

## **Jacobus Borough Council Meeting**

**January 7th, 2026**

### **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, Trent Brown, Phyllis Bowers, Bill Rodgers, Mike Hammers, Rick Somerville, and Seth Byers, Esq., with Attorney Walt Tilley participating via phone.

### **Minutes and Treasurer's Report**

- Minutes of December 3<sup>rd</sup> 2025 Council Meeting – Phyllis Bowers asked for a clarification on the cost listed for the Farmington Drive stormwater trenches, whether the cost is for each individual trench or the total amount. Jordan Shenk clarified that the amount listed is the total estimated cost for the Farmington Drive stormwater trenches. Phyllis Bowers made a motion to accept the December 3<sup>rd</sup>, 2025 Council Meeting minutes as presented. The motion was seconded by Jill Conner. Motion carried unanimously.
- Treasurer's Report – Profit & Loss Statement for December 2025 was provided and reviewed by all. Included in the report was a statement of current balance in all bank accounts and a "budget vs. actual statement". A motion was made by Trent Brown to accept the Treasurer's Report as presented. The motion was seconded by Jill Conner. Motion carried unanimously.

### **Persons on the Agenda/Public Participation**

- Tom Caltagirone – Aptagen

Mr. Caltagirone stated that he owns the vacant land on Main Street next to Meadow Street and Oak Lane. He wanted to know how much longer the work on Meadow Street will take to complete. Jordan Shenk responded that the construction work itself will not take very long, possibly just a few weeks. However, the hold-up at the moment is Met-Ed because they have to move an electrical pole before construction can safely proceed. Mr. Caltagirone then wanted to know which part of Main Street's curb will be painted for restrictive parking. Trent Brown responded that the curb painting on Main Street is to repaint existing "no parking" curb areas, including the lineal feet in front of his property at 209 N Main. Mr. Caltagirone stated that two years ago that area was designated as "no parking" but the previous mayor had allowed it to be a parking spot. He stated that he understands the

concern of restricted vision for oncoming traffic and proposed a compromise to have a “15-minute parking” sign installed for unloading groceries. Phyllis Bowers questions “who is going to police that”. Mr. Caltagirone stated that the neighbors typically complain and will likely be the ones who will report if any vehicle is parked longer than 15 minutes. Attorney Tilley stated that since there is concern from residents about the safety of this intersection due to parked vehicles at the location, the decision is within control of the Borough. Mayor Beard reiterated that it will then be Council’s decision to turn back the area into a “no parking” spot. Mr. Caltagirone questioned if there had really been accidents at the location since the location was turned into a parking spot. Mayor Beard answered “yes” and in fact, this “goes back a long time”, which was why the area was designated “no parking” many years ago. People cannot see to pull out from Church Street if a vehicle is parked at that location. Trent Brown stated that Mr. Caltagirone is compromising the safety of people for the ease of unloading groceries and questioned why groceries cannot be carried in from the back since there is parking at the back of the property. Mr. Caltagirone insisted that accidents there do not happen because of vehicles parked in front of his property. He stated that parking was already approved a few years ago. Jordan Shenk stated that in August 2023, parking restrictions to the North of Church Street was set to extend 83-feet. But in November 2025, concerns for the safety at that junction persisted and Council approved to extend the parking restrictions further North from Church Street, reverting back the area in front of 209 N Main back to “no parking”. Attorney Tilley stated that either PennDOT or the Borough can impose parking restrictions. Phyllis Bowers asked Mr. Caltagirone what his concern was and what he wanted. Mr. Caltagirone answered that he wanted the convenience for his tenants. Rick Somerville stated that there is an alley in the back, why not park there to load/unload. Trent Brown stated that the “convenience” is causing accidents. Attorney Tilley suggested for Borough Engineer to contact Transportation Resource Group (TRG) to amend and extend the restricted parking area on N Main Street, pointing out accident history, citing limited line-of-sight. Jordan Shenk stated that he will call for a consult and get a quote for the cost of an amendment. Bill Rodgers asked for Jordan to see if TRG can do the consult and amendment without charge.

