

BOROUGH OF JEFFERSON
COUNCIL REGULAR MEETING

MONDAY, AUGUST 3, 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

Other:

Darlene Stauffer, Resident

In Attendance:

Mayor Jim Sanders
Secretary/Treasurer Janny Graham
Secretary/Treasurer Valerie Lank (New Appt.)

Absent:

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 August 3, 2020 regular meeting of the governing body to order at 7:00 pm and led the pledge to the flag. There were 9 people in attendance and everyone abided by the state guidelines for staying 6 feet apart and wearing a mask throughout the borough meeting.

2. JULY 6, 2020 MINUTES

Councilwoman Loeffler made the **motion** to approve the July 6, 2020 Minutes, Councilman Thomas seconded and the motion passed 5-0.

3. PUBLIC COMMENTS – Valerie Lank was introduced as the new secretary for the borough and gave a brief history of herself. Janny Graham was presented with a gift of appreciation for her years of service to the Borough.

4. SOLICITOR'S REPORT

- a) Resolution No. 2020-05 – Councilman Thomas made the **motion** to approve Resolution No. 2020-05 appointing Valerie Lank as Secretary of the Borough and Treasurer contingent upon acquiring a surety bond, Councilman Thoman seconded and the motion passed 5-0.
- b) Resolution No. 2020-06 – Councilwoman Loeffler made the **motion** to approve Resolution No. 2020-06 to appoint Valerie Lank as the Right-To-Know Officer, Councilman Kauffman seconded and the motion passed 5-0.
- c) Trash Contract 2021 PennWaste Extension – Councilwoman Loeffler made the **motion** to approve the 2021 PennWaste Extension with the tipping fee increase of \$.80, Councilman Kauffman seconded and the motion passed 5-0.
- d) Ordinance No. 2020-01 (Amending Zoning Ordinance) – Councilman Kauffman made the **motion** to approve to send Ordinance No. 2020-01 to the York County Planning Commission for review and to advertise for the public hearing meeting for September 8, 2020, Councilman Thomas seconded and the motion passed 5-0.

5. ENGINEER'S REPORT – No report

6. PLANNING COMMISSION – No report.

7. 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, Councilman Kauffman seconded and the motion passed 5-0. The Borough Budget Meeting is scheduled for August 18, 2020 at 7:00 pm.

8. JEFFERSON CODORUS JOINT SEWER AUTHORITY REPORT

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

9. ZONING/PERMIT REPORT

- a) Permit & Ordinance Violations – No report received.
- b) Ordinance Compliance Officer – Reviewed the July Report and ordinance violations within the borough.

10. **MAYOR’S REPORT** – The Mayor participated virtually in the PSMA Annual Meeting.

11. COMMITTEE REPORTS / COMMITTEE ASSIGNMENTS

- a) Building, Property and Supply – Chairperson D. Loeffler
 - Maintenance List – August was reviewed.
 - Computer – Councilwoman Loeffler made the **motion** to have the secretary pursue a new computer with software and service and evaluating the internet connection with the maximum budget cost of \$4,000.00, Councilman Kauffman seconded and the motion passed 5-0
 - Mulch for playground – Councilwoman Loeffler made the **motion** to purchase 80 cubic yards of certified mulch for the playground, Councilman Kauffman seconded and the motion passed 5-0. Councilman Kauffman will check on some prices.
- b) Finance – Chairperson A. Loeffler
 - YATB – Councilwoman Loeffler gave report.
- c) Lights, Water & Gas – Chairperson Z. Thoman
 - Raber Drive Street Light – President Loeffler will proceed with acquiring an estimate for the cost and installation of streetlight.
- d) Public Safety and Welfare – Chairperson F. Thomas
 - JVFC – Councilman Thomas gave a report and the Carnival Food fund raiser was well received.
- e) Solid Waste and Sewer – Chairperson D. Kauffman
- f) Streets & Sidewalks – Chairperson D. Loeffler

12. NEW BUSINESS

- a) 22 York Street Upset Sale – Council agreed to proceed to gather more information.

13. OLD BUSINESS

- a) Maintenance Property Code – Committee is continuing to work on code.

14. **PUBLIC COMMENTS** – No Comments

15. **CORRESPONDENCE** – No Correspondence

16. MEETING AND TRAININGS

Organization	Subject	Date
JCJSA	Sewer Authority Meeting (First Wednesday)	Aug. 5, 7:00
PSAB	PA Municipal Legal Update	Aug. 5 & 6, 2020
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 & Webinars: www.classes.boroughs.org	PSAB Courses
PA LTAP	Local Technical Assistance Program – Classes Available (PennDot)	LTAP Website

17. **ADJOURNMENT** – Councilwoman Loeffler made the **motion** to adjourn at 9:00 pm., Councilman Kauffman seconded and the motion passed 5-0.

Respectfully Submitted,

Janny Graham, Borough of Jefferson Secretary

August 3, 2020 Minutes – Approved 9/8/2020