

JEFFERSON BOROUGH COUNCIL MEETING

MONDAY, JUNE 2, 2014

48 Baltimore Street

Jefferson Borough, York County, Pennsylvania

In Attendance:

President Marlyn Stauffer
Vice President Dave Loeffler
Councilwoman Dawn Roser
Councilman Sam Jackson
Councilwoman Anne Loeffler

In Attendance:

Mayor Jim Sanders
Solicitor Glenn Smith
Engineer Chris Toms
Secretary/Treasurer Janny Graham

Absent:

President Pro-Tem Sam Heltzel

1. PLEDGE TO THE FLAG

President Marlyn Stauffer called the June 2, 2014 regular meeting of the governing body to order at 7:03 p.m. and led the pledge to the flag.

2. MAY 5, 2014 MINUTES

Councilwoman Roser made the **motion** to approve the May 5, 2014 minutes, Councilman Jackson seconded and the motion passed 5-0.

3. PUBLIC COMMENTS – No Comments

4. SOLICITOR'S REPORT

- a) New Ordinance for Obstruction or Misuse of Streets – Discussed parking on narrow streets and the cost of adopting an ordinance. Discussion regarding parking at a yellow painted curb, Solicitor will research issue.
- b) Snow Removal Ordinance – Proposed Ordinance 2014-01, An Ordinance amending Chapter 151 of the Borough Code Book to add article V include regulations for the removal of snow and ice from sidewalks. Council will review and table till the July meeting.
- c) Policy for getting reimbursed for Animal Control Charges from Residents – Discussed contract as written and suggestion is to modify next year's contract.
- d) Policy for Time Limit on Speaking at Council Meetings – Proposed Resolution 2014-05, Establishing rules and regulations for the conduct of public meetings of Borough Council. Council will review and table till the July meeting.
- e) Resolution 2014-04 – Councilwoman Loeffler made the **motion** to approve Resolution 2014-04 for the Southwestern Regional Police Department's service at the Jefferson Carnival July 14th through the 19th, Councilwoman Roser seconded and the motion passed 5-0.

5. ENGINEER'S REPORT

- a) 2014 Street Improvements – Contract has been signed with Stewart & Tate, Inc. Engineer will inform council when pre-construction meeting is scheduled.
- b) CFR Partners Townhomes – Councilman Loeffler made the **motion** to retain the \$4400 Public Improvements Security until PennDot has closed the Highway Occupancy Permit #08083373-01, Councilwoman Loeffler seconded and the motion passed 5-0.
- c) Cannon & Gun Pads on Square – Still waiting for dimensions for pads.
- d) Federal Requirement for Plan to Maintain Road Signs – Councilman Loeffler made the **motion** to approve Resolution 2014-06, Declaring a Policy for Assessment and Management of Traffic Sign Retroreflectivity, Councilman Jackson seconded and the motion passed 5-0.
- e) Borough Streets & Speed Limit Signs – Boroughs have a blanket speed limit of 35 mph if there are no signs posted.
- f) Water drainage problem – Concerns were stated regarding the water drainage onto the back lots of York Street between Cedar St. & Burns Rd. Engineer will explore sources to obtain financial aid.

- g) Concern with drainage at 11 E. Sunset View - Engineer will research.
- h) Block Grant Application for ADA Ramps – Application ready to submit by Engineer.
- i) Engine Brake Retarder Prohibition Policy – Research was done and Baltimore & Berlin does not qualify for restrictions.
- j) Hanover Street Sidewalk Project – Solicitor and Engineer will do further research for more specific requirements and guidelines.

8:22 pm Solicitor & Engineer left meeting.

6. PLANNING COMMISSION REPORT

Planning Commission Chairman was in attendance. No new action to report.

7. TREASURER’S REPORT

- a) Cash Flow Report, Budget vs. Actual Report, Income & Expense Reports for May – Councilman Loeffler made the **motion** to approve the Treasurer’s Report, Councilman Jackson seconded and the motion passed 5-0.

8. JEFFERSON CODORUS JOINT SEWER AUTHORITY REPORT – Nothing new to report

9. ZONING/PERMIT OFFICE

- a) Permit Report – Reviewed.
- b) Ordinance Violations Report – Reviewed.
- c) Property Maintenance Code – Council will review International Property Maintenance Code and decide whether to amend the Borough Building Code.

10. MAYOR’S REPORT

- a) Mayor Sanders attended and spoke at the May 25th Memorial Service which attendance was up from last year.

11. COMMITTEE REPORTS / COMMITTEE ASSIGNMENTS

- a) Building Property & Supply – Chairperson Heltzel
 - Maintenance List – Add to June List: Paint curbs yellow, add parking & street lines at borough office.
 - Insurance Coverage for Circle & Artifacts – Contact agent and request meeting with council to get more clarification.
 - Clean up Sewer Hook Up next to Building – Table to next meeting.
 - Maintenance Company for Banners – Received price quotes from Hersh Concepts, Masimore, and Brooks Landscaping. Waiting for response from MetEd before we may proceed.
- b) Finance – Chairperson A. Loeffler
 - Donation Project for the Square/Cannon – We continue to receive donations.
- c) Lights, Water & Gas – Chairperson Roser
 - Light Pole Repairs – Repairs to light pole located at 10 Raber Driver in progress.
 - Electric Supplier – Councilwoman Loeffler made the **motion** to hire Peter Bates with BidUREnergy, to be our agent and sign us for a 36 month contract with First Energy, Councilwoman Roser seconded and the motion past 5-0.
- d) Public Safety and Welfare – Chairperson A. Loeffler
 - Councilwoman Loeffler gave JVFC Report.
- e) Solid Waste & Sewer – Chairperson Jackson
- f) Streets & Sidewalks – Chairperson D. Loeffler
 - Reviewed list of trees needing trimmed & overgrowth of weeds in borough.
 - Highland Road Speed Limit Sign Requested – Secretary will call Codorus Township to inquire about speed limit for Highland Road.

12. NEW BUSINESS

13. OLD BUSINESS

- a) Date for Sesquicentennial (2016) – August 20, 2016 has been designated to be the date for the Jefferson Sesquicentennial celebration.

14. PUBLIC COMMENTS – None

15. YCBA JUNE PICNIC – Marlyn and Darlene Stauffer along with Jim Sanders and Sam Jackson will be attending.

16. CORRESPONDENCE

- 1) YC Dept. of Emergency Services – Threat & Risk Assessment Management-310 (5/13 & 5/14)
- 2) YC Dept. of Emergency Services – Quarterly Training (June 18 @ 7:00 pm.)
- 3) Heroes Tribute – Veterans Memorial Gold Star healing & Peace Garden (6/20/14 @ 5:45 PM)
- 4) PSAB – Requesting support for the passage of Local Police Radar.
- 5) PSAB – Planning Commission Webinar (6/10/14)
- 6) PSAB – PA Municipal Legal Update (August 13 & 14 in Dauphin County)
- 7) PSAB Fall Leadership Conference – in Gettysburg (October 17th – 19th)
- 8) PSAB Municipal Planning Education 2014 Courses – If interested look online www.classed.boroughs.org for more information of classes that are available

17. ADJOURNMENT

Councilman Loeffler made the **motion** to adjourn at 10:22 pm, and the motion passed 5-0.

Respectfully Submitted,

Janny Graham
Jefferson Borough Secretary