JEFFERSON BOROUGH COUNCIL MEETING MINUTES

JULY 8, 2026* - 7:00 pm

Council	In Attendance	Public
Dan Kauffman – President	Kelsey Hoke – Mayor	7 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 Margaret Knowles.*

1. **CALL TO ORDER –** Council President called the meeting to order at 7:00 pm.
   President opening remarks.
2. **APPROVAL OF JUNE 3, 2026 & JUNE 17, 2026 – Special Meeting, MINUTES**
   - A.Loeffler made the motion to approve of June 3 meeting minutes, G.Muntz seconds. ***Motion carried.***
   - D.Kauffman made the motion to approve of June 17 special meeting minutes, F.Thomas seconds. ***Motion carried.***
3. **PUBLIC COMMENT**
   - Eugene Hahn asks when 25 mph speed limit sign.
   - Wendy Neiman - Asks if No Outlet sign can be placed at York & Duke. Has a lot of turn arounds.
4. **SOLICITOR**
   - Small Games of Chance – Jefferson Borough did legalize
   - Speed limit sign was advertised. 60 days to draft and approve Ordinance.
   - Borough policies questions from J.Knowles – asks about internal issues and wants to discuss things that was said in former executive session, and that should not be voiced publicly. J.Knowles to email Solicitor about what topic he would like to discuss.
   - Temporary signage – will come up with verbiage regarding signs and how long they can be posted. Thinking $25 penalty can be assessed on those who do not remove within time frame.
   - Internal Facebook Use Policy – for the Official Jefferson Borough Facebook page. Will be discussed at the Communication meeting as well.
   - Asked if discussion should be held regarding modifying ordinance regarding chickens. President Kauffman suggests a motion to even ask if it wants to be continued discussion. J.Knowles says he wants the council members who are against, to present facts as to why vs "just not wanting it". Says to just go with the votes now, instead of continuing it. D.Kauffman motions to leave our current Ordinance as is regarding poultry/chickens, without amendment and no further negations, A.Loeffler seconds. Nay – 1 (J.Knowles) ***Motion carried.***
5. **ENGINEER**
   - JA Myers – withdrew special exception application. Warehaus applied for extension until Aug 3 for us to make action. Discussion regarding water issues, and how it will worsen if/when JA Myers development comes in. J.Knowles asks Solicitor if/what can the Borough do to make sure York Water addresses the issue. Suggest a letter that can be sent to York Water or send concerns to PUC. K.Hoke suggests J.Knowles come to the next communication meeting to conduct a survey for residents.
   - Baltimore St Solar – No update
   - Parking lot – update – asphalt prices are the highest they ever been, suggests bidding in November, to construct in April. Recommends using Marcellus Grant to fund playground.
   - Data Center/Smoke Vape shop recommendations – submitted to Planning Commission
   - Design for gazebo – YSM as asked to get engineering done for the permit, given sketch to Anthony.
   - D.Kauffman asked for dates to continue work on signs.
6. **ZONING** - Permit and Ordinance Violation- Reviewed
   - 68 Baltimore St – complaints filed with MDJ – spoke with owner, gave 2 weeks to take first step – to remove cars from the property.
   - 7 & 9 Hanover St – slow improvements have been made
   - 13 Berlin St – tenant being evicted. Yard junk will be worked on
   - Planning Commission meeting - July 15th – 7pm

   Solicitor, Engineer & Zoning Officer – exits at 8:12 pm
7. **SECRETARY REPORT**
   - Cash Flow, Budget vs. Actual, Income & Expense – A.Loeffler motion, G.Muntz second. ***Motion carried***.
8. **JEFFERSON CODORUS JOINT SEWER AUTHORITY –** Next meeting September 2nd, 2026
9. **MAYOR REPORT** – Reviewed

Respectfully Submitted by Connie Wentz, Jefferson Borough Secretary

10. COMMITTEE REPORTS/ASSIGNMENTS

a. Building, Property, Streets & Sidewalks – D. Kauffman – cannon update. Playground update. A.Loeffler would like to vote to move forward with the playground project as it comes in. A.Loeffler motions to move ahead with the information already presented and allow YSM to move forward after the bidding documents, F.Thomas second. ***Motion carried***. ***Yay- 4, Nay- 1.*** J.Knowles states he does not want to vote on something not completed, D.Kauffman explains we have the right to withdraw or change.
   - J.Knowles brings up a resident concern about crosswalks and traffic not stopping. Wants to know why Borough isn't doing anything about it. Discussion entails crosswalks and what to do about it.

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 – Newsletter, tech quotes

11. OLD BUSINESS

- Common use laptop – update.
- Cupcake purchase – update. Accepted quote from Cupcakes by Jenn presented by Secretary. D.Kauffman motions to accept offer – of 8 dozen mini cupcakes of 250th American theme. A.Loeffler second. ***Motion carried***. Secretary will organize the purchase of cupcakes.

12. NEW BUSINESS

- Budget prep information to be given at next meeting
- Fire Tax – research & comment

13. PUBLIC COMMENT

- Todd Tyson – regarding police protection – has the Borough looked into budgeting for police for upcoming budget term.

ADJOURNMENT **–** Meeting adjourned at 9:41 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)

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