

Jacobus Borough Council Meeting
Meeting Date: July 7th, 2021

Call to Order

Council President Sandy Sheffer called the meeting to order at 6:59 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, Jill Conner, Phyllis Bowers, Jeff Hammers and Debbie Loucks and Joseph Baublitz, Esquire. Council Vice President Lance Beard and Council Member Donald Wright were absent.

Minutes and Treasurer's Report

- Minutes of June Council Meeting – Debbie Loucks made a motion to approve the June 2nd, 2021 Council Minutes as presented. The motion was seconded by Phyllis Bowers. Motion carried unanimously.
- Treasurer's Report – Profit & Loss Statement for June was provided and reviewed by all. Jeff Hammers motioned to accept the statement as presented. The motion was seconded by Debbie Loucks. Motion carried unanimously.

Persons on the Agenda/Public Participation

- BJ Giangliulio – H.A. Thomson
Mr. Giangliulio reviewed the Borough's insurance coverage for renewal on October 1st 2021. All buildings remain the same, no new vehicles or equipment were recently acquired. Debbie Loucks inquired if the new electronic sign at the park is on the policy, and Mr. Giangliulio confirmed that the sign is already in the policy, as well as the new playground equipment at the park.
- Lori Ziegler – House of Hope
Ms. Ziegler presented her plans for setting up a House of Hope administrative and out-patient counseling center in Jacobus. The House of Hope is a non-profit, faith-based organization which helps troubled teenage girls heal and prepare for an independent life. Ms. Ziegler started the York County House of Hope with a residential and academic program in Glen Rock in 2006. She will now be given a house by the Ethel Smith Estate's Trust to run the out-patient counseling and administrative center in Jacobus. Ms. Ziegler will be working with the Borough Engineer and Code Officer to ensure that the building will be

compliant with all Borough Codes and work done per specifications of the Engineer.

- Grant Anderson – Site Design Concept

*Water Street “Roadway Abandonment Agreement” – Mr. Anderson presented that he met with York Water Company, their engineers from CS Davidson, and Sarah Doyle, Esq, via Zoom to review the Water Street Abandonment Agreement. At the meeting, the turnaround location was discussed where it was determined that the original proposed location for turnaround 500-feet past the Borough boundaries is ideal compared to the location right at the Borough line which will entail purchasing private land and more extensive site development costs. Mr. Anderson clarified that snow plowing past the Borough line down to the turnaround point will be the responsibility of the Borough, however all maintenance of that 500-feet of Water Street will be the responsibility of York Water Company. York Water Company’s engineer representative from CS Davidson, Chris Toms, also clarified that York Water Company will be responsible to fix any damage to the roadway during construction of the dam, there will be full reconstruction of Water Street per specifications of the Borough and its Engineers, and drainage structures of the street will also be inspected and/or replaced. All work will be performed and approved by Borough engineer on record. Borough attorney, Joe Baublitz also added that York Water Company will reimburse all legal and engineering fees related to the Water Street Abandonment. Phyllis Bowers made a motion to accept the Water Street “Roadway Abandonment Agreement” as written. Motion was seconded by Jeff Hammers. Motion carried unanimously.

*Hillside Drive – stormwater management street project. Mr. Anderson presented that the first phase of the project is almost complete where three of the four infiltration beds had been installed by Easy-Dig Excavation per specifications and inspected by SDC. The inspection reports were handed out to each council member. The last structure will be installed on July 8th 2021. Easy-Dig then plans to test the pit connection on July 9th and will complete the project by July 16th which is as scheduled in the “Notice to Proceed”. SDC has notified Kinsley Construction to proceed with their part of the project starting July 19th 2021.

*Meadow Street – Mr. Anderson then presented that Easy-Dig will be starting work on Meadow Street’s drainage project by the end of the month of July.

*17 S. Main Street (Inch & Co. Apartments) – Mr. Anderson reported that the “Seepage Pit C” at the Inch & Co. Apartments building site was installed per the approved plan and inspected by SDC. The inspection report was handed out to Council Members.

*Farmington Drive – Phyllis Bowers inquired on the effectiveness of the two drainage ditches along Farmington Drive as it has been observed that during storms, water flows around the structure rather than into the pits. Mr. Anderson believes that the structures are clogged with debris and recommends that the stone layer needs to be removed and debris cleared twice a year for full efficacy

of the structure. Mr. Anderson will contact Easy-Dig Excavating for a quote to “clean out” the two drainage structures on Farmington Drive as well other inlets in the Borough twice a year.

