

**BOROUGH OF JEFFERSON
COUNCIL REGULAR MEETING**

MONDAY, MAY 2, 2016

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

In Attendance-Council:

President Marlyn Stauffer
President Pro Tem Amy LeVault
Councilman Zachary Thoman

Absent:

Vice President Dave Loeffler
Councilwoman Anne Loeffler

In Attendance:

Solicitor Devon Myers, CGA Law Firm
Engineer Chris Toms, C.S. Davidson 7:05
Secretary/Treasurer Janny Graham

Absent:

Mayor Jim Sanders

Others in Attendance:

Conrad Eiben – PC Chairman
Jerry Stallman – Stallman & Stallman Eng.

1. CALL TO ORDER AND PLEDGE TO THE FLAG

President Marlyn Stauffer called the May 2, 2016 regular meeting of the governing body to order at 7:00 p.m. and led the pledge to the flag.

2. APRIL 4, 2016 MINUTES

a) Councilwoman LeVault made the **motion** to approve the April 4, 2016 Minutes, Councilman Thoman seconded and the motion passed 3-0.

3. PUBLIC COMMENTS – None

4. SOLICITOR'S REPORT

- a) Resolution 2016-05 – Terminate Ordinances #1997-1 (8 York St. Handicap Parking) and Ordinance #2006-03 (14 York St. Handicap Parking). Councilwoman LeVault made the **motion** to terminate Ordinances #1997-1 & #2006-03 by Resolution 2016-05, Councilman Thoman seconded and the motion passed 3-0.
- b) Resolution 2016-06 – Handicap Parking at 2nd York Street. Councilman Thoman made the **motion** to approve the Handicap Parking at 2nd York Street by Resolution 2016-06, Councilwoman LeVault seconded and the motion passed 3-0.
- c) Dollar General Store Final Plans – All conditions have been satisfied and Council signed the final plans.
- d) Council requested Solicitor to research information regarding vehicles that are in violation of Borough Ordinance but are parked on state roads.
- e) Council requested Solicitor to research information to charge residents a fee for not moving their vehicle(s) for street cleaning.
- f) Solicitor responded to last month's question regarding property rezoning and/or adding a new zone within the Borough and the process. There are a number of requirements that would need to be met before approval so there would be costs and time involved.

5. ENGINEER'S REPORT

a) 2016 Road Improvements – Stewart and Tate were sent Notice to Proceed on April 25, 2016. It is the Engineer's recommendation to use General Funds this year to pay for road improvements and roll the State Funds into the next year's budget.

6. PLANNING COMMISSION

a) Planning Commission Meeting (April 20, 2016) – Chairman Eiben gave report of the April 20 meeting regarding the Rosewood Development Plan which will expire July 2, 2016. Mr. Stallman,

Engineer for the development was in attendance for the purpose to discuss possible options and changes to the plans and property use. Meeting was for discussion only. The next Planning Commission meeting is May 18.

- b) Mr. Stallman was in attendance at our regular Council Meeting to discuss ideas for the Rosewood Development and to share his ideas and opinions for possible options to the property. Council will review ideas and discuss at next meeting.
- c) Planning Commission Vacancy – Term ends 2017. Will readdress at June meeting.

Solicitor & Engineer left meeting at 8:35 pm.

7. TREASURER’S REPORT

- a) Cash Flow Report, Budget vs. Actual Report, Income & Expense Reports for April – Councilwoman LeVault made the **motion** to accept the Treasurer’s Report, Councilman Thoman seconded and the motion passed 3-0.

8. JEFFERSON CODORUS JOINT SEWER AUTHORITY REPORT

- a) Operations Update – Waiting for approval on Bond.

9. ZONING/PERMIT OFFICE

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

10. MAYOR’S REPORT

- a) Mayor’s Quarterly Marriage Report – 2016 1st Qtr (No Report)

11. COMMITTEE REPORTS / COMMITTEE ASSIGNMENTS

- a) Building Property & Supply – Chairperson Loeffler
 - Maintenance List – May
 - Park Area – Court & Play Equipment needs new slide. Councilwoman LeVault made the **motion** to approve the purchase of a new slide with the cost not to exceed \$1500.00, Councilman Thoman seconded and the motion passed 3-0.
- b) Finance – Chairperson A. Loeffler & CoChairperson A. LeVault
- c) Lights, Water & Gas – Chairperson Thoman
- d) Public Safety and Welfare – Chairperson A. Loeffler
 - Cameras on Square – President Stauffer will submit purchase of Cameras.
- e) Solid Waste & Sewer – Chairperson A. LeVault
- f) Streets & Sidewalks – Chairperson D. Loeffler
 - Curb Painting for No Parking – Councilwoman LeVault made the **motion** to contract Spring Grove Borough to paint the curbs in the Borough for “No Parking” areas for this year, Councilman Thoman seconded and the motion passed 3-0.
 - Storm Drain Map Layout – In progress.
 - Street Names & Measurements for Ordinance Draft of “No Parking Signs” – In progress.

12. NEW BUSINESS

- a) Annual Municipal Legal Update Seminar – August 3-4 @ Hershey. President Stauffer will attend.
- b) PSAB Municipal Secretary Training – May 11-12 @ York. Councilwoman LeVault made the **motion** to approve the Secretary to attend the training for May 11-12, Councilman Thoman seconded and the motion passed 3-0.

13. OLD BUSINESS

- a) Sesquicentennial Celebration – Plans are progressing.

14. PUBLIC COMMENTS – No Comments

15. CORRESPONDENCE

Organization	Subject	Date
PSAB	Training – Planning & Zoning Classes	Mar.-May
YCPC	Monthly Meeting	May 17 @ 7 pm
YCCF	2016 Annual Meeting (Community Foundation)	May 23 @ 5 pm
YCBA	YC Borough’s Association - Next Meeting	June 23
PSAB	Annual Conference - Hershey	June 5-8
PSAB	Inside Pennsylvania Boroughs (PCN TV)	June 12
PSAB	2016 Annual Municipal Legal Update	August 3 – 4 @ Hershey
PSAB	Education Courses: www.classes.boroughs.org	
PSAB	Webinars: www.boroughs.org	

16. ADJOURNMENT

Councilwoman LeVault made the **motion** to adjourn at 9:05 pm., Councilman Thoman seconded and the motion passed 3-0.

Respectfully Submitted,

Janny Graham, Borough of Jefferson Secretary