

**Jacobus Borough Council and Reorganization Meeting
January 3rd, 2024**

Reorganization Meeting

Elected Officers

Newly elected officers, Sandra Sheffer, Lance Beard, and Jill Conner, were sworn in by Judge Scott Laird of Magisterial District Court 19-2-02.

Nomination and election of officers

A motion was made by Lance Beard nominating Sandy Scheffer for President of the Borough Council. The motion was seconded by Jeff Hammers. Motion carried unanimously. A motion was made by Jeff Hammers nominating Lance Beard for Vice-President of the Borough Council. The motion was seconded by Jill Conner. Motion carried unanimously.

Council Meeting

Call to Order

Council President Sandy Sheffer called the meeting to order at 7:02 p.m.

Opening Invocation and Pledge of Allegiance

Invocation was offered by Council President Sandy Sheffer and was followed with the Pledge of Allegiance by all present.

Roll Call

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

Minutes and Treasurer's Report

- Minutes of December Council Meeting – Donald Wright made a motion to approve the December 2023 Council Meeting Minutes as presented. Motion was seconded by Jill Conner. Motion carried unanimously.
- Treasurer's Report – Profit & Loss Statement including bank account balances was reviewed by all present. Donald Wright made a motion to approve the Treasurer's Report as submitted. Motion was seconded by Jill Conner. Motion carried unanimously.

Persons on the Agenda/Public Participation

- Craig Lipinski – Goodwill Fire Company #1
 - Mr. Lipinski reported that the Breakfast Buffet last month had the best turnout so far with 292 people. The bingo event is still scheduled for Saturday, weather permitting. This year's Gun Bash is scheduled for

April 27th and tickets will be on sale beginning the week of January 8th 2024.

- Earl Click – Jacobus Lions’ Ambulance Club
 - Mr. Click was not present.
- Penny Shisler – resident
 - Mrs. Shisler was present to understand the proceedings of the Borough Council meeting.

Action to be Taken

- Resolution 2024-1, Fee Schedule for 2024.
The 2024 Fee Schedule was distributed to Council and Donald Wright made a motion to approve the 2024 Fee Schedule as presented. Motion was seconded by Jill Conner. Motion carried unanimously.
- Appoint York County Treasurer’s Office as the Borough’s Tax Collector.
A motion was made by Donald Wright to appoint York County Treasurer’s Office as the Borough’s Tax Collector. The motion was seconded by Phyllis Bowers. Motion carried unanimously.
- Appoint Stock and Leader as the Borough’s solicitor.
A motion was made by Donald Wright to appoint Stock and Leader as the Borough’s solicitor. The motion was seconded by Jeff Hammers. Motion carried unanimously.
- Appoint Site Design Concept as the Borough’s engineer.
A motion was made by Donald Wright to appoint Site Design Concept as the Borough’s engineer. The motion was seconded by Phyllis Bowers. Motion carried unanimously.
- Appoint Simon Schilling and Peter Schilling of Commonwealth Code Inspections as the Borough’s Code and Zoning Officers.
A motion was made by Donald Wright to appoint Simon Schilling and Peter Schilling of Commonwealth Code Inspections as the Borough’s Code and Zoning Officers. The motion was seconded by Jill Conner. Motion carried unanimously.
- Appoint Keith Hunnings of South Penn Code Consultants as the Borough’s Sewer Enforcement Officer.
A motion was made by Donald Wright to appoint Keith Hunnings of South Penn Code Consultants as the Borough’s Sewer Enforcement Officer. The motion was seconded by Lance Beard. Motion carried unanimously.
- Appoint Dennis Bailey Jr., Thomas Schmidt and Brad Peters to the Borough’s Zoning Hearing Board.

A motion was made by Donald Wright to appoint Dennis Bailey Jr., Thomas Schmidt and Brad Peters to the Borough's Zoning Hearing Board. The motion was seconded by Jeff Hammers. Motion carried unanimously.

Borough Reports

- **Mayor & Emerg. Mgmt.** – Mayor Greg Gruendler was not present, however the YCRPD's activity report and commissioner's report was shared: *YCRPD report for November 2023 – there were 90.61 police service hours, 32.72 administrative hours, and -64.11 hours running total. There were 26 response calls. There was a response call to E. Branch Drive which Mr. Wright did not believe should have been on the report as he did not believe E. Branch Drive is within the Borough. Sue will check; *There were no fire police requests.
- **Office/Manager** - *The final annual municipal audit by Hamilton & Musser has been scheduled for January 17th; *Borough security was mentioned to alert council of several burglaries, and neighborly disputes occurring; *Annual Municipal Recycling Report's data collection process has been initiated; *MS965 Liquid Fuels Report has also been initiated; *A reminder to all to submit the annual Statement of Financial Interest from the State Ethics Commission to the office; *Holiday gifts were received from Site Design Concepts, Long's Asphalt and the Salem Lutheran Church. Stock and Leader made holiday donation to the Goodwill Fire Company and the Ambulance Club.
- **Solicitor** – Attorney Doyle referred to Attorney Jason Sabol to brief council on the December 2023 Zoning Board Hearing. Attorney Sabol presented that the applicant did not meet any of the conditions for a variance on his property on Main Street. Therefore, the application was denied by the Zoning Hearing Board. Phyllis Bowers asked if the applicant could appeal, at which point Attorney Sabol answered “yes”, there is a 30-day window to appeal.
- **Streets** – Donald Wright presented that the final street project for the Borough will be E. Greenbriar Drive for 2024. Mr. Wright had discussed this project with the Borough engineer who estimated the cost to scratch and overlay E. Greenbriar would be \$105,000. Mr. Wright made a motion to allow Grant Anderson to draft the bid specifications and advertise for bids to scratch and overlay and also seal cracks if necessary for E. Greenbriar Drive. The motion was seconded by Jill Conner. Motion carried unanimously.
- **Buildings and Grounds** – Lance Beard reported that the two photographs in the meeting room will be hung soon, the old water fountain at the park has

been fixed and winterized, the interior of the bathrooms at the park will be painted in the Spring, and the tractor will be picked up by Innerst for a tune-up.

Adjournment

A motion was made by Donald Wright to adjourn the meeting at 7:37 p.m. The motion was seconded by Jill Conner. Motion carried unanimously.

Respectfully Submitted,
Sue Cheah