

**Jacobus Borough Council Meeting**  
**Meeting Date: April 3rd 2024**

**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 followed with the Pledge of Allegiance.

**Roll Call**

Present were Sandy Sheffer, Lance Beard, Jeff Hammers, Donald Wright, Jill Conner, Phyllis Bowers, and Solicitor Sarah Doyle. Mayor Greg Gruendler and Dawn McElhiney were absent.

**Minutes and Treasurer's Report**

- Minutes of March Council Meeting – Jill Conner made a motion to approve the March Council Meeting minutes as presented. The motion was seconded by Jeff Hammers. Motion carried unanimously.
- Treasurer's Report – Profit & Loss Statement along with bank account summaries were reviewed by all present. A motion was made by Donald Wright to approve the Treasurer's Report as submitted. Jeff Hammers seconded the motion. Motion carried unanimously.

**Persons on the Agenda/Public Participation**

- Cody Carman – Springfield Township Recreation Board. Mr. Carman was present to request the use of Borough's baseball field for the use of their U14 team who has outgrown the field at Springfield Township. There are plans to expand their current field, however, due to a shortage of Diamond Tex, they are not able to get the field ready in time for the season. Mr. Carman is one of the coaches for the team and offered to help with the maintenance of the Borough field. Donald Wright expressed that it will be tight scheduling for the use of the field as there are now four teams using the field, however, to communicate with the Borough scheduler. A motion was made by Lance Beard to allow the Springfield Township Baseball U14 team to use the Borough's baseball field, with the fee waived seeing that there is a mutual recreation agreement between Springfield Township and Jacobus Borough. The motion was seconded by Jeff Hammers. Motion carried unanimously.
- Michael Wakeling – Jacobus Jackals. Mr. Wakeling was present to request permission for use of the baseball field for the upcoming baseball season, on the same terms as in previous years with the fee waived. A motion was made

by Donald Wright to allow the Jacobus Jackals to use the baseball field for the season with the fee waived. The motion was seconded by Jill Conner. Motion carried unanimously.

- Steve Overmiller, Goodwill Fire Company – Mr. Overmiller presented that their Bingo and Breakfast fundraisers are going well, with the Cash and Gun Bash taking place on April 27<sup>th</sup>. For the month of March, the fire company responded to 28 calls, with a total of 74 calls for the year. 81 total hours for the month and 239 hours for the year. Mr. Overmiller also reported that they had received a FEMA grant and they are sending three representatives for training in Wisconsin.

### **Action to be Taken**

None at this time

### **Borough Reports**

- **Mayor & Emerg. Mgmt.** –\*YCRPD report for February 2024 – 46.21 service hours recorded, 24.44 administrative hours, with 9.81 hours running total. There were 12 Response Calls, half of which were responses to incidents on Main Street. \*The following Fire Police requests were presented – Borough of Glen Rock requested Fire Police assistance for the Susquehannock High School Graduation on May 23, Glen Rock Arts & Brew Fest on June 1, Glen Rock Tree Lighting on December 1, Glen Rock Carolers on Christmas Eve; Families Renewed, Inc. requested Fire Police assistance for their Second Annual Mason-Dixon Ride for Life on May 11; Dallastown Borough requested Fire Police assistance for their National Day of Prayer on May 1, Memorial Day Parade, Safer Gun Raffle on June 15, Building Bridges for Brianna on June 22, National Night Out on August 6, York County Fireman’s Convention Parade on August 10, Dallastown Carnival on August 13 through 17, Dallastown High School Football Games (five home games, date to be determined), Halloween Parade on October 19, Dallastown Borough Witch Watch on October 31, and Dallastown Wildcat 10K run in December; Borough of Red Lion requested Fire Police assistance for their Memorial Day Parade on May 27, Red Lion Street Fair on August 10, Red Lion Halloween Parade on October 28, Red Lion New Year’s Eve Celebration on December 31. A motion was made by Donald Wright to approve all the Fire Police requests as presented. The motion was seconded by Jill Conner. Motion carried unanimously.
- **Office Manager**
  - RCT-910 – filed with the Public Utility Realty Tax Act (PURTA).

- De-winterization of park facilities – completed by Miller Home Climate Control LLC.
- April park reservations – there are two reservations for the month of April. Volunteer sign-up sheet and reservation signs circulated.
- “No Trucks” sign – signage at the corner of Smith and Pleasant has been suggested by management of Smith Village to prevent big tractor trailers delivering furniture from going down Pleasant and turning onto Valley Road. Trucks taking wide turns on Valley Road have been tearing up the yard of the house at said corner. To prevent this, the “no trucks” sign was suggested for the junction of Smith and Pleasant so that the big trailers can turn onto Smith to get to Main Street. Donald Wright suggested that the sign will have to have a tonnage notation so that it does not prevent smaller delivery trucks such as Amazon, UPS, FedEx trucks from accessing Pleasant as well.
- Insurance claim – insurance adjuster for the claim on the traffic signal control box finally approved total replacement of the control box. The replacement cost as estimated by Atlantic Transportation Systems is \$33,208.00. The claim will also reimburse for the generator plug and three batteries that we installed less than a month before the fire, in the amount of \$1,460.00, and also labor and material cost for the repairs to temporarily fix the control box in the amount of \$9,042.80.
- Hazardous structure – Borough Engineer has been to examine a structure at rear of 125 N Main Street and deemed it a “harardous structure”. The block building has roof structures that are deteriorating and can be blown away by wind posing a danger to people, vehicles and buildings around. A letter has been sent to the property owner to fix this issue.
- **Solicitor** – \*Attorney Doyle stated that there has been recent inquiries from the press regarding the new thrash/recycling contract with Penn Waste. Attorney Doyle briefed Council on proper ways to handle interview requests, such as to designate on representative from Council, or state “no-comment”, or refer requests to the solicitor; \*As mentioned in last council meeting, a discussion is needed to consider increasing the number of permitted yard-sales per year. Donald Wright suggested to allow one permitted yard-sale per quarter in addition to the free yard-sales during holiday weekends and made a motion for said proposal. The motion was seconded by Lance Beard. Motion carried unanimously. Attorney Jason Sabol from Stock and Leader who was present will be drafting the ordinance amendment and advertising for the change.

- **Streets** - \*Circle Drive – the stormwater drainage issue on Circle Drive is still being discussed with the church as the proposal is to have a leech field on their property on Water Street. Borough engineer is currently in discussions with church board members. This alternate solution is more cost effective than to have two storm drains on Circle Drive; \*E. Greenbriar – a change order to the resurfacing project of E-. Greenbriar was submitted for approval. This change order will be for replacing four inlet tops and removing two additional inlet tops to repair grouting. The cost for this work will be \$6,740.00. A motion was made by Donald Wright to approve the change order as presented. The motion was seconded by Jill Conner. Motion carried, with Lance Beard abstaining from the vote; \*Storm water maintenance – a motion was made by Donald Wright to authorize Site Design Concepts to revisit the Borough’s stormwater maintenance and to obtain quotes for the project. The motion was seconded by Jill Conner. Motion carried unanimously.
- **Buildings and Grounds** – \*Lance Beard presented Spring cleaning has been scheduled for April 21<sup>st</sup>. The Dallastown Chapter of the National Honor Society will be sending their members to paint the inside of both restrooms and kitchen.

**New Business** – none at this time

**Unfinished Business** – none at this time

**Adjournment** – A motion was made by Donald Wright to adjourn the meeting at 7:50. The motion was seconded by Jill Conner. Motion carried unanimously.

Respectfully Submitted by,  
Sue Cheah  
Office Manager/Treasurer