

JEFFERSON BOROUGH

COUNCIL REORGANIZATION & REGULARLY SCHEDULED MEETING

JANUARY 5, 2026 - 7:00 pm

| <u>Council</u> | <u>In Attendance</u> | <u>Public</u> |
|-----------------------------|--|-------------------------|
| Dan Kuffman– President | Kelsey Hoke– Mayor | 18 people in attendance |
| Gwen Muntz – Vice President | Connie Wentz – Secretary/Treasurer | |
| Frank Thomas – ProTem | Jeff Koons – Zoning Officer* | |
| Anne Loeffler – Member | Anthony Lain – CS Davidson – Engineer | |
| Jason Knowles - Member | Devon Myers – CGA Law Firm – Solicitor | |

*absent **late

- 1) **PLEDGE OF ALLEGIANCE**- Introduction by District Magistrate Thomas Reilly. Daniel Kauffman
- 2) **NOMINATION & ELECTION OF PRESIDENT** – Mayor Hoke opened the nominations for Council President. F. Thomas nominated Daniel Kauffman, A.Loeffler second. Nominations were closed. The nomination of Daniel Kauffman **PASSED**.
- 3) **NOMINATION AND ELECTION OF VICE PRESIDENT** – President Daniel Kauffman opened nominations for Council Vice-President. Jason Knowles nominated himself, A,Loeffler nominated Gwen Muntz, D. Kauffman nominated Frank Thomas declined. The nomination of Jason Knowles received no votes. The nomination of Gwen Muntz **PASSED** by the following vote: Yeas – 3, Nays – 0.
- 4) **NEWLY ELECTED PRESIDENT PRESIDES** – Council President Kauffman assumed the Presidency and presided over the remaining meeting.
- 5) **NOMINATION AND ELECTION OF PRESIDENT PRO TEM** – President Kauffman nominated Frank Thomas for President Pro-Tem. Nominations were closed. The nomination of Frank Thomas was **PASSED**.
- 6) **NOMINATION OF VACANCY CHAIR** – President Kauffman opened the floor for nominations or volunteers. Jim Sanders volunteered. Votes unanimously for James Sanders.
- 7) **RESOLUTION 2026-01** – Motion to accept Resolution 2026-01 – F.Thomas moves, G.Muntz seconds. **Motion passed**. President Kauffman rescinds the motion, G.Muntz motions, A.Loeffler seconds, upon changes. A.Loeffler makes the motion to accept 2026-01 with changes, G.Muntz seconds. **Motion carried**.
- 8) **TREASURERS BOND** – A.Loeffler made the motion to continue H.A. Thompson for Treasurers Bond, F.Thomas second. **Motion carried**.

REORGANIZATION MEETING ADJOURNED 7:24pm

REGULAR SCHEDULED MEETING

- 1) **CALL TO ORDER** – Council President called the meeting to order at 7:24 pm.
**Meeting is being recorded by Resident Faith Kreiner.*
- 2) **APPROVAL OF DECEMBER 1, 2025, MINUTES**
A.Loeffler made the motion to approve last month's minutes, J.Knowles second. **Motion carried**.
- 3) **PUBLIC COMMENT**
- Thomas Baum - Liberty Farms property owner – states he will have more on the ongoing refusal of water to his property. – Family friendly community event to be held on his farm this upcoming year.
- 4) **SOLICITOR**
- Properties in the Borough that were damaged by fire. The question brought up of whether they should be condemned. Those properties are planned on being repaired. Devon goes over the International Property Maintenance Code. K.Hoke asked if there is costs to the Borough to condemn, and the answer is yes – the costs for the BCO.
- 5) **ENGINEER**
- Motion needed to sign the Resolution 2026-02 – LSA Grant for the Fire Co. J.Knowles makes the motion, A.Loeffler second. **Motion passed**.
- Baltimore St Solar property – Anthony and Jeff did a walk-through inspection of the site. Only one phase was completed, second phase is not happening as of now. A.Loeffler asked if they could sell the remaining land, Anthony said they would have to resubmit a new plan if they choose to subdivide. D.Kauffman asked when the tax assessment would be completed, Anthony will find out.
- J.A. Myers plan has been submitted; review will begin tomorrow and are available for the public view during office hours. Question asked about the buffer for the property, it will be reviewed and must follow the Ordinances. Then presented to the Planning Commission. YCPC is also reviewing, and comments will be given. General engineer

recommendations can be made, but Planning Commission will be the primary to make and request comments and recommendations. With it being landlocked – they will need to address having access to the property. Question asked if the developer could damage the property of neighboring property.

- Emerson St – discussion if Borough can change it to 2-way street, review of prior Ordinance would need to be had.
- 5 yr study – review of future roads to be repaired.
- Borough property surveys will be completed and wrapped up in January.

6) ZONING - Permit and Ordinance Violation- Reviewed

- 68 Baltimore St – Code violations can restart after a judgement.

Solicitor, Engineer – exits 8:11 pm

7) FINANCIAL REPORT

- Cash Flow, Budget vs. Actual, Income & Expense – A.Loeffler motion, G.Muntz second. **Motion carried.**

8) JEFFERSON CODORUS JOINT SEWER AUTHORITY –

- Next meeting January 7th, 2026

9) MAYOR REPORT

- Thanks the public for the support. – Asked about posting of the agenda – by law it needs to be posted 24 hours prior. Posting early does not allow for any changes per the Sunshine Act

10) COMMITTEE REPORTS/ASSIGNMENTS

- a. Building, Property, Streets & Sidewalks
- b. Finance
- c. Utilities
- d. JVFC/Public Safety - Fire Hall – Soup sale & supper - \$5
- e. Solid Waste & Sewer

11) OLD BUSINESS

12) NEW BUSINESS

13) PUBLIC COMMENT

14) ADJOURNMENT – Meeting adjourned at 8:17 pm.

Upcoming meetings

| <u>Organization</u> | <u>Subject</u> | <u>Date</u> |
|---------------------|---------------------------------------|---|
| BORO | Council Meeting | 1 st Monday @ 7:00 pm |
| JCJA | Sewer Authority Meeting | 1 st Weds (odd months) @ 7:00 pm (as needed) |
| PC | Jefferson Borough Planning Commission | 3 rd Weds @ 7 pm (as needed) |
| ZHB | Jefferson Zoning Hearing Board | Last Weds @ 7 pm (as needed) |