- 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 Labor Day Event at the Community Park, which will include multiple vendors and a car show. Mr. Overmiller asked Council for a fee waiver to use the Community Park. A motion was made by Sandy Sheffer to waive the park rental fee for the Fire Company’s Labor Day event. Motion was seconded by Debbie Loucks. Motion carried unanimously. Mr. Overmiller then enquired on whether the Transient Retail Merchant Licenses can be waived for the vendors. Attorney Baublitz then discussed the Borough’s Transient Retail Merchant License Ordinance. Attorney Baublitz specified that per Ordinance, any persons or entities selling goods or services will have to have a Transient Retail Merchant License unless they are part of a non-profit, service, or religious organization. Even vendors, including food trucks and home businesses, that are part of an event organized by such an organization, holding event on said organization’s property.
- Dale Young – Taylor Fence Plus LLC
 - *Mr. Young presented that he had met with Lance Beard at the Community Park to discuss installation of a new fence around the playground. Mr. Young submitted a quote which was given to Council Members. The quote states that Taylor Fence will donate a day’s worth of labor and also donate the 6-foot gate to the playground. The quote included the removal and disposal of existing fence, and installing a 2-rail vinyl picket fence for \$17,839. Jeff Hammers inquired for cheaper alternatives. Such as a vinyl rail fence or a wooden double-sided picket fence. Mr. Young will be preparing another quote for consideration of other fence materials/styles that would be cheaper alternative. And possibly more readily available materials.

Action to be Taken

None at this time

Borough Reports

- **Mayor & Emerg. Mgmt.** – Mayor Greg Gruendler presented: *YARPD report for May 2021 – 87.67 police service hours, 26.15 administrative hours, with a running total of -12.17 hours; 22 response calls; *Springfield Township sent a Fire Police request for Jacobus’ Labor Day Event. A motion was made by Debbie Loucks to approve the fire police request by Springfield Township. The motion was seconded by Jeff Hammers. Motion carried unanimously; *Police Commission Report; *Advertisement for radar speed control signs at \$5,500 for two. Jeff Hammers

questioned the effectiveness of such a sign. The Mayor will discuss this with the YARPD chief his opinion.

- **Office Manager**

- Dallastown Area School District Tax Collector requests for sitting hours at the Borough Municipal Office on September 15th 2021 from 3:00 – 5:00 and on November 15th from 3:00 – 5:00. A motion was made by Jeff Hammers to approve the Dallastown Area School District Tax Collector’s sitting hours at the Borough Municipal Office. The motion was seconded by Debbie Loucks. Motion carried unanimously.
- South Penn Code Consultants (SPCC) did not submit a report for June 2021. Sandy Sheffer inquired if SPCC had sent any invoices since 2020. SPCC had not send any invoices for their work since mid-2020. Attorney Baublitz will reach out to SPCC with a reminder to submit invoices and report of their services monthly.
- S & S Mobile Power Wash LLC submitted a quote to power wash the fence at the tot-lot for \$514.10. A motion was made by Phyllis Bowers to approve S & S Mobile Power Wash to power wash the fence at the tot-lot. Motion was seconded by Debbie Loucks. Motion carried unanimously.
- A second monitor for the Borough office was requested to assist in the “live” viewing of the security camera at the community park. A motion was made by Phyllis Bowers to authorize the purchase of a 24-inch monitor up to the amount of \$200. The motion was seconded by Jeff Hammers. Motion carried unanimously.

- **Solicitor** – Attorney Baublitz handed out a summary of recommendations regarding social media issues as pertaining to local government. The topics included first amendment issues, access to social media, Right-To-Know issues, and Sunshine Law issues. Phyllis Bowers’ concern with the lack of social media presence is not being able to connect with Borough residents.
- **Streets** – as covered under presentation by Borough engineer, Grant Anderson.
- **Buildings and Grounds** – quote from Security Fence to repair/replace fencing for the baseball field, basketball and tennis courts, was discussed. Due to shortage of materials and labor in the industry, all eight fence companies that were contacted did not call back or unable to give estimates at this time to get two other quotes for the job. Fence maintenance will therefore be postponed to a later date.

Adjournment

A motion was made by Phyllis Bowers to adjourn the meeting at 9:07 p.m. Jill Conner seconded the motion. Motion carried unanimously.

Respectfully Submitted,
Sue Cheah
Office Manager/Treasurer