

BOROUGH OF JEFFERSON COUNCIL MEETING

MONDAY, JULY 6, 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

In Attendance:

Mayor Jim Sanders
Solicitor Glenn Smith, CGA Law Firm
Secretary/Treasurer Janny Graham

Absent:

Councilman Sam Jackson
Engineer Chris Toms, C.S. Davidson

In Attendance-Other:

Michael Wickham – Friends of York County Org.
Mike Tracey
Conrad Eiben
Inga & Frank Altland
Amy LeVault
Sandy Fitzpatrick

1. PLEDGE TO THE FLAG

President Marlyn Stauffer called the July 6, 2015 regular meeting of the governing body to order at 7:00 p.m. and led the pledge to the flag.

2. JUNE 1, 2015 MINUTES

Councilwoman Loeffler made the **motion** to approve the June 1, 2015 Minutes, Councilwoman Roser seconded and the motion passed 5-0.

3. PUBLIC COMMENTS –

- a) Mr. & Mrs. Frank Altland addressed concerns regarding the excess grass height located at 15 Hanover Street. Efforts have been made to contact Mortgage company and owner of property by the Borough. The Borough Solicitor responded with information from the Borough Ordinance. The Borough agreed to try to get Mortgage Company information and send a letter.
- b) Mike Wickem – Looking for approval to hand out information at the Jefferson Carnival. He was directed to contact the Jefferson Carnival Organization.
- c) Mike Tracey – Resident had a complaint regarding illegal fireworks within the borough, open burning violations, and excessive noise. Council agreed to have Zoning Officer send letter to property owner of violations.

4. SOLICITOR'S REPORT

- a) Ordinance Violations – Grass issues which were discussed under public comments.
- b) 15 Hanover Street – Solicitor will compile a list of expenses that would be incurred if a lien was to be filed on the property.
- c) Amending Zoning Ordinance, Fence Height Issues (Chapter 198-18 Codification Book) – Solicitor will review Zoning Ordinance regarding frontage properties and fence height allowed and report at next meeting.
- d) PennWaste Contract Extension for 2016 – Councilman Heltzel made the **motion** to approve the PennWaste Contract Extension for 2016, Councilwoman Loeffler seconded and the motion passed 5-0.

5. INTERNATIONAL PROPERTY MAINTENANCE CODE COMMITTEE (2015)

- a) Committee met on June 23rd with Zoning Officer, Wayne Smith and reviewed information. Councilwoman Loeffler made the **motion** to dissolve the committee and dismiss adopting the International Property Maintenance Code for the Borough, Councilman Heltzel seconded and the motion passed 5-0.

Solicitor left meeting at 8:13 pm

6. ENGINEER'S REPORT

- a) 2014 Street Improvements – Completed.
- b) Hanover Street Sidewalk Project – Final papers have been received and preparing final payment.
- c) Swell at Maintenance Shed – The Borough shed continues to have water runoff into it. Council will make some temporary improvements and then make plans to correct problem.
- d) Drainage Ditch on Cedar Street – Weeds need to be trimmed.
- e) Center Square Outer Sidewalk Plants – Next to the Jefferson Inn needs trimming.

7. PLANNING COMMISSION

- a) Planning Commissioner Conrad Eiben gave a report regarding meeting on June 17th for the Dollar General Store Zoning Variance Application.

8. TREASURER'S REPORT

- a) Cash Flow Report, Budget vs. Actual Report, Income & Expense Reports for June – Councilwoman Loeffler made the **motion** to accept the Treasurer's Report, Councilman Heltzel seconded and the motion passed 5-0.
- b) People's Bank Loan Pay Off – Councilwoman Loeffler made the **motion** to pay the balance of the People's Bank Loan #301737900 from the Capital Improvement Funds, Councilman Heltzel second and the motion passed 5-0.

9. JEFFERSON CODORUS JOINT SEWER AUTHORITY REPORT

- a) Operations Update – Authority is looking at finance options that may be needed for some updates.

10. ZONING/PERMIT OFFICE

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

11. MAYOR'S REPORT

- a) PSMA Conference – Mayor will be attending the PA State Mayor's Association Conference from July 16 through the 19.

12. COMMITTEE REPORTS / COMMITTEE ASSIGNMENTS

- a) Building Property & Supply – Chairperson Heltzel
 - Maintenance List – July list was reviewed.
 - Water Drinking Fountain – Water fountain needs to be replaced. President Stauffer will look into it.
 - Progress on Truck Decals – Decals have been ordered.
 - Insurance on Artifacts – Waiting for quote.
 - Square Progress – The carriage and cannon have been rescheduled to be delivered July 20. Posts and chains for the pads on the square will be ordered. Signs that read “keep off” will be purchased for the artifacts.
- b) Finance – Chairperson A. Loeffler
 - YATB – Printed report from YATB is filed in the office.
- c) Lights, Water & Gas – Chairperson Roser
 - Lights on Square – Need to replace one light.
 - Pole Bracket Removal and Banner Replacements on Electric Poles – Has been completed, one banner is missing.
 - Lights with Cameras on Square – Committee will review information and report.
- d) Public Safety and Welfare – Chairperson A. Loeffler
 - JVFC – Update.
- e) Solid Waste & Sewer – Chairperson Jackson

- f) Streets & Sidewalks – Chairperson D. Loeffler
 - Hanover Street “No Parking” & “Speed Limit” Signs – President Stauffer will purchase them.
 - Storm Drain Clean Out (\$50.00/Hrly) – Councilman Loeffler will mark the ones that need done first.
 - Storm Drain Map Layout – In progress.
 - Street Names & Measurements for Ordinance Draft of “No Parking Signs” – In progress.

13. NEW BUSINESS

- a) State Ethics Commission, Financial Statement – Councilman Jackson has not turned in his Financial Statement to date.
- b) Zoning Hearing Scheduled – The next meeting is Wednesday, July 29 for Zoning Variance Application.
- c) Councilman Heltzel verbally resigned from council at the close of this meeting due to his work schedule and he will turn in a written notice to the borough. Councilman Heltzel nominated Amy LeVault to replace his position. Councilman Loeffler made the **motion** to accept Councilman Heltzel’s resignation and approve the appointment of Amy LeVault to his council position for the term ending December 31, 2015, Councilwoman Roser seconded and the motion passed 5-0.

14. OLD BUSINESS

- a) Mail Box Placement Issues – no discussion.

15. PUBLIC COMMENTS - None

16. CORRESPONDENCE

#	Organization	Subject	Date
1	YCBA	Quarterly Meeting	
2	YCDES	Quarterly Training, Exercise Design & Management	Sept. 30, Oct. 3
3	YCPC	Next Planning Commission Meeting	July 27 (7:00 pm)
4	YAMPO	Next Meeting	August 6 (9:00 am)
5	PA One Call	Board Meeting	July 22
6	PSAB	2015 Annual PA Municipal Legal Update	Aug. 26 - 27
7	PSAB	Fall Leadership Conference	Oct. 16 - 18
8	PSAB	Education Courses: www.classes.boroughs.org	
9	PSAB	Webinars: www.boroughs.org	

17. ADJOURNMENT

Councilman Loeffler made the **motion** to adjourn at 10:00 pm., Councilman Heltzel seconded and the motion passed 5-0.

Respectfully Submitted,

Janny Graham, Borough of Jefferson Secretary