

**BOROUGH OF JEFFERSON
COUNCIL REGULAR MEETING**

MONDAY, JUNE 6, 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
Vice President Dave Loeffler
Councilwoman Anne Loeffler

In Attendance:

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

Others in Attendance:

Terry Ruby – YCPC
Conrad Eiben – PC Chairman
Jerry Stallman – Stallman & Stallman Eng.

1. CALL TO ORDER AND PLEDGE TO THE FLAG

President Marlyn Stauffer called the June 6, 2016 regular meeting of the governing body to order at 7:00 p.m. and led the pledge to the flag.

2. MAY 2, 2016 MINUTES

a) Councilman Loeffler made the **motion** to approve the May 2, 2016 Minutes, Councilwoman LeVault seconded and the motion passed 5-0.

3. PUBLIC COMMENTS

a) Terry Ruby, York County Planning Commission – Ms. Ruby gave a presentation regarding the Watersheds in York County and the issues that the municipalities, counties and state are facing. She discussed what plans have been implemented and their goals. The York County Board of Commissioners support the Stormwater Authority Feasibility Study and has charged the YCPC to move forward with an implementation plan to create a Regional Stormwater Organization.

4. SOLICITOR'S REPORT

- a) Resolution No. 2016-07 – Jefferson Carnival Police Contract. Councilwoman Loeffler made the **motion** to approve Resolution 2016-07 which allows the Southwestern Regional Police Department to work for the Jefferson Carnival, Councilwoman LeVault seconded and the motion passed 5-0.
- b) Vehicles Parked in violation of Borough Ordinance – Chapter 107 Property Maintenance in Borough Code, Section 107-6, No junk, debris or junked or abandoned vehicles shall be stored on any premises or property within the Borough. Vehicles may be removed by the Borough.
- c) Non Compliance of Parked Vehicles for Street Cleaning – More research is required.
- d) Borough Personal Property for Sale – Resolution is needed to sale Borough Personal Property. Councilman Loeffler made the **motion** to approve Resolution 2016-08 for the sale of the Borough Bush Hogg (mower), Councilman Thoman seconded and the motion passed 5-0.

5. ENGINEER'S REPORT

- a) Dollar General Store – Engineer reported that Dollar General's plan is to start breaking ground mid to late June.
- b) 2016 Road Improvements – Stewart & Tate has begun with 2016 Road Improvements.
- c) Hidden Driveway Sign Hanover Street – Resident requested a "Hidden Driveway Sign" be placed for safety reasons. Council approved to send letter to PennDot requesting their approval for the sign to be placed on Hanover Street, State Road 3041.

- d) Rosewood Development – The Engineer and Solicitor researched the information regarding the date that the Rosewood Development Preliminary Plan would expire and consensus is the 18 month extension request that was approved by council at the December 1, 2008 meeting would be added to the end of the Permit Extension Act date of July 2, 2016, which would give the Rosewood Preliminary Plan an extension date of January 2, 2018. Mr. Stahlman was in attendance at our meeting and requested a letter with the timeline and dates be sent to him.

Solicitor & Engineer left meeting at 8:00 pm.

6. PLANNING COMMISSION

- a) Planning Commission Vacancy – Councilwoman LeVault made the **motion** to approve Philip Lippy to the Jefferson Borough Planning Commission vacancy with the term ending December 2017, Councilman Loeffler seconded and the motion passed 5-0.
- b) Borough Planning Commission Meeting (May 18, 2016) – Chairman Eiben gave report regarding Rosewood Development. Mr. Stahlman sent a letter with requesting changes and asking for a time extension for the Rosewood Development Preliminary Plans. The Planning Commission’s recommendation is not to approve a time extension at this time, but if the deadline is in the future, there is additional time to consider this request.
- c) Planning Commission will continue to research commercial rezoning in the borough. The next scheduled meeting is Wednesday, June 15.

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, Councilwoman LeVault seconded and the motion passed 5-0.

8. JEFFERSON CODORUS JOINT SEWER AUTHORITY REPORT

- a) Operations Update – Waiting for approval on a new 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 Report for 1st Quarter will be reviewed at next meeting.
- b) PA State Mayors’ Association Annual Conference – July 21 thru 24 @ Gettysburg. Mayor Sanders will attend.

11. COMMITTEE REPORTS / COMMITTEE ASSIGNMENTS

- a) Building Property & Supply – Chairperson Loeffler
 - Maintenance List – June. Meeting scheduled with Jackson at 3:00 Wednesday with Councilman Loeffler and President Stauffer.
 - Sign For Playground Park Area – Ready to install.
 - Park Area Slide – Will be delivered by Thursday or Friday of this week.
 - Bush Hogg – Prepare for Sale.
- b) Finance – Chairperson A. Loeffler & CoChairperson A. LeVault
 - YATB – Update
- c) Lights, Water & Gas – Chairperson Thoman
 - Outages – Update
- d) Public Safety and Welfare – Chairperson A. Loeffler
 - Cameras on Square – On order.
- e) Solid Waste & Sewer – Chairperson A. LeVault

- f) Streets & Sidewalks – Chairperson D. Loeffler
 - Street Lights LED Upgrade – Meeting in Seven Valleys
 - Curb Painting for No Parking – Scheduled Spring Grove Borough to paint curbing on June 9.
 - Storm Drain Map Layout – In progress.
 - Street Names & Measurements for Ordinance Draft of “No Parking Signs” – In progress.

12. NEW BUSINESS

- a) Park Road Bridge Replacement (SR3051) – Received notice that traffic will be rerouted through Jefferson while bridge is being replaced on Park Road.
- b) NIMS Certification – Office needs Councilman Loeffler, Councilwoman LeVault, and Councilman Thoman’s NIMS Certification for office file.
- c) Annual Municipal Legal Update Seminar – August 3-4 @ Hershey. Councilwoman Loeffler will attend Seminar.

13. OLD BUSINESS

- a) Sesquicentennial Celebration – Committee is progressing with plans. Meetings scheduled for June 9 at 11:00 and June 24 at 9:00.

14. PUBLIC COMMENTS – No Comments

15. CORRESPONDENCE

Organization	Subject	Date
YCDES	Quarterly Training – 9am to 2pm	June 18
YCPC	Monthly Meeting	June 21 @ 7 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
Lions Club	National Night Out	August 2
PSAB	Education Courses: www.classes.boroughs.org	
PSAB	Webinars: www.boroughs.org	

16. ADJOURNMENT

Councilman Loeffler made the **motion** to adjourn at 8:55 pm., Councilman Thoman seconded and the motion passed 5-0.

Respectfully Submitted,

Janny Graham, Borough of Jefferson Secretary