

# JEFFERSON BOROUGH COUNCIL MEETING MINUTES

February 2, 2026 - 7:00 pm

<u>Council</u>	<u>In Attendance</u>	<u>Public</u>
Dan Kauffman – President	Kelsey Hoke – Mayor	
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	
		<i>*absent **late*</i>

*\*Meeting is being recorded by Resident Faith Kreiner.*

1. **CALL TO ORDER** – Council President called the meeting to order at 7:00 pm.  
President Kauffman opens the meeting with thanks and appreciation of the Council for voting in himself for President and thanking the community and Cooper Hershey for the time he put in to help neighbors during the snowstorm.
2. **ACCEPT AGENDA WITH FLEXIBILITY**  
A.Loeffler moves to accept the agenda with flexibility to discuss the agenda out of order as needed, F.Thomas seconds. **Motion carried.**
3. **APPROVAL OF JANUARY 2, 2026, MINUTES**  
- F.Thomas made the motion to approve of last month's minutes, G.Muntz seconds. **Motion carried.**
4. **PUBLIC COMMENT**
  - PSP Trooper James Grothrey – here as Community Service Officer to answer questions. Question regarding speeding in the Borough; asks if there is certain time allocated to the Borough. Answer is no- but calls can be made, and if time permits, an officer could come out during the time frame.
  - Troy Snyder – Chief of JVFD – reviews report of 2025 of calls in and around the Borough. Goes into discussion of the works for the fire dept, and how donations and volunteering help.
  - Resident complaints regarding the water pressure. Borough is not responsible for; however, we may be able to reach out to York Water. It is advised by another public member for every resident to call and complain.
5. **SOLICITOR**
  - Social media policy for review. Devon will review and provide recommendations.
  - Potential Solicitor changes for future consideration due to schedule conflicts. Solicitor representative, date change, firm representative changes to consider
  - Discussion regarding #6 & #48 Baltimore St properties – A.Loeffler makes a motion to move Borough Office to #6 Baltimore after renovations and keep/use/improve #48 Baltimore St to house Historical Society and community uses. No second. **Motion fails.**
  - A.Loeffler makes another motion to sell #6 Baltimore and use money to renovate #48 Baltimore St. G.Muntz seconds. Discussion held – A.Loeffler explains that we should move forward with something instead of delaying. 2 in public in favor – and one say if there is an unwanted business – it is stated there can be deed restrictions. **Motion carried.**
6. **ENGINEER**
  - JA Myers property – plans were submitted, comments to be reviewed. Looking at a few months before it is in front of the Borough Council.
  - Emerson St – Ordinance would need repealed as well as a traffic study.
  - Jess Fieldhouse to address final feasibility study packet handed out
  - 5 yr comprehensive plan – streets in order of repairs needed.
7. **ZONING** - Permit and Ordinance Violation- Reviewed
  - JA Myers update – Engineer discussed

**Solicitor, Engineer – exits at 8:43 pm / Zoning Officer – exits at 8:50 pm**
8. **FINANCIAL REPORT**
  - Cash Flow, Budget vs. Actual, Income & Expense – A.Loeffler motion, G.Muntz second. **Motion passed.**
  - Motion made to give council members email addresses made by G.Muntz, J.Knowles second. Question asked if it would be used for committee correspondence. President Kauffman states this will be determined by discussion of use. **Motion carried.**
  - A.Loeffler moves to make a motion to accept Doceo proposal, G.Muntz seconds. **Motion carried.**
9. **JEFFERSON CODORUS JOINT SEWER AUTHORITY** – Next meeting March 4<sup>th</sup>, 2026
  - Grant was awarded for upgrade, improvement and to maintain sewer plant for \$280,000
10. **MAYOR REPORT**
  - Report reviewed

**11. COMMITTEE REPORTS/ASSIGNMENTS**

- a. Building, Property, Streets & Sidewalks– D. Kauffman – 8 properties had notices posted regarding uncleared snow. #6 Baltimore St – 2 basement columns in need of repair/replacement. Loeffler makes motion to move forward to get pricing and costs, F.Thomas seconds. **Motion carried.**
- b. Finance – A. Loeffler
- c. Lights, Water & Gas – G. Muntz
- d. JVFC/Public Safety and Welfare – F. Thomas
- e. Solid Waste and Sewer – J. Knowles

**12. OLD BUSINESS**

**13. NEW BUSINESS**

**14. PUBLIC COMMENTS**

- Emerson St history
- State Roads speeding

**ADJOURNMENT** – Meeting adjourned at 9:46 pm.

**Upcoming meetings**

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

*Respectfully Submitted by Connie Wentz, Jefferson Borough Secretary*