

**Jacobus Borough Council Meeting**  
**Meeting Date: June 5th, 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 followed by the Pledge of Allegiance.

**Roll Call**

Present were Sandy Sheffer, Lance Beard, Jeff Hammers, Jill Conner, Phyllis Bowers, and Attorney Jason Sabol. Councilman Donald Wright, Dawn McElhinney and Mayor Greg Gruendler were absent.

**Minutes and Treasurer's Report**

- Minutes of May Council Meeting – Phyllis Bowers made a motion to approve the May Council Meeting minutes as presented. The motion was seconded by Jill Conner. Motion carried unanimously.
- Treasurer's Report – Profit & Loss Statement along with all bank account summaries were reviewed by all present on Council. A motion was made by Jeff Hammers to approve the Treasurer's Report as submitted. The motion was seconded by Lance Beard. Motion carried unanimously.

**Persons on the Agenda/Public Comment**

- Steve Metzler – The York Water Company. Mr. Metzler was present to give an update on the reconstruction of Water Street. Currently, C.S. Davidson, Inc. is the engineering firm in charge of the project. Road sampling is projected for the first two weeks of June 2024, with preliminary design of the reconstruction from Main Street, Jacobus, to Reynolds Mill Road in Springfield Township scheduled. The preliminary design will be ready for Borough's review in July 2024 and plans will be finalized accordingly thereafter. Bids will be accepted for the project at that point and bid-opening is scheduled for mid-August 2024. Construction is projected to begin late August 2024 and to be completed by October 2024.
- Chief Timothy Damon – York County Regional Police Department. Chief Damon was present to report on the recent uptick in police activity in the Borough. Typically, the Borough does not encounter too many police calls, however, starting from the beginning of the year, there has been an increase

in police activity, mainly stemming from two specific locations. The first was for breaking and entering at the vape shop on a few occasions, then the second was for a residence on Main Street which had 13 responses and four arrests for the same residence. Phyllis Bowers enquired if there is a way to slow down drivers through Wellington Hills. Chief Damon responded that he would place a covert device to monitor speed through the area. Sue enquired whether the Borough should increase the amount of police hours for the future. Chief Damon did not see a need to increase the amount of police hours as the recent increase in hours is abnormally due to specific locations, not a trend.

- Earl Click – Jacobus Lions Ambulance Club. Mr. Click was not present, however, he submitted a report for the Ambulance Club for May 2024, where there were 160 calls received, of which 91 were for Advanced Life Support and 69 for Basic Life Support, with 18 missed calls. Of these responses, about 7% were for within the Borough.
- Grant Anderson – Site Design Concepts. Mr. Anderson presented the following:
  - Stormwater management site plan for John’s RV on Main Street – owner had reported that he has been having some medical issues and therefore the project is at a standstill.
  - 2024 Street project – E. Greenbriar project is complete and paid in full.
  - Circle Drive drainage improvement – SDC received three bids for the project to replace the inlet on Circle Drive with the same size structure and construct a level spreader to turn the water runoff to a sheet flow. The bids were from Kinsley Construction for \$94,609.75, from Yohe Paving for \$69,249.80 and from Stewart and Tate for \$47,117.00. A motion was made by Phyllis Bowers to award the Circle Drive drainage improvement project to Stewart and Tate according to advertised bid specs. The motion was seconded by Jeff Hammers. Motion carried by majority vote with Lance Beard abstaining from the vote. Lance Beard gave permission for the use of his farm field to park construction vehicles during the project.
  - 5-year street schedule – Mr. Anderson had presented a proposal at May’s Council meeting of a 5-year street maintenance schedule which included Cherry Lane, Meadow Street, East Branch Drive, Creekwood Drive, Valley Drive, Meadow Street (East), Water Street (East), Maple Street, Pine Street and Eagleton Drive. Each street project had an estimated cost associated. Lance Beard questioned if Pine Street needed to be redone in five years as that was recently

redone. Mr. Anderson stated that the corners at Pine Street are particularly worn. Mr. Beard suggested that the Streets Committee should walk each street scheduled to be done when its turn arises so that a current assessment can be made. Attorney Sabol clarified that this is merely a proposal, a projection of work. Assessment can be made on a yearly basis.

