

BOROUGH OF JEFFERSON COUNCIL MEETING

MONDAY, AUGUST 3, 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 Amy LeVault
Councilwoman Dawn Roser
Councilwoman Anne Loeffler

Absent:

Councilman Sam Jackson

In Attendance:

Mayor Jim Sanders
Solicitor Glenn Smith, CGA Law Firm
Engineer Cory McCoy, C.S. Davidson
Secretary/Treasurer Janny Graham

In Attendance-Other:

Mr. & Mrs. Frank Altland
Eugene Hahn

1. PLEDGE TO THE FLAG

President Marlyn Stauffer called the August 3 2015 regular meeting of the governing body to order at 7:00 p.m. and led the pledge to the flag.

2. OATH OF OFFICE

- a) Mayor Jim Sanders performed the “Oath of Office” for Councilwoman Amy Levault who was appointed to fill the position left by Councilman Wilson Heltzel who resigned July 6, 2015.

3. PRESIDENT PRO TEM

- a) Councilwoman Loeffler made the **motion** to nominate Councilwoman LeVault for the position of President Pro Tem, Councilwoman Roser seconded and the motion passed 5-0.

4. JULY 6, 2015 MINUTES

- a) Councilwoman Loeffler made the **motion** to approve the July 6, 2015 Minutes, Councilwoman Roser seconded and the motion passed 5-0.

5. PUBLIC COMMENTS

- a) Resident Frank Altland asked about the Grass issue at 15 Hanover Street. Borough Solicitor discussed the process of applying a lien on the property and expenses for mowing. Bank has posted their name on property so the Borough will have the Zoning Officer send notice of Ordinance Violation.
- b) Resident Eugene Hahn discussed safety issues and concerns regarding 22 York Street. Borough will contact Zoning Officer and have a notice of Ordinance Violation sent to owners of property.

6. SOLICITOR’S REPORT

- a) Zoning Hearing Board Meeting July 29 – Zoning Board approved the Use Variance for the Dollar General Store for the property located at 65-67 Baltimore Street.
- b) Amending Zoning Ordinance, Fence Height and Pool Issues (Chapter 198-18 Codification Book) – Councilwoman Loeffler made the **motion** to amend the Zoning Ordinance [Codification-Chapter 198-18 (c) & (f)] that a swimming pool must have a 4 foot fence around it and abide by the setbacks as stated in the ordinance, but the fence height for the property line will remain as stated in the ordinance depending on whether it has a front, rear or side setback. Councilwoman LeVault seconded and the motion passed 5-0. Solicitor will draft an amendment to the Ordinance.
- c) 10 Burns Road – Zoning Officer will send notice to owners that property will require a Farmette Use to raise chickens on property.

7. ENGINEER'S REPORT

- a) Hanover Street Sidewalk Project – Contractor Pantano repaired sink hole located between 37 & 39 Hanover Street next to curb.
- b) Type of “No Parking” Signs for Yellow Curbs – Reviewed PennDot signage requirements and was given printouts for examples.

Solicitor and Engineer left meeting at 8:15 pm

8. PLANNING COMMISSION

- a) Nothing to report.

9. TREASURER'S REPORT

- a) Cash Flow Report, Budget vs. Actual Report, Income & Expense Reports for July – Councilwoman Loeffler made the **motion** to accept the Treasurer's Report, Councilwoman LeVault seconded and the motion passed 5-0.
- b) Budget meeting will be Tuesday, August 18 at 7:00 pm.

10. JEFFERSON CODORUS JOINT SEWER AUTHORITY REPORT

- a) Operations Update – Nothing new to report.

11. ZONING/PERMIT OFFICE

- a) Permit Report – Reviewed.
- b) Ordinance Violations Report – Reviewed.
- c) Weed Violations – Discussion on options for enforcing ordinance violations.

12. MAYOR'S REPORT

- a) Mayor attended the annual PSMA conference and gave report on the topics that were discussed.

13. COMMITTEE REPORTS / COMMITTEE ASSIGNMENTS

- a) Building Property & Supply – Chairperson Sam Jackson
 - Maintenance List – August list was reviewed.
 - Water Drinking Fountain – Discussed water fountain for building. Will research using bottled water systems.
 - Progress on Truck Decals – Completed.
 - Insurance on Artifacts – Waiting for quote.
 - Square Progress –
 - ✓ Cannon & Carriage Delivery – Waiting for delivery.
 - ✓ Flower Pots & Stands Removal – Councilwoman Loeffler will call Mr. Heltzel to remove cement blocks and the pots.
 - ✓ Posts, Benches & Chains need Painted – The Maintenance Person is responsible for painting items on the square.
 - ✓ Posts for the Pads on the Square – Councilwoman LeVault made the **motion** to use 30” posts, Councilman Stauffer seconded and the motion passed 5-0.
 - Signs for “No Dumping” for Cedar Street gutter – President Stauffer will research.
 - Swell at Maintenance Shed (Straw) – Councilwoman LeVault will pick up 5 straw bales and deliver to shed.
- b) Finance – Chairperson A. Loeffler & CoChairperson A. LeVault
 - YATB – Printed report from YATB is filed in the office.
- c) Lights, Water & Gas – Chairperson Roser
 - Lights on Square – Have been fixed.

- d) Public Safety and Welfare – Chairperson A. Loeffler
 - Cameras on Square – Will continue to research.
 - JVFC – Reviewed.
- e) Solid Waste & Sewer – Chairperson LeVault
- f) Streets & Sidewalks – Chairperson D. Loeffler
 - Orange Street – Bricks are loose in Storm Drain. President Stauffer will check regarding repairs.
 - Storm Drain Clean Out (\$50.00/Hrly) – Spring Grove has cleaned some of the storm drains.
 - Storm Drain Map Layout – In progress.
 - Street Names & Measurements for Ordinance Draft of “No Parking Signs” – In progress.

14. NEW BUSINESS

- a) Tax Collector’s Seminar – Councilman Loeffler made the **motion** to approve paying for the Tax Collector and the Deputy Tax Collector to attend the Tax Collector’s Seminar which costs \$50 each, Councilwoman LeVault seconded and the motion passed 5-0.
- b) National Night Out – August 4 at 6:00 pm. to be held at the Baseball Pavilion.

15. OLD BUSINESS

- a) Mail Box Placement Issues – Discussed options.

16. PUBLIC COMMENTS - None

17. CORRESPONDENCE

#	Organization	Subject	Date
1.	YAMPO	Next Meeting	August 6 (9:00 am)
2.	YCDES-FEMA	York County Flood Resilience Meeting	August 11 (9 am–noon)
3.	PSAB	2015 Annual PA Municipal Legal Update	Aug. 26 - 27
4.	YCDES	Quarterly Training, Exercise Design & Management	Sept. 30, Oct. 3
5.	YCDES	Shelter Training (Conducted by the Red Cross)	Nov. 14 (9 am)
6.	PSAB	Fall Leadership Conference	Oct. 16 - 18
7.	PA DOT	Winter Partnership Meeting (YCDES)	Oct. 27 (1 pm – 3 pm)
8.	PSAB	Education Courses: www.classes.boroughs.org	
9.	PSAB	Webinars: www.boroughs.org	

18. ADJOURNMENT

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

Respectfully Submitted,

Janny Graham, Borough of Jefferson Secretary