

Jacobus Borough Council Meeting February 7th, 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, Jill Conner, Donald Wright, Phyllis Bowers, Dawn McElhiney, Jeff Hammers and Sarah Doyle, Esquire. Mayor Greg Gruendler was absent.

Minutes and Treasurer's Report

- Minutes of January Council Meeting – Donald Wright made a motion to accept the January 3rd, 2024 Council Meeting minutes as presented. The motion was seconded by Jeff Hammers. 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 2024 Profit & Loss Statement as presented. The motion was seconded by Jill Conner. Motion carried unanimously.

Persons on the Agenda/Public Participation

- Chris Shenberger – Scout Crew 69
Mr. Schenberger was present to inform Council that this year, the Scout Crew 69 will be holding an "Offroad Fest" as their fundraising event rather than the usual Drive-In movie nights as in previous years. The event will take place on June 29th at Mr. Beard's Water Street property, with food trucks, vendors, and various off-road vehicles planned to be in attendance. Donald Wright requested that the troop inform all neighboring property owners of the event prior as a courtesy. Council President asked if there were any objections to the proposed event, to which there were no objections voiced.

- Tyler Anderson – Bulldogs Adult 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 2024. Mr. Anderson also agreed to continue to be the official scheduler for all teams using the field. A motion was made by Donald Wright 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. Lance Beard reminded Mr. Anderson of the “carry-in, carry-out” policy at the park, which pertains to all players and guests of the baseball teams.
- Dallastown Cougar Athletics
Mr. Justin, 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 Jeff Hammers. Motion carried unanimously. Mr. Beard reiterated the new “carry-in, carry-out” policy for the park and also for help with maintenance of the ballfield.
- Simon Schilling – Commonwealth Code Inspections
*Mr. Schilling presented a summary on a residential complain he had received for 35 Farmington Drive at the beginning of January. He made a courtesy visit to the residence and found that there were thrash cans laying around the front yard with thrash such as empty soda cans and water bottles strewn around. Mr. Schilling had a conversation with the homeowner who stated that she has some serious health and financial issues which she is currently facing. Mr. Schilling gave her verbal notice to clean up the yard by the end of the month. At the return inspection, Mr. Schilling noted that there were no signs of an attempt to remedy the situation. Donald Wright instructed Mr. Schilling to send an official letter of code violation and post the letter at the property as well to enable the Borough to take further action if necessary. Attorney Doyle affirmed that it is appropriate to move forward with a violation notice.
*Mr. Schilling also updated on the code violation at 10 Water Street. There has been no feedback from the homeowner at said address and a second violation notice was posted at the address on February 6th.

*Jeff Hammers brought up his concern regarding the fence at the residence on N. Main Street which violates ordinance stating that a fence has to be 15-feet from a right-of-way and not blocking a sight-triangle. In this case, the fence is clearly blocking the sight-triangle coming out of the adjacent alley onto Main Street. Mr. Schilling inquired if Mr. Hammers would like the fence to be removed. To which Mr. Hammers stated that the Borough needs to uphold and reinforce ordinances. Mr. Schilling will revisit the fence on Main Street the following day to assess.

*Jeff Hammers also inquired about the electric sign in front of the Salem Lutheran Church. According to Mr. Schilling, that permit was approved by South Penn Code Consultants and with that intersection being of a triangular shape, it is difficult to determine the exact sight-triangle to accurately say if the sign is blocking the sight-triangle.

- Grant Anderson – Site Design Concepts

- *E. Greenbriar Drive – bids for scratch and overlay with drainage improvements.

- Mr. Anderson reported that six bids were received for the E. Greenbriar street project, and presented to Council a table of the total cost for each of these bids with Long's Asphalt Inc. presenting the lowest bid at \$67,527.50. Mr. Anderson stated that this bid came in 30% below his estimation and is projected to begin in April with work completed all at once, including the repair of one inlet on the street. Mr. Anderson recommends awarding the bid to the lowest bidder, Long's Asphalt Inc. A motion was made by Jeff Hammers to award the E. Greenbriar Drive resurfacing project to Long's Asphalt. The motion was seconded by Phyllis Bowers. Motion carried by majority vote with Lance Beard abstaining from the motion.

- *Circle Drive - stormwater

- Council President inquired on the status of the stormwater issue that had previously been discussed. Mr. Anderson stated that he had not heard back from Christ Church who owns the land on which run-off from Circle Drive is proposed to be directed onto. Council President instructed Mr. Anderson to follow-up with the church.

- *22 Ameda Drive - stormwater

- Homeowner at this address had approached council several times in the past regarding stormwater run-off through his property. Mr. Anderson reported that upon inspection, it appears that the rolled curb at said property has been mashed down. Mr. Anderson obtained a quote from Easy-Dig Excavating for \$2,516.50 to remove and reinstall

approximately 50 lineal feet of rolled curb and seal. Donald Wright stated that the Borough has done repairs for other residents before and hence made a motion to authorize Easy-Dig to perform the repairs to the rolled curb at 22 Ameda Drive. The motion was seconded by Jeff Hammers. Motion carried by majority vote, with Lance Beard abstaining from the motion.

