

**BOROUGH OF JEFFERSON
COUNCIL REGULAR MEETING**

MONDAY, MAY 6, 2019

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:

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

In Attendance-Other:

Marlyn Stauffer, Resident
Darlene Stauffer, Tax Collector

Mr. & Mrs. Gary Spangler, Resident

1. CALL TO ORDER AND PLEDGE TO THE FLAG

President Loeffler called the May 6, 2019 regular meeting of the governing body to order at 7:00 p.m. and led the pledge to the flag.

2. APRIL 1, 2019 MINUTES

Councilwoman Loeffler made the **motion** to approve the April 1, 2019 Minutes, Councilman Thomas seconded and discussion was opened by Councilman Kauffman with a concern that information was left out of the public comment. Council accepted the minutes and the motion passed 5-0.

3. PUBLIC COMMENTS

- a) Tax Collector Darlene Stauffer's Resignation – Councilwoman Loeffler made the **motion** to accept the resignation, Councilman Kauffman seconded and the motion passed 5-0. Councilwoman Loeffler commented on the great job that Darlene Stauffer did as Tax Collector with the help of Marlyn for many years and how appreciative the Borough is for their service.
- b) US Flags – We will try to purchase from the VFW.
- c) Tax Collector Appointment – Councilwoman Loeffler made the **motion** to appoint Janny Graham as the Jefferson Tax Collector to fill the vacancy left until the end of this year when a new tax collector may be elected, Councilman Thomas seconded and the motion passed 5-0. Councilman Thoman made the **motion** to pay the Tax Collector the secretary wages along with the tax collector rate for collecting taxes, Councilwoman Loeffler seconded and the motion passed 5-0.

4. SOLICITOR'S REPORT

- a) Amend Ordinance for Junk Cars – Reviewed sample ordinances sent by solicitor. Council will table discussion.

5. ENGINEER'S REPORT

- a) Borough Building Windows – Engineer gave a report on the progress with the windows. They plan to have a draft with specs for the June council meeting to approve and then advertise for bidding.
- b) 2018 Street Improvement – Waiting for H&H to continue the street project.

Solicitor & Engineer Left Meeting – 8:05 pm.

6. PLANNING COMMISSION – No April Meeting

7. TREASURER'S REPORT

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

8. JEFFERSON CODORUS JOINT SEWER AUTHORITY REPORT

- a) Next Meeting – Wednesday, August 7, 2019. Borough will check with Sewer Authority regarding Burns Road issue. Councilman Kauffman gave a report of the last meeting and the progress of the screening project.

9. ZONING/PERMIT REPORT

- a) Permit & Ordinance Violations – No report.

10. MAYOR'S REPORT

- a) No report

11. COMMITTEE REPORTS / COMMITTEE ASSIGNMENTS

- a) Building, Property and Supply – Chairperson D. Loeffler
 - Maintenance List – May list was reviewed. Councilman Thoman opened discussion regarding purchasing a leaf blower for the borough. Councilwoman Loeffler made the **motion** to have the maintenance person buy a battery operated 46-volt leaf blower with charger and extra battery not to exceed \$500, Councilman Kauffman seconded and the motion passed 5-0. Councilman Thoman made the **motion** to purchase neon working shirts for the maintenance person, and Councilman Thomas seconded and the motion passed 5-0.
 - Cannon Touch Up – Paint has been purchased.
 - Memorial Day – Monday May 27, Borough office is closed.
- b) Finance – Chairperson A. Loeffler
 - YATB – Councilwoman Loeffler attended open house and had hand-outs for council.
 - Reviewed report for EIT.
- c) Lights, Water & Gas – Chairperson Thoman.
 - Streetlight out at 62 Baltimore Street.
- d) Public Safety and Welfare – Chairperson A. Loeffler
 - JVFC – Councilman Thomas attended JVFC meeting.
 - ISO Report – Received the report for Public Protection Classification.
 - Discussed dog issue with 26 Baltimore Street. Animal control was contacted by President Loeffler.
 - President Loeffler appointed Councilman Thomas to chair the committee for Public Safety & Welfare and removed Chairperson A. Loeffler.
- e) Solid Waste and Sewer – Chairperson F. Thomas.
 - President Loeffler appointed Councilman Kauffman to chair the committee for Solid Waste and Sewer and removed Chairperson Thomas.
- f) Streets & Sidewalks – Chairperson D. Loeffler
 - Memorial Day Parade – Scheduled for Sunday May 26, at 1:30 – 2:00 pm.

12. NEW BUSINESS

- a) 2018 Audit Report – For review.
- b) 2019 Annual Meeting (May 16) – York County Community Foundation

13. OLD BUSINESS

- a) January 21, 2019 Circle Incident – Invoicing in progress.
- b) Blighted Property 22 York Street – Scheduling a meeting with York County to discuss next possible procedure.

14. PUBLIC COMMENTS – None.

15. CORRESPONDENCE

- a) PSAB – May Newsletter
- b) CGA Law Firm – Legal Process of Land Development and Subdivision in York County

16. MEETING AND TRAININGS

	Organization	Subject	Date
	YCCF	2019 Annual Meeting – York County Community Foundation	May 16, 5:30 pm
	YC	Primary Election	May 21
	YCPC	Monthly Meeting	May 21, 7:00 pm
	PSAB	Annual Conference @ Hershey Lodge	June 9-12, 2019
	JCJSA	Next Sewer Authority Meeting	Aug. 7, 7:00 pm
	PSAB	PA Municipal Legal Update	Aug. 7-8, 2019
	YCDES	IS Classes for NIMS: http://www.training.fema.gov/IS/crslst.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

17. ADJOURNMENT – Councilman Thomas made the **motion** to adjourn at 9:30 pm., Councilman Thoman seconded and the motion passed 5-0.

Respectfully Submitted,

Janny Graham, Borough of Jefferson Secretary