

Jacobus Borough Council Meeting July 5th, 2023

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 followed with the Pledge of Allegiance.

Roll Call

Present were Sandy Sheffer, Greg Gruendler, Lance Beard, Jill Conner, Phyllis Bowers, Dawn McElhiney and Jason Sabol, Esq. Council Members Donald Wright and Jeff Hammers were absent.

Minutes and Treasurer's Report

- Minutes of June 7th 2023 Council Meeting – Phyllis Bowers made a motion to approve the June 7th, 2023 Council Meeting minutes as presented. The motion was seconded by Dawn McElhiney. Motion carried unanimously.
- Treasurer's Report – Profit & Loss Statement for June was provided along with statements from all bank accounts. Dawn McElhiney motioned to accept the Treasurer's Report as presented. The motion was seconded by Jill Conner. Motion carried unanimously.

Persons on the Agenda/Public Participation

- Sofia Villani – Junior Councilperson
Ms. Villani thanked Council for allowing her the opportunity and honor to serve as the Junior Councilperson. She updated the council on her involvement with the Borough thus far, which included painting of the buildings at the Borough community park. Ms. Villani is the President of the Dallastown Chapter of the National Honor Society (NHS) and had organized a group of volunteers from the NHS to paint the large pavilion, the dug-outs, and bicycle rack. Ms. Villani also helped with the landscaping at the park in preparation for the Fourth of July BLAST celebrations. In the Fall, Ms. Villani will organize another group of volunteers to finish the park's painting project. Currently, Ms. Villani will be working together with the Mayor to update the Borough's emergency management plan. They had met and discussed items such as designating emergency locations within the Borough, procuring some emergency supplies, distribute emergency evacuation forms, and promote emergency preparedness

through the Jacobus website. A meeting will also be planned with the York Township's Emergency Management Agency to learn about their methods for emergency preparation for York Township.

- **Steve Overmiller – Goodwill Fire Company**
Mr. Overmiller presented that their Chicken Barbeque was a sold-out event at the 4th of July BLAST. The next fundraiser that the Fire Company is planning will be the Breakfast Buffet on July 16th 2023 and currently looking for craft vendors for their Labor Day event. Mr. Overmiller also reported that they had a call from a Juvenile Probation Officer looking for the fire crew to possibly educate a convicted juvenile arsonist on the dangers of fire.
- **Salem Christian Church**
The representative from Salem Christian Church was present to request permission to hold a Trunk-Or-Treat event the same night as the Borough's Treat-Or-Trick night. They would like to combine together with the Jacobus Lion's Clubs' Trunk-Or-Treat event at the park and requests for some fire police assistance to help keep the children safe. Council President Sheffer sees no problem with this arrangement and Vice-President Lance Beard will coordinate with the Lions Club to make this event materialize.
- **Earl Click – Jacobus Lions Ambulance Club**
Mr. Click was not present.

Action to be Taken

A motion was made by Dawn McElhiney to adopt the ordinance for no-parking zones per report of the 2023 traffic study on Main Street. The motion was seconded by Lance Beard. Motion carried unanimously.

Borough Reports

- **Mayor & Emerg. Mgmt.** – Mayor Greg Gruendler presented: *YCARPD report for May 2023 where there were 36.10 police service hours, 15.86 administrative hours, with a running total of -92.45 hours; 16 response calls with the majority of calls from Main Street residences; *The Jacobus Lions Ambulance Club requests Fire Police assistance for their community awareness day on August 20th. A motion was made by Lance Beard to approve the fire police request by the Ambulance Club. The motion was seconded by Dawn McElhiney. Motion carried unanimously; *Police Commissioner's report was also distributed to Council
- **Office Manager**
 - Dallastown Area School District Tax Collector requests for sitting hours at the Borough Municipal Office on September 14th 2023 from 3:00 till 5:00 and on November 15th 2023 from 3:00 till 5:00. A motion was made by Dawn McElhiney to approve the Dallastown Area School District Tax Collector's sitting hours at the Borough Municipal Office. The motion was seconded by Jill Conner. Motion carried unanimously.

