

BOROUGH OF JEFFERSON
COUNCIL REGULAR MEETING
MONDAY, JULY 6, 2020
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
Councilwoman Anne Loeffler
Councilman Zach Thoman

In Attendance:

Secretary/Treasurer Janny Graham

Absent:

Mayor Jim Sanders
Solicitor Devon Myers, CGA Law Firm
Engineer Chris Toms, C.S. Davidson

1. CALL TO ORDER AND PLEDGE TO THE FLAG

President Loeffler called the July 6, 2020 regular meeting of the governing body to order at 7:00 pm and led the pledge to the flag. There were 6 people in-attendance and everyone abided by the state guidelines for staying 6 feet apart and wearing a mask throughout the borough meeting.

2. JUNE 1, 2020 MINUTES

Councilwoman Loeffler made the **motion** to approve the June 1, 2020 Minutes, Councilman Thomas seconded and the motion passed 5-0.

3. PUBLIC COMMENTS – No Comments.

4. SOLICITOR’S REPORT

a) 2021 Trash Contract – Councilwoman Loeffler made the **motion** to accept the PennWaste Extension Option for 2021, Councilman Thomas seconded and the motion passed 5-0.

5. ENGINEER’S REPORT – No new business at this time.

6. PLANNING COMMISSION – No meeting in June.

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 Kauffman seconded and the motion passed 5-0.

8. JEFFERSON CODORUS JOINT SEWER AUTHORITY REPORT

a) Next Meeting – August 5, 2020 (Wednesday)

9. ZONING/PERMIT REPORT

a) Permit & Ordinance Violations – Reviewed June Permit Report.
b) Ordinance Compliance Officer – Council discussed a list of violations that need to be sent to the Ordinance Compliance Officer for violation notices.

10. MAYOR’S REPORT – No Report

11. COMMITTEE REPORTS / COMMITTEE ASSIGNMENTS

a) Building, Property and Supply – Chairperson D. Loeffler

- Maintenance List – July was reviewed.
- Window Repair Quotes – Councilman Thomas made the **motion** to accept the quote from Garrety Glass Inc. to repair the Conference Room window, Councilman Thoman seconded and the motion passed 5-0.

b) Finance – Chairperson A. Loeffler

- YATB & TCC – Reviewed last EIT Report and discussed the effect that Covid 19 may have in the future for the borough’s revenue.

- c) Lights, Water & Gas – Chairperson Z. Thoman
 - Raber Drive Street Light – The Street Light located at 10 Raber Drive has not been replaced since it was knocked down in 2018 by the resident’s family member. A letter will be sent to inform Yvonne Geiger that the light pole will be replaced by the borough and we will send an invoice for reimbursement for the cost.
- d) Public Safety and Welfare – Chairperson F. Thomas
 - JVFC – Carnival Food & Food Trucks Event July 16 – 19
- e) Solid Waste and Sewer – Chairperson D. Kauffman
- f) Streets & Sidewalks – Chairperson D. Loeffler
 - Burns Road Curve – Still working to get information for a Warning Street Sign.

12. NEW BUSINESS

- a) Secretary/Treasurer Position – The personnel committee gave their recommendation regarding the applicants that applied for the Secretary/Treasurer position. Councilman Thomas made the **motion** to offer the position with a probation period of 3 months to Valarie Lank, Councilman Thoman seconded and the motion passed 5-0.
- b) Discussion was brought up regarding paying the Mayor for tonight’s meeting due to his absence which was out of his control. Councilwoman Loeffler made the **motion** to pay the mayor for tonight’s meeting even though he was not in attendance, President Loeffler seconded and the motion passed 4-1, with Councilman Thoman voting nay.

13. OLD BUSINESS

- a) Maintenance Property Code – The Committee is continuing to work towards completion of a borough maintenance property code.
- b) Zoning Ordinance Fence Height – Discussion was addressed regarding the 4 foot fence height for the sides and back of residents’ property as it is stated in the Zoning Ordinance, Section 198-18 C. The Borough has had many requests from residents asking permission to install a fence greater than the 4 foot height. Councilwoman Loeffler made the **motion** to have the solicitor draft an amendment to the Zoning Ordinance to increase the limit of the 4 foot fence height to a maximum of 6 feet, President Loeffler seconded and the motion passed 5-0.

14. PUBLIC COMMENTS – No Comments.

15. CORRESPONDENCE – No Correspondence.

16. MEETING AND TRAININGS

	Organization	Subject	Date
	BORO	Council Meeting	Aug. 3, 7:00
	JCJSA	Sewer Authority Meeting (First Wednesday)	Aug. 5, 7:00
	BORO	Budget Meeting (Tuesday)	Aug. 18, 7:00
	PSAB	PSAB Fall Leadership Conference (Wyndham Gettysburg)	Oct. 16-18, 2020
	YCDES	NIMS Training and Exams: http://www.fema.gov/nims-training	NIMS Courses
	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 9:15 pm., Councilman Thomas seconded and the motion passed 5-0.

Respectfully Submitted,

Janny Graham, Borough of Jefferson Secretary