

BOROUGH OF JEFFERSON
COUNCIL REGULAR MEETING
MONDAY, JULY 8, 2019
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
Councilman Zach Thoman
Councilwoman Anne Loeffler

In Attendance-Other:

Donald Thoman, Resident
Eugene Hahn, Resident
Marlyn Stauffer, Resident

In Attendance:

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

Absent:

Solicitor Devon Myers, CGA Law Firm

1. CALL TO ORDER AND PLEDGE TO THE FLAG

President Loeffler called the July 8, 2019 regular meeting of the governing body to order at 7:00 p.m. and led the pledge to the flag.

2. JUNE 3, 2019 MINUTES

Councilwoman Loeffler made the **motion** to approve the June 3, 2019 Minutes, Councilman Thoman seconded and the motion passed 5-0.

3. PUBLIC COMMENTS

- a) Jefferson Carnival – Scheduled for July 15 through July 20, 2019.
- b) National Night Out – Scheduled for Tuesday, August 6, 2019.
- c) Next Council Meeting – Scheduled for Monday, August 12, 2019, the second Monday in August.
- d) Don Thoman was in attendance to discuss the access to his property located at 25 York Street from East Sunset View Street after the street improvements were done. Council has agreed to address the problems regarding the areas next to the roads that were resurfaced.
- e) Eugene Hahn was in attendance to discuss the property located at 22 York Street and what is being done to address the safety issues and violations. Council gave him permission to cut down the tree that is dying in front of his home that is between the sidewalk and curb.

4. SOLICITOR'S REPORT

- a) Amend Ordinance for Junk Cars – Hold for September Meeting.

5. ENGINEER'S REPORT

- a) 2018 Street Improvement – Reviewed the Contract Change Order and the Application for Payment. Next May we will need to schedule a final walk through to check on final project.
- b) 2018 Street Improvement Payment – Councilman Thoman made the **motion** to pay the final amount of \$119,604.18 to H&H General Excavating, Inc., Councilman Kauffman amended the motion to pay the amount of \$117,094.18 which is minus the amount of \$2,510.00 which was added in the Change Order No 3. Council would like to review items #1 and #2 on the change order. Motion with the amended change was seconded by Councilman Kauffman and the motion passed 5-0.

- c) 2018 Street Improvement Driveways and Seeding – Engineer brought bids for addressing issues of areas next to new resurfaced roads and accessing residents’ driveways. Engineer’s recommendation at this time is to put stone down now to access driveways and in August fill in dirt and grass seeding where needed. President Loeffler along with Engineer will contact residents currently in need of stone to help with driveway issues at the present time. Councilman Thoman made the **motion** to accept Trump Lawn and Land Company’s bid for doing the work of fixing the sides of the new resurfaced roads and access to resident’s driveways that are needed, Councilman Kauffman seconded and the motion passed 5-0.
- d) Borough Building Windows – Drawings for the building windows were reviewed and decision was made to schedule a meeting with C.S. Davidson and gather more detailed information.
- e) Burns Road Storm Drain – Engineer will contact Sewer Authority’s Engineer and discuss issue.

Engineer Left Meeting – 9:35 pm.

6. PLANNING COMMISSION

- a) No June meeting.

7. 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 Thomas seconded and the motion passed 5-0.
- b) Treasurer’s Bond Renewal – Discussion was made regarding the need to increase the Treasurer’s Bond to satisfy the State and Borough Codes. Councilwoman Loeffler made a **motion** to increase the bond coverage to \$400,000, Councilman Thomas seconded and the motion passed 5-0.

8. JEFFERSON CODORUS JOINT SEWER AUTHORITY REPORT

- a) Next Meeting – Wednesday, August 7, 2019.

9. ZONING/PERMIT REPORT

- a) Permit & Ordinance Violations – Reviewed.

10. MAYOR’S REPORT

- a) Violations were discussed.

11. COMMITTEE REPORTS / COMMITTEE ASSIGNMENTS

- a) Building, Property and Supply – Chairperson D. Loeffler
 - Maintenance List – July list was reviewed.
 - Truck Repairs – Discussion regarding replacing the current truck. Councilwoman Loeffler proposed that Councilman Thoman and Councilman Thomas research possible trucks, new and used, for reviewing at August meeting.
 - Pine Tree located on North Front of Building – Branch is possibly lying on power lines or cable lines, will check on it.
- b) Finance – Chairperson A. Loeffler
 - YATB – Received the monthly EIT report for review.
- c) Lights, Water & Gas – Chairperson Thoman.
 - APPI – Electric Supplier discussion. Decision not to change at this time.
 - President Loeffler requested Councilman Thoman to research the LED Lights that are in York City at MetEd and report back to council.
- d) Public Safety and Welfare – Chairperson F. Thomas
- e) Solid Waste and Sewer – Chairperson D. Kauffman
- f) Streets & Sidewalks – Chairperson D. Loeffler

12. NEW BUSINESS

- a) Approve Tax Collector Deputy – Term ending December 31, 2019. Councilwoman Loeffler made the **motion** to approve the appointment of Janny Graham as Tax Collector Deputy to Tax Collector Diana Kauffman, Councilman Kauffman seconded and the motion passed 5-0.

13. OLD BUSINESS

- a) Blighted Property 22 York Street – In Progress.
- b) PSAB Annual Conference – President Loeffler and Councilwoman Loeffler attended the Conference and reported on discussions and awards given. They both received the Certified Borough Officials Program Award.
- c) YCBA Quarterly Meeting (June 27) – Mayor Sanders, Councilwoman Loeffler and Councilman Kauffman attended and reported on topics discussed.

14. PUBLIC COMMENTS

- a) Councilman Thoman made the recommendation to council to increase the council members from 5 back to 7 members.
- b) Councilman Thoman suggested to council to consider increasing the council salary amount.

15. CORRESPONDENCE

- a) PSAB – 2019 Awards
- b) Census Taker – Information

16. MEETING AND TRAININGS

	Organization	Subject	Date
	YCPC	Monthly Meeting	July 16, 7:00 pm
	JCJSA	Next Sewer Authority Meeting	Aug. 7, 7:00 pm
	PSAB	PA Municipal Legal Update	Aug. 7-8, 2019
	PSAB	Fall Leadership Conference	Oct. 11-13, 2019
	YCDES	IS Classes for NIMS: http://www.training.fema.gov/IS/crslst.asp	
	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 11:06 pm., Councilman Thomas seconded and the motion passed 5-0.

Respectfully Submitted,

Janny Graham, Borough of Jefferson Secretary