- Two quotes were received pertaining to the traffic signal contract, with four calls placed. The quotes and proposals were from Signal Services of West Chester, and Atlantic Transportation Systems (ATS) of Camp Hill. The proposal from Signal Services included 24-hour Emergency service and preventative maintenance at the rate of \$110 per hour for maintenance and \$165 per hour for emergency services, not including flaggers. The contract term being two years, at the rate of \$500, with one service per year. The proposal from ATS included 24-hour emergency services and preventative maintenance at the rate of \$150 per hour for maintenance and \$120 per hour for emergency service, including flaggers. The contract term being 6-months with the option to renew for three years, at the rate of \$1,000, with two services per year. A motion was made by Dawn McElhiney to accept the proposal from ATS, starting with the 6-month contract. The motion was seconded by Jill Conner. Motion carried unanimously.
- A quote was received from D.E.Gemmill in the amount of \$1,966.00 to paint the curbs along Main Street yellow for no-parking areas according to the recent traffic study report. A motion was made by Lance Beard to accept the quote from D.E.Gemmill for the curb painting on Main Street according to the results of the traffic study. The motion was seconded by Jill Conner. Motion carried unanimously.
- Park rental sign-up sheet for volunteers to open/close the park for July rentals was distributed to Council.
- Borough Engineer, Grant Anderson, was not present. He submitted the following report – *there has not been an update from Easy-Dig Excavating for completing the storm sewer maintenance on Circle Drive. Lance Beard said he will check on the status of that work with the owner of Easy-Dig; *The N. Main Street traffic study has been completed by the Transportation Resource Group (TRG) and Mr. Anderson recommends the payment of the invoice in the amount of \$2,119.50. A motion was made by Dawn McElhiney to pay for the work performed. The motion was seconded by Jill Conner. Motion carried unanimously; *Kinsley Construction had completed their work on Ameda and Wildasin Drives as part of the 2023 street project in accordance with the bid specifications. Mr. Anderson had inspected the work and recommended paying to Kinsley the invoice in the amount of \$148,830.87. This amount was \$19,905.13 under budget due to the relatively good condition of the Wildasin base. A motion was made by Lance Beard to pay Kinsley for the road work completed in the amount of \$148,830.87. The motion was seconded by Dawn McElhiney. Motion carried unanimously; *Mr. Anderson also reported that he had walked all the roads to be microsurfaced with Stewart & Tate there were two points to be noted from that meeting. 1)125-feet was added to Farmington Drive to include the area of the old development that was previously microsurfaced. The cost impact of this would be \$1,500 to \$2,000 more. 2)There were several lots that had weed growth along the curb and pavement which is more than the Stewart & Tate's prep machine can clean. Attorney

Sabol suggested sending a letter to these residents from the Borough asking for their assistance to remove these weeds rather than a violation letter from the Code Officer, as a first step.

- **Solicitor** – *Attorney Sabol enquired on the status of the bid specifications for Borough's refuse contract renewal. Council President informed him that a question/answer session has been set with a representative from Penn Waste discuss options; *Research by the attorneys show that the alley-way adjacent to 2 Valley Road legally belongs to the Borough and not the homeowner. Lance Beard recommended that it should remain as such.
- **Streets** – Dawn McElhiney pointed out that there have been complaints of the new LED streetlights being too bright. Sue had received such calls as well at the office while at the same time, have had residents voicing that they are glad to have their streets illuminated as that could possibly help deter criminal activities. Met-Ed had been contacted to see if there is a possibility for a shield or diffuser for these lights but was informed that Met-Ed do not have such devices.
- **Buildings and Grounds** – Lance Beard reported that the last two months had been spent revitalizing the community park. He reported the following - *The large and small pavilions, dug-outs, bathroom building, bicycle rack and post fence have all been painted, some of which were with the help of volunteers from the Dallastown Chapter of the National Honor Society, organized by our Junior Councilperson; *New play-grade mulch has been laid in the playground, along with regular mulch on the flower beds and at the base of trees at the park; *There are now two new potted planters at the entrance to the playground and two new rose bushes at the entrance to the baseball field on the north end; *All peaks at the pavilions and bathroom buildings are now low-maintenance vinyl; *The bench commemorating past members of the Jacobus Sewer Authority is now at the park. Mr. Beard will build a concrete slab to secure the bench to; *Mr. Beard had also removed a couple of pipes that had been in the basketball court; *Several big rocks were placed at the end of the cul-de-sac leading to the park; *True Value in Shrewsbury where the Borough have had a standing account will no longer be in business. A new charge account will be set-up at Ace Hardware in Red Lion for purchasing of maintenance materials.

Adjournment

A motion was made by Dawn McElhiney to adjourn the meeting at 8:24 p.m. Jill Conner seconded the motion. Motion carried unanimously.

Respectfully Submitted,
Sue Cheah
Office Manager/Treasurer