

BOROUGH OF JEFFERSON COUNCIL MEETING

MONDAY, JUNE 1, 2015

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

Borough of Jefferson • York County • Pennsylvania

In Attendance-Council:

President Marlyn Stauffer
Vice President Dave Loeffler
President Pro-Tem Sam Heltzel
Councilwoman Dawn Roser
Councilwoman Anne Loeffler
Councilman Sam Jackson

In Attendance:

Engineer Chris Toms, C.S. Davidson
Secretary/Treasurer Janny Graham

Absent:

Mayor Jim Sanders
Solicitor Glenn Smith, CGA Law Firm

In Attendance-Residence:

Conrad Eiben
Amy LeVault

1. PLEDGE TO THE FLAG

President Marlyn Stauffer called the June 1, 2015 regular meeting of the governing body to order at 7:00 p.m. and led the pledge to the flag.

2. MAY 4, 2015 MINUTES

Councilman Loeffler made the **motion** to approve the May 4, 2015 Minutes, Councilwoman Roser seconded and the motion passed 6-0.

3. PUBLIC COMMENTS - None

4. SOLICITOR'S REPORT

a) Resolution 2015-03 – Councilman Loeffler made the **motion** to approve Resolution 2015-03 for police services with the Southwestern Regional Police Department for the 2015 Jefferson Carnival, Councilwoman Loeffler seconded and the motion passed 6-0.

5. ENGINEER'S REPORT

- a) 2014 Street Improvements – Work has been completed and waiting for PennDot which has a back log of permits to sign off on. Engineer's recommendation is to pay the 10% balance owing Stewart & Tate. See below for motion.
- b) Hanover Street Sidewalk Project – Councilwoman Loeffler made the **motion** to pay the final balance for the 2014 Street Improvements to Stewart and Tate and pay Pantano Concrete the balance owing them for the Hanover Street Project with the condition that C.S. Davidson receives the final paper work needed from Pantano Concrete before payment is issued, Councilman Heltzel seconded and the motion passed 6-0.
- c) YCPC Public Meeting for County Stormwater – Engineer reviewed information from meeting and will continue to update council.
- d) Client Appreciation Picnic & Ballgame – Scheduled for June 30 with York Revolution.

Engineer left meeting at 7:15 pm

6. PLANNING COMMISSION

- a) Meeting Scheduled for June 17th – Zoning Variance Application to be reviewed.

7. TREASURER'S REPORT

- a) Cash Flow Report, Budget vs. Actual Report, Income & Expense Reports for May – Councilwoman Loeffler made the **motion** to accept the Treasurer's Report, Councilman Jackson seconded and the motion passed 6-0.

8. INTERNATIONAL PROPERTY MAINTENANCE CODE COMMITTEE

- a) First meeting was held on May 21 at 2:00 pm and committee appointed Conrad Eiben as Chairman. Next meeting is scheduled for June 12 at 10:00 am.

9. JEFFERSON CODORUS JOINT SEWER AUTHORITY REPORT

- a) Operations Update – Nothing new to report.
- b) Borough position held by Stauffer will end December 2015 which will need to be filled by a Borough resident. Terms are for 5 years.

10. ZONING/PERMIT OFFICE

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

11. MAYOR'S REPORT

- a) Nothing to Report.

12. COMMITTEE REPORTS / COMMITTEE ASSIGNMENTS

- a) Building Property & Supply – Chairperson Heltzel
 - Mulch for Park – Councilman Heltzel made the **motion** to donate \$100 in appreciation for the service to the Lion's Club for spreading the mulch around the playground, Councilwoman Roser seconded and the motion passed 6-0.
 - Maintenance List – June List was reviewed.
 - Flags on Square – List of dates was made for the placement of the flags on the circle.
 - Progress on Truck Decals – Decals have been ordered.
 - Insurance on Artifacts – Waiting for quote.
 - Square Progress – WWI Gun will be delivered on Tuesday, June 2, to the Circle. The carriage is not finished but is expected to be done by July 6.
- b) Finance – Chairperson A. Loeffler
 - YATB – Printed report from YATB is filed in the office.
- c) Lights, Water & Gas – Chairperson Roser
 - Outlets on Square – Waiting to be repaired.
 - Pole Bracket Removal and Banner Replacements – Work has not been done. President Stauffer will contact Spring Grove for possible assistance.
- d) Public Safety and Welfare – Chairperson A. Loeffler
 - JVFC – Councilwoman Loeffler will be attending next meeting.
- e) Solid Waste & Sewer – Chairperson Jackson
- f) Streets & Sidewalks – Chairperson D. Loeffler
 - Hanover Street “No Parking” & “Speed Limit” Signs – In progress.
 - Storm Drain Clean Out (\$50.00/Hrly) – In progress.
 - Storm Drain Map Layout – In progress.
 - Street Names & Measurements for Ordinance Draft of “No Parking Signs” – In progress.

13. NEW BUSINESS

- a) Zoning Hearing Scheduled – June 24 for Zoning Variance Application.
- b) PSAB Annual PA Municipal Legal – August 26-27 in Harrisburg.

14. OLD BUSINESS

- a) Mail Box Placement Issues – President Stauffer met with the Spring Grove Postmaster and was instructed that the borough has the right to enforce guidelines for placement of mail boxes as long as the mail can be delivered.

15. PUBLIC COMMENTS - None

16. CORRESPONDENCE

#	Organization	Subject	Date
1	YCBA	Quarterly Meeting	6/25/15
2	YCDES	Dept. of Emergency Serv. Quarterly Training-VOAD, Voluntary Organizations Active in Disaster	July 1 7 pm – 10 pm
3	YAMPO	Next Meeting	June 4 @ 9:00 am
4	PA One Call	Board Meeting	July 22
5	PSAB	2015 Annual PA Municipal Legal Update	Aug. 26 - 27
6	PSAB	PA Municipal Planning Education Institute – Community Planning	May 6 & 13 6:00 – 9:30 pm
7	PSAB	Fall Leadership Conference	Oct. 16 - 18
7	PSATS	PennDot Mandated Flagger Training	May 7 & June 1
8	YC COMM. FOUNDATION	2015 Annual Meeting at Yorktowne Hotel	May 14 5 pm
9	PSAB	Education Courses: www.classes.boroughs.org	
10	PSAB	Webinars: www.boroughs.org	

17. ADJOURNMENT

Councilman Heltzel made the **motion** to adjourn at 8:46 pm., Councilman Loeffler seconded and the motion passed 6-0.

Respectfully Submitted,

Janny Graham, Borough of Jefferson Secretary