

BOROUGH OF JEFFERSON
COUNCIL REGULAR MEETING
TUESDAY, SEPTEMBER 4, 2018
P.O. Box 146 • 48 Baltimore St. • Codorus • PA 17311
York County • Pennsylvania

In Attendance-Council:

President Marlyn Stauffer
Vice President Dave Loeffler
President Pro-Tem Frank Thomas
Councilwoman Anne Loeffler

Absent:

Councilman Zachary Thoman

In Attendance:

Mayor Jim Sanders
Solicitor Devon Myers, CGA Law Firm
Secretary/Treasurer Janny Graham

Absent:

Engineer Chris Toms, C.S. Davidson

1. CALL TO ORDER AND PLEDGE TO THE FLAG

President Marlyn Stauffer called the September 4, 2018 regular meeting of the governing body to order at 7:00 p.m. and led the pledge to the flag.

2. AUGUST 6, 2018 MINUTES

a) Councilwoman Loeffler made the **motion** to approve the August 6, 2018 Minutes, Councilman Thomas seconded and the motion passed 4-0.

3. PUBLIC COMMENTS

a) None

4. SOLICITOR'S REPORT

- a) 49 York Street Variance Appeal – Certified letter was sent to the residents at 49 York Street, notifying them that they need to comply to the borough ordinance section 198-29 regarding their driveway by the date of November 20, 2018.
- b) PIB Loan for Street Improvements – The loan is still being processed and the funds will be coming later than planned. Vice President Loeffler made the **motion** to sign the contract with H&H General Excavating, Councilman Thomas seconded and the motion passed 4-0.
- c) South Burns Road & Raber Drive – Ownership issue regarding the Northwest corner of South Burns Road located next to 30 Raber Drive. Solicitor will report back with fee costs for transferring deed and recording fees.
- d) Fire Hydrants – Discussion regarding two hydrants in the borough that are locked. President Stauffer will call York Water Company to information to unlock hydrants or make sure the fire company has access to them.

5. ENGINEER'S REPORT

a) 2018 Street Improvements – H&H has been contacted and they will be starting on the storm sewer installation in the near future.

Solicitor Left Meeting – 7:48 pm.

6. TREASURER'S REPORT

a) Cash Flow Report, Budget vs. Actual Report, Income & Expense Reports for August – Councilwoman Loeffler made the **motion** to accept the Treasurer's Report, Councilman Thomas seconded and the motion passed 4-0.

7. JEFFERSON CODORUS JOINT SEWER AUTHORITY REPORT

- a) Operations – No major problems to date.
- b) Next meeting is scheduled for November 7, 2018.

8. ZONING/PERMIT REPORT

- a) Permit & Ordinance Violations July & August Report – Reviewed.

9. MAYOR'S REPORT

- a) No report.

10. COMMITTEE REPORTS / COMMITTEE ASSIGNMENTS

- a) Building, Property and Supply – Chairperson D. Loeffler
 - Maintenance Personnel – The Personnel Committee interviewed candidates and their recommendation was Michael Wallen Jr. Councilman Thomas made the **motion** to hire Michael Wallen Jr at \$18.00 per hour, Councilwoman Loeffler seconded and the motion passed 4-0.
 - Maintenance List – September was reviewed.
 - Culvert on Burns Road – Letter will be sent to Mr. and Mrs. Colussi at 11 Burns Road.
 - Shed Parking Lot – Waiting for estimates.
 - Park Sign (Harbold) – Spring Grove Borough will install.
 - Shed Painting – Contractor has been hired.
 - Borough Windows – Waiting for estimates.
 - Cannon Touch Up – Still working on getting information.
 - Dump Truck and Salt Spreader and Plow – Look into using GovDeals.com to sell online.
 - Office Fireproof Safe – Councilwoman Loeffler made the **motion** to purchase a fireproof safe through Costars at the price of \$2670.72, Councilman Thomas seconded and the motion passed 4-0.
- b) Finance – Chairperson A. Loeffler
 - YATB – No meeting.
- c) Lights, Water & Gas – Chairperson Thoman.
 - Circle Lights – Councilman Thomas made the **motion** to install LED lights on the circle, two large lights will be installed on the Hanover Street and the York Street side and the smaller lights will be installed on the north and south side of the circle, Councilwoman Loeffler seconded and the motion passed 4-0.
- d) Public Safety and Welfare – Chairperson A. Loeffler
 - JVFC Report – Councilman Thomas stated that the Fire Company had a short meeting.
 - Spring Grove Ambulance Report – No report.
- e) Solid Waste and Sewer – Chairperson F. Thomas
- f) Streets & Sidewalks – Chairperson D. Loeffler

11. NEW BUSINESS

- a) Spring Grove Scout Troop 30 – Asking council for possible projects that could be used as an Eagle Project. Council suggested the replacement of our Salt Barrels for winter use. Secretary will notify the scout leader.
- b) YCBA September Meeting – The next YCBA Meeting is September 27, at 6:30 (Wellsville Fire Co.). President Stauffer and his wife, along with Councilwoman Loeffler will be attending.
- c) 2018 PSAB Fall Leadership Conference (Oct. 12-14) @ Seven Springs Mountain Resort – Vice President Loeffler and Councilwoman Loeffler will be attending.

12. OLD BUSINESS

- a) LGC Meeting – York County Stormwater Authority Implementation Plan (Next Meeting Sept. 20)
- b) Planning Commission Vacancy – Need to fill 1 or 2 positions, term ending 12/31/19.
- c) Zoning Hearing Board Member Vacancy – Need to fill 1 position, term ending 12/31/18

13. PUBLIC COMMENTS – None

14. CORRESPONDENCE

- a) Southwestern Regional Police Department – 2018 Jefferson Carnival Report
- b) PSAB Update – Newsletter

15. MEETING AND TRAININGS

Organization	Subject	Date
YCPC	Monthly Meeting	Sept. 18, 7:00 pm
BORO	Borough 2019 Budget Meeting (Tuesday)	Sept. 18, 7:00 pm
LCPC	Lancaster Cty Planning Commission – Addressing Noise in PA Communities & Neighborhoods (Lancaster Government Ctr)	Sept. 19, Noon-1:15
YCDES	Community Exercise (Scenario for a local emergency)	Sept. 26, 9 am - noon
PSAB	2018 Fall Leadership Conf. (Seven Springs Mtn Resort)	Oct. 12-14
JCJSA	Sewer Authority Meeting (Wednesday)	Nov. 7, 7:00 pm
YCDES	IS Classes for NIMS: http://www.training.fema.gov/IS/crslist.asp http://www.	
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

16. **ADJOURNMENT** – Councilman Frank made the **motion** to adjourn at 8:45 pm., Councilwoman Loeffler seconded and the motion passed 4-0.

Respectfully Submitted,

Janny Graham, Borough of Jefferson Secretary