JEFFERSON BOROUGH COUNCIL MEETING MINUTES

JUNE 3, 2026 - 7:00 pm

Council	In Attendance	Public
Dan Kauffman – President	Kelsey Hoke – Mayor	10 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 Faith Kreiner.*

1. **CALL TO ORDER –** Council President called the meeting to order at 7:00 pm.
   President opening remarks.
2. **APPROVAL OF MAY 4, 2026, MINUTES**
   - A.Loeffler made the motion to approve of last month's minutes, G.Muntz seconds. ***Motion carried.***
3. **PUBLIC COMMENT**
   - Donald Thoman – thanks for the dirt. Used it to fill in dips at sewer area on his property
   - Carla Rebert – asks if the Borough can hire a police officer to roam the Borough for presence around down. Todd Tyson chimes in saying traffic/speeding is getting worse. J.Knowles suggests seeking bids for policing in the Borough. Proactive solutions are in place
   - Gillian Garter– here for the Right to Farm discussion. Also agrees with speeding issues.
   - Todd Tyson – Thanks to those involved in decorating the square
   - Margaret Knowles – Stop sign at Krafts Mill Rd is bent.
   - Wendy Neiman – states square signs are blocked by vehicles
   - Mike Hogan – square on Hanover St is hidden by foliage. Also asks who handles grants – explained that Engineer takes care of it. Asks if the cannon is historic artifact. Continue to discuss about traffic study.
   - Tom Baum – states that the flag was half staff when it shouldn't be, he raised it, after being told he couldn't touch it. He is still in battle with the PUC for the water line.
4. **SOLICITOR**
   - Discuss Ordinance 2026-01 - lowering speed limits on Hanover St, York St, and Highland Road. J.Knowles asks if it's worth changing the limit, spending the money on something that doesn't change. Motion to advertise Ord 2026-01 by A.Loeffler, F.Thomas seconds. ***Motion carried***.
   - Sign on the square – cannot be prohibited, but may be controlled, permitted, and regulated. Council was polled on concerns over signs on square. Majority consents on allowing Solicitor to draft something to better manage the situation.
   - Borough Facebook policy discussion – understand that it is subject to RTK requests, and 1st amendment rights.
   - Discussion regarding Solar Decommissioning Bond – defers to Engineer for discussion. J.Knowles suggests maybe increasing the 2%. Anthony explains that's pretty standard. Motion by A.Loeffler to reject the changes proposed. J.Knowles second. ***Motion carried***. Anthony will inform the company.
   - Zoning Data Center and Vape Shop – suggestions by Solicitior. Agrees that the Smoke/Vape shop language, however, recommends that the percentage of sales be decreased. A.Loeffler recommends keeping suggestions from Planning Commission. Engineers have a concern about the 1000 ft, also striking lounges verbiage. Data Center suggestions reviewed. All will be forwarded to Planning Commission.
   - Executive Session – purpose of executive session explained.
   - Fundraising would have to be done as a separate non-profit by a committee
5. **ENGINEER**
   - JA Myers – no new submittals on their end
   - Parking lot – no issues with parking lot submittal. Concern on doing parking lot first before playground would damage, will work together. Motion for authorization to advertise, A.Loeffler moves, J.Knowles seconds. ***Motion carried.***
6. **ZONING** - Permit and Ordinance Violation- Reviewed
   - Review of JA Myers property – reviewed with Engineer report. Time extension granted. Jeff asks council to allow Engineer to review applications to assist in recommendations for special exception and variance. A.Loeffler thinks this a good idea, motions to allow Anthony w/C.S. Davidson to be involved, G.Muntz second. ***Motion carried.***
   - Planning Commission meeting - June 17th – 7pm
   - Zoning Hearing meeting – June 24th @ 6pm

Solicitor, Engineer & Zoning Officer – exits at 9:02 pm

Respectfully Submitted by Connie Wentz, Jefferson Borough Secretary

7. **SECRETARY REPORT**
   - Cash Flow, Budget vs. Actual, Income & Expense – A.Loeffler motion, F.Thomas second. ***Motion carried***.
   - YCBA Dinner - RSVP by 6/19
8. **JEFFERSON CODORUS JOINT SEWER AUTHORITY –** Next meeting July 1st, 2026
9. **MAYOR REPORT** – Reviewed
10. **COMMITTEE REPORTS/ASSIGNMENTS**
    a. Building, Property, Streets & Sidewalks – D. Kauffman – cannon is off to be repaired.
    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
    f. Communications – K.Hoke
11. **OLD BUSINESS**
    - J.Knowles drafted a sample Ordinance regarding chickens that the Council will review, and current Ordinance. Bring questions and concerns to the next meeting.
12. **NEW BUSINESS**
    - Common use laptop for committees – motion to allow purchase of laptop and software not to exceed $1500.00, A.Loeffler second. ***Motion carried.*** Quotes to be given to D.Kauffman and J.Knowles for approval.
    - National Night Out – consider the purchase of cupcakes for the 250th anniversary. Motion to get cupcake quotes, A.Loeffler moves, G.Muntz seconds. ***Motion carried.***
13. **PUBLIC COMMENTS**

ADJOURNMENT **–** Meeting adjourned at 9:47 pm.

Meeting schedule

Organization	Subject	Date
BORO	Council Meeting	1st Monday @ 7:00 pm
JCJSA	Sewer Authority Meeting	1st Weds (odd months) @ 7:00 pm (as needed)
PC	Jefferson Borough Planning Commission	3RD Weds @ 7 pm (as needed)
ZHB	Jefferson Zoning Hearing Board	Last Weds @ 7 pm (as needed)

Respectfully Submitted by Connie Wentz, Jefferson Borough Secretary