

Jacobus Borough Council Meeting
Meeting Date: December 4th, 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 and was followed by the Pledge of Allegiance.

Roll Call

Present were Sandy Sheffer, Lance Beard, Phyllis Bowers, Dawn McElhiney, Donald Wright, Jill Conner, and Jason Sabol, Esquire. William Rodgers and Jeff Hammers were not present.

Minutes and Treasurer's Report

- Minutes of November Council Meeting – Donald Wright made a motion to accept the November 6th, 2024 Council Meeting minutes as presented. The motion was seconded by Jill Conner. Motion carried unanimously.
- Treasurer's Report – Profit & Loss Statement for November along with all bank account balances were provided and reviewed by all. A motion was made by Donald Wright to accept the November 2024 Profit & Loss Statement as presented. The motion was seconded by Phyllis Bowers. Motion carried unanimously.

Persons on the Agenda/Public Participation

- Grant Anderson, Site Design Concepts (SDC)
 - Meadow Street drainage repairs – Mr. Anderson reported that he has been working with a representative from Columbia Gas to relocate the gas main on Meadow Street to the middle of the street and nine-feet deep before the start of storm sewer excavation by Easy-Dig. Meanwhile, communications have also been initiated with property owners adjacent to the site. Mr. Anderson then discussed the potential of repurposing Meadow Street as had been suggested by Donald Wright. The proposal is to remove the roadway just East of Oak Lane making that portion of Meadow Street a stormwater basin. Mr. Wright's argument for repurposing the road into a stormwater basin is that the area is all within Borough grounds. Should the road be kept as it is, the Borough would have to purchase land or have an agreement with adjacent landowners to properly remediate stormwater issues in that area. Mr. Anderson asked the emergency response personnel present whether either fire trucks or ambulance would need to go through Meadow Street and both representatives responded negative. Mayor Beard suggested to first approach the owner of Smith Village to take the responsibility to fix the north-facing embankment behind the shops then proceed with repairs of the storm pipe. Mr. Wright stated that stormwater issues will still persist with just fixing the collapsed pipe. It was finally agreed that Mayor Beard will discuss the issue with the owner of Smith Village.

- Water Street – Mr. Anderson gave a summary of the meeting with York Water Company (YWC) that took place on November 25th. Donald Wright, Sandy Sheffer, Dawn McElhinney, Lance Beard, Attorney Jason Sabol and Grant Anderson met with representatives from YWC. At the meeting, YWC’s engineers from CS Davidson gave their argument as to why they believe a full-depth reclamation is not necessary for Water Street. Rather, they claim that a “mill and overlay” is sufficient as their construction vehicles for the dam project did not deteriorate the roadway as expected, and that point was proven by geological tests that were done. The conclusion of the meeting was that construction of the turn-around at the end of Water Street will proceed. When construction triaxles pass through, the Borough will conduct a proof roll, video recording any deflection of the roadway with the weight of these heavy vehicles. In the Spring, Columbia Gas will be replacing gas lines on Water Street. At that time, the Borough will inspect the trench, looking at the depth of stone base and pavement. The Borough will then decide at that point the next course of action, whether to adhere to a full-depth reclamation or settle for a “mill and overlay” for Water Street.
- Circle Drive cleaning schedule – Mr. Anderson reported that Easy-Dig had cleaned out the new storm drain on Circle Drive twice in November and once already in December. However, Mr. Anderson inspected the condition and noticed significant leave build up since the last cleaning and recommends for another cleaning. Mr. Wright agreed.
- Steve Overmiller – Goodwill Fire Company
Mr. Overmiller presented that the breakfast buffet and bingo fundraisers are going well. For the Christmas season, they will be having Santa ride through Jacobus on December 14th starting at dusk, and a “breakfast with Santa” on December 15th. Santa will also be present at the Christmas Tree lighting event at the park on December 8th. Mr. Overmiller also reported that the new firetruck is now in its fourth week of built, with completion projected for February 2025.
- Earl Click – Jacobus Lions Ambulance Club
Mr. Click presented that there were 138 calls last month, with a total of over 1,500 calls for the year. Mayor Beard requested to see the new ambulance and Mr. Click agreed to bring the new vehicle to the January Council Meeting.

Action to be Taken

- 2025 meeting and office closing schedule
A motion was made by Donald Wright to approve and advertise the 2025 meeting and office closing schedule, with a change in July’s Council Meeting to the second Wednesday in July. The motion was seconded by Dawn McElhinney. Motion carried unanimously.
- Tax Levy rate resolution
A motion was made by Donald Wright to approve the Tax Levy rate resolution for 2025 to remain the same as previous year, at 2mills. The motion was seconded by Jill Conner. Motion carried unanimously.
- 2025 General Fund and Liquid Fuel budgets

A motion was made by Donald Wright to move to passage the proposed 2025 General Fund and Liquid Fuel Budgets. The motion was seconded by Jill Conner. Motion carried unanimously.

Borough Reports

- **Mayor & Emerg. Mgmt.**

Mayor Lance Beard reported: *YCRPD report for October 2024 – 45.80 police service hours, 22.03 administrative hours, with a running total of 48.61 hours; 22 response calls, with seven responds to a same address on Main Street. The Borough was informed that next year's police service fees will increase by 4.5%; *October Police Commissioner's Report was also included in every Council member's folder.

- **Office Manager**

- The Act101, Section 904 Recycling Program Performance Grant has been initiated and will be submitted shortly.
- Annual Borough audit by accounting firm Hamilton & Musser has begun. The onsite audit has been scheduled for January 15th 2025.
- Workers Comp premium reimbursement for volunteer firemen under Code 994 has been received from both York Township and Springfield Township.
- The 2025 Borough Fee Schedule was presented to Council. Fees that were increased from 2024 were highlighted, such as Borough attorney fees increased from \$215/hour to \$222/hour, all aspects of engineering fees increased, such as the senior municipal engineer fee increased from \$145/hour to \$152/hour, police service fees increased from \$101.49/hour to \$106.30/hour, while fees pertaining to code officer, sewer enforcement officer, zoning and building permits remain the unchanged. A motion was made by Donald Wright to approve the 2025 Borough Fee Schedule as presented. The motion was seconded by Dawn McElhiney. Motion carried unanimously.
- York County Treasurer's Office requested sitting hours for tax collection at the Borough Municipal Building on March 11th 2025 from 3:00 to 4:30 p.m. A motion was made by Donald Wright to approve the sitting hours for tax collection. The motion was seconded by Dawn McElhinney. Motion carried unanimously.

- **Solicitor**

Attorney Sabol had no comments at this time.

- **Buildings and Grounds**

- Council President Sheffer stated that council members should assist in keeping a watch out for piles of leaves and remove them to prevent clogging of storm drains, particularly the new drain on Circle Drive.
- Donald Wright stated that the pot-hole that was patched on Meadow Street, by the cemetery, is unravelling again. Mr. Wright stated that the area should be saw-cut and fixed, rather than just patch. Should look into getting the work done first thing in the Spring.

New Business

- Council President asked for a park fee waiver for the Cancer Crushn' Run in April 2025 organized by the Jacobus Lioness Club. A motion was made by Donald Wright to waive the fee for the 2025 Cancer Crushn' Run. The motion was seconded by Dawn McElhiney. Motion carried unanimously.

Adjournment

A motion was made by Donald Wright to adjourn the meeting at 7:47 p.m. Jill Conner seconded the motion. Motion carried unanimously.

Respectfully Submitted,

Sue Cheah
Office Manager/Treasurer