

Jacobus Borough Council Meeting February 5th, 2025

Call to Order

Council President Sandy Sheffer called the meeting to order at 7:00 p.m.

Opening Invocation and Pledge of Allegiance

Invocation was offered by Council President Sandy Sheffer and was followed by the Pledge of Allegiance.

Roll Call

Present were Sandy Sheffer, Mayor Lance Beard, Jill Conner, Donald Wright, Phyllis Bowers, Dawn McElhiney, Jeff Hammers, William Rodgers and Jason Sabol, Esq.

Minutes and Treasurer's Report

- Minutes of January Council Meeting – Donald Wright made a motion to accept the January 8th, 2025 Council Meeting minutes as presented. The motion was seconded by Dawn McElhiney. Motion carried unanimously.
- Treasurer's Report – Profit & Loss Statement for January was provided and reviewed by all. Included in the report was a statement of current balance in all bank accounts. A motion was made by Donald Wright to accept the January 2025 Profit & Loss Statement as presented. The motion was seconded by Jeff Hammers. Motion carried unanimously.

Persons on the Agenda/Public Participation

- Tyler Anderson – Bulldog Men's Baseball League
Mr. Anderson was present to ask for permission to use the baseball field and facilities for his team's practices and games for baseball season 2025. Mr. Anderson also agreed to continue to be the official scheduler for all teams using the field. A motion was made by Jeff Hammers to allow the Bulldogs Baseball Team to use the baseball field and facilities on the terms of the current contract to be presented. The motion was seconded by Dawn McElhiney. Motion carried unanimously. Mayor Beard reminded Mr. Anderson of the "carry-in, carry-out" and "no alcohol" policies at the park, which pertains to all players and guests of the baseball teams. Mr. Anderson also asked permission from the Mayor to use his tractor to roll the in-field

and consideration for the Borough to install AEDs in the dug-outs. Donald Wright responded that the Borough had discussed installing AED units in the park, but did not due to difficulty in maintaining these units that are exposed to the elements year round. The Mayor suggested that each baseball team should reach out to the Ambulance Club for CPR training.

- Jeff Crawford – Dallastown Cougar Athletics

Mr. Crawford, representing the Dallastown Cougar Athletics, was present to ask for permission to use the baseball field and facilities for this baseball season. A motion was made by Donald Wright to allow the Dallastown Cougar Athletics baseball team to use the field and facilities for their games and practices according to the terms of the contract to be presented. The motion was seconded by Dawn McElhiney. Motion carried unanimously. Mayor Beard reiterated the new “carry-in, carry-out” and “no alcohol” policies for the park and also for help with maintenance of the ballfield.

- Scott Sours – Conran Baseball Team

Mr. Sours recently formed a boys under-13 travel team and would like permission to use the Borough baseball field for practices twice a week from April through July. He will coordinate with Mr. Anderson for availability of the field. A motion was made by Donald Wright to allow Mr. Sours and his team to use the field and facilities for their practices according to terms as presented in their contract. The motion was seconded by Dawn McElhiney. Motion carried unanimously.

- Jordan Shenk – Site Design Concepts (SDC)

- *Stormwater management for John’s RV

- Mr. Shank reported that an improvement cost estimate was received from Mr. Grim’s engineer on January 28th which he had reviewed and approved. An approval letter for the surety amount was then issued on January 31st. The O&M Agreement has yet to be reviewed by Borough’s solicitor and executed accordingly.

- *Circle Drive - stormwater

- Mr. Shank reported that the next scheduled cleaning for the new inlet on Circle Drive will be in April, by Easy-Dig.

- *Meadow Street – drainage repairs

- Mr. Shank reported that a Street Opening Permit had been issued to Columbia Gas to relocate the gas main on Meadow Street so that construction can commence. Columbia Gas scheduled their work to begin around March 15th. Mr. Shank also reported that SDC has created an easement plan whereby an easement agreement has to be developed by

the solicitor and presented to the two landowners that will be affected on the discharge side of the storm improvements.

***Water Street**

Mr. Shenk reported that to-date, Columbia Gas has not scheduled for the gas line replacement on Water Street. When this work is being done, SDC will inspect and report on the integrity of the road so that an informed decision can be made regarding choosing between a full-depth reclamation for Water Street, or just a mill and overlay.

***Cherry Lane/Church Street**

Mr. Shenk reported that a Street Opening Permit was issued to Columbia Gas on January 28th for their planned gas line replacement work on Church Street onto Cherry Lane. The estimated completion date for this work is March 2025.

