

Jacobus Borough Council Meeting
Meeting Date: December 2nd, 2020
(via Teleconference)

Call to Order

Council President Roger Coleman called the meeting to order at 7:00 p.m.

Roll Call

Participating in the call were Roger Coleman, Lance Beard, Greg Gruendler, Donald Wright, Brian Dell, Jill Conner, Sandy Sheffer, Jeff Hammers, Sarah Doyle, Esquire and Sue Cheah.

Minutes and Treasurer's Report

- Minutes of November Council Meeting – Donald Wright made a motion to accept the November 4th, 2020 Council Meeting minutes as presented. The motion was seconded by Jeff Hammers. Motion carried unanimously.
- Treasurer's Report – Profit & Loss Statement for November was reviewed by all participating. Included in the report was a statement of current balance in all bank accounts. A motion was made by Lance Beard to accept the November 2020 Profit & Loss Statement as presented. The motion was seconded by Jeff Hammers. Motion carried unanimously.

Persons on the Agenda/Public Participation

- Grant Anderson, Site Design Concepts
Mr. Anderson presented his review of:
 - *Proposed project at 17 S Main Street, by developer Inch & Co.
 - Mr. Anderson presented the estimated construction cost for site development at 17 S Main Street as was submitted to SDC by Inch & Co.'s engineer, Gordon Brown and Associates. Based on the prepared estimate and the approved Land Development Plans, Mr. Anderson recommends a surety, as required by Borough Ordinance, in the amount of \$407,404.80. A motion was made by Donald Wright to approve the amount of \$407,404.80 for bond on the site development for this project as recommended by the Borough engineer. Motion was seconded by Jeff Hammers. Motion carried unanimously.
 - PennDOT is requiring a "Stormwater Consistency Letter" from the Borough for the Highway Occupancy Permit (HOP) application. SDC now has a stormwater plan from Gordon Brown for this project, Mr.

Anderson will therefore draft a letter for Borough Council's approval at next meeting. Jeff Hammers stated to include in the letter that no permit shall be issued until Inch&Co has a new and valid HOP.

- York County Conservation District issued a NPDES permit to Inch & Co. based on a plan that was not exactly the original approved plan. Mr. Anderson nor the Borough was invited or notified of the pre-construction meeting and therefore did not know that the plan that was submitted to get the NPDES permit differed from the original approved plan. However, at this point, Mr. Anderson is of the opinion that the change in plan is not substantial enough to require Inch & Co. to submit a new Land Development approval.

- The development of this project as officially submitted and recorded is to be in two phases. However, Inch & Co. has communicated through their attorney, Christian Miller, that they would like to build entirely in one phase. According to Mr. Anderson, to construct both buildings all in one phase constitutes a substantial change to the originally approved plan. Donald Wright reiterated that the original condition to build in two phases is to ensure that stormwater management installed upholds and not pressurize the stream to the rear of the site that is already supercharged. A motion was made by Donald Wright to authorize Mr. Anderson to draft and send a letter to Inch & Co. stating that the construction shall be made in two phases according to the original approved plan. To do construction in one phase will require the submission of a new Land Development plan. The draft is to be submitted to Attorney Herrold for review. Motion seconded by Lance Beard. Motion carried unanimously.

*2021 Street Project

- Hillside – Mr. Anderson had identified four areas for inlet infiltration structures to be installed along Hillside Drive for stormwater management. An estimate and drainage plan was submitted for review. The cost estimate was for \$169,594.70.

- Geiselman – Mr. Anderson submitted an estimate to repave Geiselman Drive for \$51,645.55. Lance Beard questioned if “Superpave” was necessary for a street which does not get much traffic flow. Mr. Anderson recommends Superpave as regular asphalt does not hold up to freeze and thaw as well as Superpave does. A motion was made by Brian Dell to authorize Grant Anderson to pave Geiselman and drainage at Hillside as presented and to put out bids for these projects as one. Motion was seconded by Donald Wright. Motion carried unanimously.

Action to be Taken

- **Vote on Council Person**

Roger Coleman announced that Mike Hammers had withdrawn from consideration due to personal reasons. Candidates left to be considered were Debbie Loucks, Dawn McElhiney, and Phyllis Bowers. Council Members discussed the strengths and weaknesses of each candidate. After a lengthy discussion, Brian Dell motioned to select Phyllis Bowers as Council Member to replace Roger Coleman. Motion was seconded by Roger Coleman. Motion carried unanimously.

- **Vote on Right-To-Know Officer**

Brian Dell recommended for Sue to be the Right-To-Know Officer. Donald Wright motioned to have Sue Cheah be the Right-To-Know Officer if she accepts the position. Sue accepted the position. Motion was seconded by Brian Dell. Motion carried unanimously.

- **2021 Meeting and Office closing schedule**

The schedule was presented to Borough Council. Donald Wright motioned to accept the schedule as presented. Jeff Hammers seconded the motion. Motion carried unanimously.

