

BOROUGH OF JEFFERSON
COUNCIL REGULAR MEETING
MONDAY, MAY 4, 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-Other

Tim Thoman

In Attendance:

Mayor Jim Sanders
Secretary/Treasurer Janny Graham

Absent:

Solicitor Devon Myers, CGA Law Firm
Engineer Chris Toms, C.S. Davidson

1. CALL TO ORDER AND PLEDGE TO THE FLAG

President Loeffler called the May 4, 2020 regular meeting of the governing body to order at 7:00 pm and led the pledge to the flag. There were 8 people in-attendance and everyone abided by the state guidelines for staying 6 feet apart and wearing a mask throughout the borough meeting.

2. APRIL 6, 2020 MINUTES

Councilwoman Loeffler made the **motion** to approve the April 6, 2020 Minutes, Councilman Thoman seconded and the motion passed 5-0.

3. PUBLIC COMMENTS – No Comments

4. SOLICITOR’S REPORT

- a) Real Estate Property Tax Relief – Councilman Kauffman made the **motion** to approve Resolution 2020-03 to implement provisions of Act 15 of 2020 relating to property tax relief, Councilwoman Loeffler seconded and the motion passed 5-0.
- b) 56 Baltimore Property Lien – Council agreed that the lien remains until invoice is paid for violation.

5. ENGINEER’S REPORT

- a) Burns Road Repair Project – H&H will try to schedule work by the end of May.

6. PLANNING COMMISSION – No Report

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 Thomas seconded and the motion passed 5-0.

8. JEFFERSON CODORUS JOINT SEWER AUTHORITY REPORT

- a) Next Meeting – August 4, 2020
- b) Borough Position Vacancy – Term Ending 12/31/2020.

9. ZONING/PERMIT REPORT

- a) Permit & Ordinance Violations – Reviewed Permit Report
- b) Borough Violations 4 York Street – Violations were corrected.
- c) New Violations Reported – Council reported new violations which will be turned over to the Ordinance Compliance Officer.

10. MAYOR'S REPORT – No Report

11. COMMITTEE REPORTS / COMMITTEE ASSIGNMENTS

- a) Building, Property and Supply – Chairperson D. Loeffler
 - Maintenance List – May was reviewed.
- b) Finance – Chairperson A. Loeffler
 - YATB & TCC – Meetings have been cancelled temporarily.
- c) Lights, Water & Gas – Chairperson Z. Thoman
- d) Public Safety and Welfare – Chairperson F. Thomas
- e) Solid Waste and Sewer – Chairperson D. Kauffman
- f) Streets & Sidewalks – Chairperson D. Loeffler
 - Street Sweeping – Council decided not to do street sweeping at this time.

12. NEW BUSINESS

- a) Opening Borough Building and Park
 - 1) Protective Covering for Front Desk – Councilwoman Loeffler made motion to allow President Loeffler to proceed getting a second door designed for the office for added security and protection with a maximum price limit of \$2000, Councilman Kauffman seconded and the motion passed 5-0.
 - 2) PPE Items – The front door will need to have a sign for public requiring face mask to be worn before entering.
 - 3) Borough Park Area – Borough will continue to keep the park closed at this time and we will wait to order the portable.
- b) Primary Elections – The Primary Elections have been postponed until June 2 and the borough building will be used for the borough elections.

13. OLD BUSINESS

- a) Maintenance Property Code – The committee has nothing new to report but hopes to work on it in the future.

14. PUBLIC COMMENTS – No Comments

15. CORRESPONDENCE

- a) PSAB Update

16. MEETING AND TRAININGS

	Organization	Subject	Date
	PA State	Primary Elections	June 2
	PSAB	PA Municipal Legal Update	Aug. 5 & 6, 2020
	YCDES	NIMS Training and 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 8:35 pm., Councilman Thoman seconded and the motion passed 5-0.

Respectfully Submitted,

Janny Graham, Borough of Jefferson Secretary
May 4, 2020 Minutes – Approved 6/1/2020