*School bus stop sign – Greenbriar/Main

Attorney Doyle reported that a resident had contacted the Borough requesting for a school bus stop sign to be placed at the intersection of Greenbriar and Main. According to the Dallastown Area School District's transportation department, this sign is not necessary. This proposed location is on State roadway, however PennDOT stated that ultimately the signage will be under Borough's jurisdiction. Attorney Doyle therefore is requesting Mr. Anderson to investigate if there would be a 500-foot clear line of sight from the proposed site of the school bus stop sign. A motion was made by Donald Wright to authorize Borough engineer to check for a 500-foot clear line of sight on Main Street to the proposed site of the school bus stop sign. The motion was seconded by Dawn McElhiney. Motion carried unanimously.

- Earl Click – Jacobus Lions Ambulance Club

Mr. Click reported that the Ambulance Club is now at full-time staffing status and that they will be receiving they overhauled truck in May.

- Craig Lipinski - Goodwill Fire Co.

Mr. Lipinski reported that their Bingo fundraisers have been very successful with the last one being the most attended by far. Therefore, they will continue to hold Bingo events every first Saturday of the month. And also continue with the breakfast buffet every third Sunday of the month. Mr. Lipinski also reported that the social hall at the firehouse now has new lights and ceiling tiles replaced. The Borough's emergency generator for the traffic light is now housed in the shed at the firehouse and a test-run will be performed once a month.

Borough Reports

- **Mayor & Emerg. Mgmt.** – *YCARPD report for December 2023 – there were 81.75 police service hours, 38.52 administrative hours, and -37.60 hours running total. Total for the year, are 754.55 police service hours and 332.09 administrative hours. For December, there were 23 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 29th. A motion was made by Donald Wright to approve the Fawn Grove Borough's Fire Police requests. The motion was seconded by Dawn McElhiney. 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 2024. The motion was seconded by Dawn McElhiney. Motion carried unanimously.

- **Office Manager**

- Borough on-site annual audit with accounting firm Hamilton & Musser was rescheduled due to snow storm.
- W-2 for all on Council and the Mayor were mailed out in January.
- Annual Statement of Financial Interest forms were handed out to all. All present were instructed to submit their Statement of Financial Interest by May 1st 2024.
- Council was briefed on the electrical burn at the traffic light control box. The power line on Main Street broke and fell onto the traffic light twice in January, both times causing a power surge that resulted in fire at the control box. Atlantic Transportation Systems were able to fix it both times, however they reported that the box is highly compromised and should be replaced. An insurance claim has been filed.
- New owner of 109 N Main Street would like the handicap sign in front of the property and the blue curb paint removed as those were there for the previous owner. The owner has been informed that curb painting has been slated for Main Street in the Spring, at which time the curb paint and sign will be removed.
- The Certificate of Deposit at Traditions Bank is coming up for maturity on February 13th. The current rate for renewal is 5.05% for a 6-month period, 4.50% for a 10-month period, and 4.25% for a 12-month period. A motion was made by Donald Wright to authorize Sue to shop around for a week for the highest yielding CD for a 12-month or under period. The motion was seconded by Jill Conner. Motion carried unanimously.

- **Solicitor**

No further items for discussion at this time.

- **Streets**

No further items for discussion at this time.

- **Buildings and Grounds**

Donald Wright discussed with Council the possibility of turning off the alarm on top of the municipal building. His opinion is to keep the alarm for use only for federal emergencies and not for medical and fire emergencies. Mr. Beard is against it as he believes the alarm will alert residents that there may be emergency vehicles on the streets. Mr. Hammers also believes that the alarm is a good reminder to residents that there are fellow residents out there helping those in need. A motion was made by Donald Wright to change for the alarm to be used as a civil defense siren only. Mr. Hammers called for a vote count. No – four, Yes – three. Majority carries, the alarm will continue to be used for all emergencies.

Unfinished Business

Appointment of Committee members:

Finance & Budget – Greg Gruendler, Sandy Sheffer, Phyllis Bowers, Jill Conner

Buildings & Grounds – Lance Beard, Jeff Hammers, Jill Conner

Public Safety - Greg Gruendler, Jill Conner, Donald Wright

Streets – Donald Wright, Lance Beard, Sandy Sheffer, Dawn McElhiney

Refuse & Recycling – Jeff Hammers, Lance Beard

Community Events – Sandy Sheffer, Lance Beard

Vacancy Board – Dawn McElhiney

Other Business

None at this time.

Adjournment

A motion was made by Donald Wright to adjourn the meeting at 8:17 p.m. Dawn McElhiney seconded the motion. Motion carried unanimously.

Respectfully Submitted,
Sue Cheah
Office Manager/Treasurer