

JEFFERSON BOROUGH COUNCIL MEETING MINUTES

APRIL 6, 2026 - 7:00 pm

<u>Council</u>	<u>In Attendance</u>	<u>Public</u>
Dan Kauffman – President	Kelsey Hoke – Mayor	11 Residents 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*	Mackenzie Devita – CGA Law Firm	

**Meeting is being recorded by Resident Joe Kreiner.*

1. **CALL TO ORDER** – Council President called the meeting to order at 7:00 pm.
President opening remarks.
2. **APPROVAL OF MARCH 2, 2026, MINUTES**
- A.Loeffler made the motion to approve of last month's minutes, G.Muntz seconds. **Motion carried.**
3. **PUBLIC COMMENT**
- Damian & Jason with Rock Realty – presenting plan for #6 Baltimore St sale. Council given brochure for review of how Rock Realty will work for us in the sale of the building. Their agents will be responsible for showings. \$295k asking price and 6% commission for the agents. Any offers will be submitted in front of Council at a meeting. Discussion on whether restrictions should be in place. Question is – are we even able to say someone can not purchase pending their business type. All offers will be presented. Motion made to accept sales agreement at 6% commission rate, D.Kauffman motions, A.Loeffler second. **Motion carried.**
4. **SOLICITOR**
- Discussion regarding proposals offered by Devon regarding possible change of Solicitor includes meeting day changes. Offer of another Solicitor in the same law firm, discussion regarding rates and possible day changes. Concern is that the Borough seems to get the less experienced at Municipal Law, and Council feels a good strong Solicitor is needed and deserved. Discussion tabled until May.
- Internal Administrative Policy - J.Knowles states that he disagrees with the policy and says “its shady to not allow access” and will not agree. D.Kauffman explains that there is more risk to allow anyone to just go into the building, and that there should always be two people present for anything done in the building. Discussion continues with J.Knowles becoming loud and aggressive, stating he does not trust the Borough. D.Kauffman motions to carry policy, A.Loeffler second. **Motion carried 4-1, J.Knowles opposed.**
5. **ENGINEER**
- Review of Engineer’s report.
- Baltimore St Solar – update regarding change in line of credit, to submit new plan regarding area of use. Pub 9 has list of allowable funds. F.Thomas makes a point that Borough should move forward with lowering speed limit to 25mph. PennDot call 4.7.26 regarding streets. Sign inventory of reflective signs is suggested. G.Muntz will do so while looking for lights.
A motion to amend the agenda to allow a vote on proposal for #6 Baltimore St column repair. G.Muntz motion, J.Knowles second. Motion carried.
Proposal for repairs at \$1,200 columns, G.Muntz motion, carried unanimously. **Motion Carried.**
6. **ZONING** - Permit and Ordinance Violation- Reviewed
- Review of JA Myers property – 90-day waiver was sent. Review of condition and restrictions for the property. A special exception is looking to be filed on their behalf.
- J.Knowles asks if anyone heard from the new owners of Baltimore St Solar. J.Knowles has been reaching out to them, has been calling them with no answers, and has looked up at recorder of deeds.
- J.Knowles asks F.Thomas regarding fire safety at Solar farm
- Planning Commission meeting April 15th – Data Center & Smoke/Vape Shop
Solicitor, Zoning Officer – exits at 8:40 pm
7. **FINANCIAL REPORT**
- Cash Flow, Budget vs. Actual, Income & Expense – A.Loeffler motion, F.Thomas second. **Motion passed.**
- Email accounts – G.Muntz & A.Loeffler still working on it. F.Thomas does not want it, Secretary Wentz will communicate.
8. **JEFFERSON CODORUS JOINT SEWER AUTHORITY** – Next meeting May 6th, 2026
9. **MAYOR REPORT** – Reviewed
- Communication Committee looking to be established, 2 females interested, hoping to get any male residents to become interested. 3RD Monday is meeting dates
- Jefferson Borough sign to be replaced as it was damaged in a storm. D.Kauffman asked Mayor to seek options for prices for various different types of signs.

10. COMMITTEE REPORTS/ASSIGNMENTS

- a. Building, Property, Streets & Sidewalks– D. Kauffman – Discussion regarding mulch replacement for Borough playground. Consideration of volunteers to help with removal; ask local Cub Scouts. Motion to accept proposal of \$3,200 for mulch delivered by Zeager Bros by A.Loeffler, second by J.Knowles. **Motion carried.**
- Cannon repair discussed, it is being handled by Borough insurance company. Option for D.Kauffman to check out the company, and to even take it ourselves to the business to be repaired. Motion to accept proposal with D.Kauffman transporting, A.Loeffler motions – unanimous consent – **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

11. OLD BUSINESS

12. NEW BUSINESS

- Beautification of the square – possible Volunteer Club
- Seek improvement of crosswalks and parking at the square
- J.Knowles to continue chicken discussion

13. PUBLIC COMMENTS

- Questions about street sweeping
- Upcoming events around the Borough Mother’s Day weekend.

ADJOURNMENT – Meeting adjourned at 10:19 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)