- **2021 Proposed General Fund Budget**

The proposed General Fund Budget was presented to Borough Council. Donald Wright motioned to approve the 2021 General Fund Budget as proposed. Sandy Sheffer seconded the motion. Motion carried unanimously. Added comment from Brian Dell is that his vote was a “reluctant yes” as he felt the budget fell short on contribution amounts to the Fire Company and Ambulance Club. While the amount is an increase from prior year’s contribution, he felt that the Borough can donate more to support this “very important asset” of our community. Donald Wright suggested that “one-time donations” can always be made as necessary.

- **2021 Liquid Fuels Budget**

The proposed Liquid Fuels Budget was presented to Borough Council. Donald Wright motioned to approve the 2021 Liquid Fuels Budget as proposed. Brian Dell seconded the motion. Motion carried unanimously.

- **Tax levy rate resolution**

The resolution was to maintain the same millage rate as 2020 for municipal real estate tax at 2.00. Donald Wright motioned to approve the tax levy rate resolution. Brian Dell seconded the motion. Motion carried unanimously.

Borough Reports

- **Mayor & Emerg. Mgmt.** – Mayor Greg Gruendler presented:
 - *Contract with YARPD is coming up for renewal, with the cost for 2021 increasing at 2% from 2020 to the amount of \$100,105. Donald Wright motioned to accept the contract with YARPD for a three year term at a rate not increasing by more than 3% per year, with the same terms as in the previous years. Motion was seconded by Lance Beard. Motion carried unanimously. *YARPD report for October 2020 – 83.62 police service hours, 37.48 administrative hours (the number of hours is higher than usual, the Mayor will be inquiring), with a running total of -59.13 hours; 27 response calls; *Emergency Management Services – the Mayor attended a meeting where distribution of Covid-19 vaccines was discussed. As presented, the distribution will be a challenge in logistics as personnel management for Fire Police, Police, nursing staff, and administrative staff need to be organized. Since the vaccine is a prescription grade pharmaceutical, licensed pharmacists will also have to be present on site. The current site for administering the vaccine will be at HACC, planned for some time in Spring 2021.
- **Office Manager**
 - 904 Recycling Performance Grant has been completed for 2020 and submitted to DEP.
 - Annual 2020 audit of Borough finances as performed by accounting firm Hamilton & Musser has been scheduled for December.
 - Clarification on D.E. Gemmill’s contract for street signs within the Borough was discussed as to date, a report had not been received for 2020. According to Gemmill, random street signs are evaluated for their reflectivity throughout the year. The evaluation data is recorded along with any data for new/replaced signs. This report will then be made available to the Borough annually in December.
 - DEP’s Act537 update regarding chemical toilets within the Borough is that according to DEP, the collection of a fee for chemical toilets is upon discretion of each municipality. Most municipalities which collect a fee for chemical toilets do so to cover costs for their Sewage Enforcement Officer.
- **Solicitor**
 - Attorney Doyle continued the discussion of chemical toilets and mentioned that the Borough’s Ordinance does not rescind the chemical toilet fee. If Council would like to rescind said fee, a

resolution will be needed to do so. Brian Dell mentions that the fee is the only way to regulate chemical toilets within the Borough.

However, Donald Wright pointed out that our Ordinance does not support such a regulation. Jeff Hammers motioned to eliminate the requirement of a fee for chemical toilets within the Borough. Motion was seconded by Lance Beard. Brian Dell called for a division of house. Vote was called as follows – Roger Coleman (yes), Donald Wright (yes), Brian Dell (no), Jill Conner (yes), Sandy Sheffer (yes), Lance Beard (yes), Jeff Hammers (yes). Motion carried.

- Roger Coleman called to open the meeting to the public. Attorney Doyle presented on amending of zoning ordinance, Section 1 to amend the circumstances under which a certificate of use must be obtained and Section 2 to amend the definition of prohibited signs within the Borough. There was no public comment, Donald Wright made the motion to approve the changes to amend the ordinance as presented. Motion was seconded by Jeff Hammers. Motion carried unanimously.

- **Streets**

Donald Wright gave an update that Easy-Dig will be fixing potholes and overlay on Cherry Lane within the next few weeks, weather permitting.

- **Buildings and Grounds**

Roger Coleman presented that the retention pond area has been cleared of brush. Light at the park flagpole has also been fixed. However, this will only be a temporary fix as water will penetrate the housing for the light again.

Donald Wright suggested a mountable solar light which will illuminate from the top of the flagpole.

New Business

Jeff Hammers commented on the quality of job of our current SEO who was punctual for the inspection appointment, and thorough job inspecting his on-lot septic system.

Correspondence

The Goodwill Fire Company sent a thank-you note for the donation of \$15,000 which was used towards the purchase of Amkus Rescue Tools.

Other Business

Brian Dell thanks his colleagues on the Council for working with him in 2020, and looking forward to a better 2021.

Adjournment

A motion was made by Donald Wright to adjourn the meeting at 9:00p.m. Jill Conner seconded the motion. Motion carried unanimously.

Respectfully Submitted,

Sue Cheah
Office Manager/Treasurer