COMMISSION

- a) February 19 Meeting – Council reviewed the minutes from the Planning Commissions meeting. Items on the agenda were the special exception application for the Zoning Hearing Board and a request to review the previous Rosewood Development plan.

7. TREASURER'S REPORT

- a) Cash Flow Report, Budget vs. Actual Report, Income & Expense Reports for February – Councilwoman Loeffler made the **motion** to accept the Treasurer's Report, Councilman Thomas seconded and the motion passed 5-0.

8. JEFFERSON CODORUS JOINT SEWER AUTHORITY REPORT

- a) Next Meeting – April 1, 2020
- b) Borough Position Vacancy – Term Ending 12/31/2020. Mayor Sanders has agreed to fill the position temporarily until a person can be appointed.

9. ZONING/PERMIT REPORT

- a) Permit & Ordinance Violations – No Report
- b) Ordinance Compliance Officer – No Report

10. MAYOR'S REPORT

- a) State Police – Reviewed the information from the PSAB Legislative Update.

11. COMMITTEE REPORTS / COMMITTEE ASSIGNMENTS

- a) Building, Property and Supply – Chairperson D. Loeffler
 - Maintenance List – March was reviewed
- b) Finance – Chairperson A. Loeffler
 - YATB & TCC – No meeting to report.
- c) Lights, Water & Gas – Chairperson Z. Thoman
 - Street Light Outage – Corner of Starlite and Highland is out and has been submitted to MetEd.
 - Corner of Burns and Highland Street Light – Chairperson Thoman will research cost for installing light at corner.
- d) Public Safety and Welfare – Chairperson F. Thomas
- e) Solid Waste and Sewer – Chairperson D. Kauffman
- f) Streets & Sidewalks – Chairperson D. Loeffler
 - Tractor License – Our maintenance person made inquiries and the information he received from the State Police was that the tractor does not require a vehicle license.

12. NEW BUSINESS

- a) Jefferson Volunteer Fire Company – Councilman Thoman made the **motion** to approve the 2020 Non-Emergency Activities for the JVFC, Councilman Kauffman seconded and the motion passed 5-0.
- b) YCBA – Quarterly Meeting/Dinner March 26, 6:30 pm, at the Dallastown Fire Company. Councilwoman Loeffler and Mayor Sanders will attend.
- c) Municipal Grant Seminar Hosted by Senator Kristin Phillips-Hill – It will be on April 9, 2020 from 6:00 pm – 8:00 pm at York County School of Technology's Auditorium. Councilwoman Loeffler and Councilman Kauffman are planning on attending.

13. OLD BUSINESS

- a) Property Maintenance Code – The committee met on February 25th along with our Zoning and Code Enforcement Officer and our new Ordinance Compliance Officer. The committee received good information and will continue to work towards a recommendation for council.

14. PUBLIC COMMENTS

- a) No Comments

15. CORRESPONDENCE

- a) PSAB Update
- b) PSAB Insurance Programs – Elected Officials and Employees

16. MEETING AND TRAININGS

	Organization	Subject	Date
	YCPC	Monthly Meeting (3 rd Tuesday)	Mar. 17, 7:00 pm
	YCDES	Incident Command System (ICS) Overview	Mar. 21, 8:00 am
	YCBA	Quarterly Meeting – Dinner	March 26, 6:30 pm
	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	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 – Councilwoman Loeffler made the **motion** to adjourn at 8:55 pm., Councilman Thoman seconded and the motion passed 5-0.

Respectfully Submitted,

Janny Graham, Borough of Jefferson Secretary