- **Alan Diehl – Jacobus Lions Ambulance Club**

Mr. Diehl reported that the Ambulance Club is currently having some staffing issues as a few of their first responders are under work suspension, and two crew members resigned in December. The situation is currently under investigation and an attorney has been hired to handle the case. With the current situation, remaining crew members are working extra time but still responding to emergencies. In January, they responded to 149 calls, of which six were within the Borough.

- **Craig Lipinski - Goodwill Fire Co.**

Mr. Lipinski reported that their last breakfast buffet fundraiser was cancelled due to bad weather. However, the Bingo fundraiser last month went well, with many new faces. Mr. Lipinski also reported that the fire company has submitted a grant application and working on one from the Kinsley Foundation due on March 25th. Monthly report from the fire company for January 2025 was submitted by email showing response to 27 calls, 10 of which were in the Borough. 128.32 hours in response time.

Borough Reports

- **Mayor & Emerg. Mgmt.** – *YCARPD report for December 2024 – there were 60.22 police service hours, 26.59 administrative hours, and 32.20 hours running total. Total for the year, are 751.10 police service hours and 366.65 administrative hours. For December, there were 20 response calls. *Fawn Grove Borough sent their Fire Police request for the year as follows – Kennard Dale High School graduation, date and time to be determined, Old Tyme Days parade on June 28th, Bluegrass Festival on October 3rd and 4th,

and Christmas in the Grove on November 22nd. A motion was made by Donald Wright to approve the Fawn Grove Borough's Fire Police requests. The motion was seconded by Jill Conner. Motion carried unanimously.

*The Jacobus Goodwill Fire Company No. 1 presented their Fire Police non-emergency event list for the year. A motion was made by Donald Wright to approve the Goodwill Fire Company's non-emergency event list for 2025. The motion was seconded by Dawn McElhiney. Motion carried

unanimously. *The Borough of Dallastown's Fire Police request for the year are as follows – Dallastown Memorial Day Parade on May 26th, Dallastown Area High School Graduation, date and time to be determined, Gun Raffle at Yoe Park, date and time to be determined, Building Bridges for Brianna, date and time to be determined, National Night Out on August 5th, Dallastown Recreation Carnival on August 12th through 16th, all Dallastown High School football home games, Station 13-1 Rescue Fire Company Open house, date and time to be determined, Dallastown Borough Halloween Parade on October 16th, Christmas in Dallastown on November 8th, Dallastown Borough Tree Lighting on November 29th, Dallastown Wildcat 10K run in December. A motion was made by Donald Wright to approve Borough of Dallastown's Fire Police requests. The motion was seconded by Jill Conner. Motion carried unanimously. *The Borough of Red Lion's Fire Police request for the year are as follows – Memorial Day Parade on May 26th, Red Lion Street Fair on August 9th, Red Lion Halloween Parade on October 27th, and Red Lion New Year's Eve celebration on December 31st. A motion was made by Donald Wright to approve Borough or Red Lion's Fire Police requests for the year. The motion was seconded by Jill Conner. Motion carried unanimously.

- **Office Manager**

- Borough on-site annual audit with accounting firm Hamilton & Musser was completed successfully.
- Hamilton & Musser advised for the purpose of the escrow account held at Traditions Bank to be evaluated as the account has been inactive for 20+ years. No physical records could be located at the Borough's back office for the origination of this account. Donald Wright suggested that this monies might have been from the development of Wellington Hills or East Greenbriar. Attorney Sabol stated that he will try to locate records from these developments at Stock & Leader.
- W-2 for all on Council and the Mayor was mailed out in January, confirmation was obtained from all present that they received their W-2s.

- Resident at 103 N Main Street had requested for a handicap sign to be installed in front of the property as she uses a walker. Donald Wright made a motion to approve the handicap sign to be installed in front of 103 N Main Street, provided the resident submits a certification from her health care provider. The motion was seconded by Dawn McElhiney. Motion carried unanimously.
- **Solicitor**
No further items for discussion at this time.
- **Streets**
No further items for discussion at this time.
- **Buildings and Grounds**
No further items for discussion at this time.

Other Business

None at this time.

Adjournment

A motion was made by Donald Wright to adjourn the meeting at 8:10 p.m. William Rodgers seconded the motion. Motion carried unanimously.

Respectfully Submitted,
Sue Cheah
Office Manager/Treasurer