- Devon Kolomick – resident

Ms. Kolomick was present regarding speed control on Woodland Drive. She thanked Council for keeping the issue alive, pointing out that summer will soon be here and children will be outside. Present with her was Mr. Matthew Von Stein, who stated that on December 13<sup>th</sup>, another accident happened at night where a vehicle went through the yard at 35 Woodland and knocked down the mailbox. Apparently the vehicle skidded out of control from icy road conditions. Jordan Shenk stated that he would pull the police report to see if the accident occurred due to speed of the vehicle. Mr. VonStein stated that regardless of the report, residents in the area would still like to request a stop sign or speed bumps. Ms. Kolomick stated that she is an attorney at CGA Law and has not found any cases where a municipality was found liable for installing a stop sign in violation of the Pennsylvania Motor Vehicle Code. But will wait for the traffic study.

- Jordan Shenk – Site Design Concepts (SDC)

\*Meadow Street drainage repairs

Mr. Shenk reported that construction at Meadow Street is on hold even though all concrete structures are on site and large trees have been removed. The concern is a Met-Ed utility pole in

the construction area that is unstable, held on only by cable lines. Easy-Dig and Mr. Shenk have both been trying to get hold of Met-Ed to replace or fix said pole.

\*Water Street

Mr. Shenk reported that Stewart & Tate had completed the base drain repairs and replaced the culverts on Water Street. Milling and overlay will be done in the Spring when weather permit.

\*Curb painting for restricted parking areas on Main Street

Mr. Shenk reported that D.E. Gemmill had provided a quote for \$2,484.00 to paint 1,840 lineal feet of curb on Main Street for “no parking” in the Spring. A motion was made by Phyllis Bowers to accept the quote from D.E. Gemmill for curb painting on Main Street. The motion was seconded by Mike Hammers. Motion carried unanimously.

\*Woodland Drive traffic calming

Mr. Shenk reported that he has been in contact with Mr. Patrick Wright from the Local Technical Assistance Program (LTAP) of PennDOT to discuss conducting a traffic study on Woodland Drive. Through LTAP, the traffic study will be performed for free. It will include the collection of traffic and speed data to provide some traffic calming options that will be aligned with PennDOT’s Publication 13. A motion was made by Bill Rodgers to approve Jordan Shenk to coordinate with LTAP to perform the traffic study at Woodland Drive. The motion was seconded by Jill Conner. Motion carried unanimously.

- Al Diehl – Jacobus Lions Ambulance Club

Mr. Diehl reported that for December 2025, the Ambulance Club responded to 144 calls, of which 14 were within the Borough. A comprehensive report for 2025 was also submitted, where Mr. Diehl summarized that the Ambulance Club responded to a total of 1,576 calls, of which 909 were for Advanced Life Support (ALS) and 667 were for Basic Life Support (BLS). 910 of total calls, the patient needed to be transported, and 21 were for fire standby. 100 total calls responded within the Borough, which was 6.35% of the total call volume.

- Steve Overmiller - Goodwill Fire Co.

Mr. Overmiller introduced himself to the new members of Council, stating that this is his seventh year as president of the Goodwill Fire Company. He presented his report for the Fire Company, with 63 call response for the month of December, which was a record amount for the year. For the year, total of 1,361.59 hours were spent responding to calls. For the year, the Fire Company had 31 fundraising events, amounting to 2,490 hours in total. For 2026, they have planned for 40 fundraisers that will include their monthly breakfast buffets, bingos, and auctions. Phyllis Bowers stated that East Prospect Fire Company had closed while two other volunteer fire companies are on the drawing board. She inquired if our fire company is in any trouble. Mr. Overmiller responded “no”, that they are “in good shape”. Attorney Tilley stated that from what he has seen, most difficulties of volunteer fire companies are in recruiting for new volunteers. A member of the audience stated that an incentive could be in the form of a real-estate tax relief for volunteer fire fighters.

### **Action to be Taken**

- A motion was made by Phyllis Bowers to accept the Resolution 2026-1, Fee Schedule for 2026 as presented. The motion was seconded by Jill Conner. Motion carried unanimously.
- A motion was made by Bill Rodgers to adopt the 2026 General Fund and Liquid Fuels budget. The motion was seconded by Rick Somerville. Motion carried unanimously.