- Stormwater maintenance schedule – Mr. Anderson reported that SDC requested four quotes for cleanout of stormwater and infiltration structures on Farmington, Hillside and Park Street. Easy-Dig Excavating, Clearview Excavating, Stewart and Tate, and Yohe Paving were contacted for quotes. Clearview Excavating declined to quote, and Easy-Dig did not submit a bid. Of the two remainder contractors, Yohe Paving from Spring Grove is the lowest bidder at \$12,050.00 and Mr. Anderson recommended the project to be awarded to Yohe Paving. Jeff Hammers made a motion to award the stormwater and infiltration structure cleanout project to Yohe Paving. The motion was seconded by Phyllis Bowers. Motion carried by majority vote with Lance Beard abstaining from the vote.
- Main Street gas line replacement – Mr. Anderson reported that he had confirmation from Kinsley Construction that the gas line replacement work on Main Street will be completed by July 4<sup>th</sup>. PennDOT will then put the paving work out for bids on August 8<sup>th</sup> and paving will occur in the Spring of 2025.
- Steve Overmiller – Goodwill Fire Co. Mr. Overmiller reported that the Fire Company fund-raisers of breakfast buffet and cash bingo are drawing good support. The Fire Company will also be offering chicken barbeque dinners at the Fourth of July BLAST for \$12 per dinner, drink included. Craig Lipinski from the Fire Company presented that the Fire Company would like to apply for a Local Share Account (LSA) grant through the Borough. The LSA grant awards up to a million dollars in funding and the Fire Company would like to renovate its social hall with this monies. The Fire Company will pay a grant writer to prepare submission documents. Two other grants were submitted this year for consideration. Mr. Lipinski also reported that the Fire Company responded to 29 calls in May, with a running total of 128 calls year-to-date. Four calls were to Dallastown, six in Jacobus, 10 in York Township, one in Glen Rock, and eight in Loganville. The total number of hours in May responding to these calls was 83.30 hours with a total of 431.37 hours year-to-date. The number of hours spent fund-raising for May was 203.5 hours with a total of 1,120.5 hours fund-raising year-to-date.

## Action to Be Taken

None at this time.

## Borough Reports

- **Mayor & EM Reports** - \*Police Report- for the month of April, there were 126.29 hours of police service hours, 22.11 administrative hours, with a running total of 102.53 hours. There were 36 total calls; \*Fire Police Requests – Requests for fire police assistance from the Borough of Dallastown for the Budweiser Clydesdale Parade to be held on June 28<sup>th</sup> 2024 at 6:00 p.m., Springfield Township for the 4<sup>th</sup> of July BLAST in Jacobus, Eureka Fire & Ambulance Company for the Stewartstown Fireworks on June 29<sup>th</sup> 2024, the Eureka Carnival from July 22<sup>nd</sup> through July 27<sup>th</sup> 2024, with the Eureka Parade on July 27<sup>th</sup> 2024 starting at 4:30 p.m. A motion was made by Lance Beard to approve the fire police assistance requests as presented. Motion was seconded by Jill Conner. Motion carried unanimously; \*Police Commission Report handed to all council members.
- **Office/Manager** - \*Sitting hours at the Borough Municipal Building for Dallastown Area School District tax collection was requested for September 16<sup>th</sup> and November 14<sup>th</sup> 2024 from 3:00 to 5:00 p.m. A motion was made by Phyllis Bowers to grant permission for Dallastown Area School District tax collection as requested. The motion was seconded by Jill Conner. Motion carried unanimously; \*Permission requested by the Jacobus Lions Club to hold activities for the 4<sup>th</sup> of July BLAST at the community park. A motion was made by Phyllis Bowers to allow the Lions Club to hold the 4<sup>th</sup> of July BLAST activities at the park. The motion was seconded by Jill Conner. Motion carried unanimously; \*Permission was requested by the Jacobus Lions Club to waive the requirement for a fireworks permit for the fireworks show on the 4<sup>th</sup> of July at the park. A motion was made by Jeff Hammers to waive the fireworks permit requirement for the 4<sup>th</sup> of July fireworks show. The motion was seconded by Lance Beard. Motion carried unanimously; \*Animal Service contract with Klugh is under review by Attorney Sabol; \*June Park reservations – six reservations at the park, volunteer sign-up sheet handed to council.
- **Solicitor**

Lance Beard enquired about door tag advertising, if a transient retail merchant license is needed to hang tags on doors. Attorney Sabol clarified that a transient retail merchant license will not be necessary for door tag advertising as under Borough ordinance's definition, door

tag advertising is not classified as sale of “goods, wares, or merchandise”.

- **Streets Committee** – Lance Beard discussed the proposed 5-year street project list and reiterated that the Street Committee will have to evaluate the condition of the road(s) annually when said street is projected for work.
- **Buildings and Grounds Committee** - \*park update – Lance Beard reported that the kitchen at the park has been painted and that an electrician has been called to fix the lights at the men’s restroom.

### **Unfinished Business**

None at this time

### **New Business**

None at this time

### **Adjournment**

A motion was made by Jeff Hammers to adjourn the meeting at 8:09 p.m. The motion was seconded by Phyllis Bowers. Motion carried unanimously.