## **Borough Reports**

- **Mayor & Emerg. Mgmt.** – \*YCARPD report for November 2025 – there were 57.17 police service hours, 24.49 administrative hours, and 19.27 hours running total. For December, there were 15 response calls. One of the response calls was logged to the Borough’s office address, which the Mayor will check with Chief Damon on the details of that call as no one at the office is aware of such call. The Mayor also reported that due to the mergers of the police departments, YCARPD now has two new corporals, but in need of more administrative personnel. Steve Overmiller stated that the number of police incident reports are now higher because all emergency calls will go to the police first, and not to the fire department. Even for downed poles. Police will be the first to respond then other emergency responders will be called as necessary.
  
- **Office Manager**
  - A motion was made by Mike Hammer to retain Wetzel’s Cleaning Service for all Borough’s custodial needs. The motion was seconded by Trent Brown. Motion carried unanimously.
  - A motion was made by Bill Rodgers to retain Diehl’s Landscaping and Lawn Care for all Borough’s ground maintenance needs. The motion was seconded by Jill Conner. Motion carried unanimously.
  - The final municipal audit on-site will be performed by Hamilton & Musser on January 15<sup>th</sup>.
  - A motion was made by Bill Rodgers to approve the tax collector’s sitting hours for tax collection on April 3<sup>rd</sup>, 4<sup>th</sup>, 7<sup>th</sup>, 10<sup>th</sup>, 11<sup>th</sup>, and 14<sup>th</sup>, from 4:00 to 6:00 p.m on Tuesdays and Fridays, and from 10:00 to 12:00 noon on Saturdays. The motion was seconded by Jill Conner. Motion carried unanimously.
  - Annual municipal recycling report data collection has been initiated. This data is needed for grant renewal.
  - MS965 liquid fuels report has been submitted to enable the Borough to receive funds for liquid fuels.
  - Saxton & Stump will be holding a “Municipal Law 101” training on January 27<sup>th</sup>. Those on council able to attend will be registered. Attorney Tilley encouraged all to attend as it will be an opportunity to review new and old municipal law and also meet other attorneys from the firm.
  - Borough code officer reported that he visited the tattoo parlor at 12 Valley Road but each time, the business was not open. He will reach out to owner of the property. Mike Hammers stated that a tattoo parlor may be allowed on premises, however a “change of use” still has be issued with proper code inspections.
  - Holiday gifts were received from Saxton & Stump, who donated to York County Food Bank on Borough’s behalf, a gift basket each from Site Design Concepts and Salem Lutheran Church.

- **Solicitor**

No further items for discussion at this time.

- **Streets**

No further items for discussion at this time.

- **Buildings and Grounds**

Mayor Beard reported that the two flower pots at the park broke from freeze/thaw. He will replace them in the Spring. He also reported that Werner Brothers is now the new owner of John's RV and that they will be a good asset for the community.

### **Council Comments**

Phyllis Bowers stated that she had reached out to the Alumni Office at York College to inquire about recruiting students in their Criminal Justice Department to provide security at ballgames at the Jacobus Ballfield. She shared a copy of an email which had some questions pertaining to the request for security. These questions have to be answered before the college can commit to providing assistance. Sandy Sheffer stated that Council will discuss this at the next meeting to give time for members to look over the questions. For the benefit of new council members, Trent Brown summarized the issues that surfaces at ballgames which include washing of mud from cleats in bathroom sinks and commode, clogging the sinks, clogging urinals with sunflower seed husks, tracking mud into the bathrooms, overflowing garbage in the bathrooms, knocking off mud from cleats on dugout walls, consuming alcohol at games. Rick Somerville asked if any conversation had been had with the ball teams. Mayor Beard replied that every year the teams were reminded of the rules.

### **Adjournment**

A motion was made by Phyllis Bowers to adjourn the meeting at 8:44 p.m. Bill Rodgers seconded the motion. Motion carried unanimously.

Respectfully Submitted,  
Sue Cheah  
Office Manager/Treasurer