

**Jacobus Borough Council Meeting**  
**Meeting Date: June 7th, 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 followed by the Pledge of Allegiance.

**Roll Call**

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

**Minutes and Treasurer's Report**

- Minutes of May 3rd Council Meeting – Phyllis Bowers made a motion to approve the May Council Meeting minutes as presented. The motion was seconded by Jeff Hammers. 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 Lance Beard to approve the Treasurer's Report as submitted. The motion was seconded by Dawn McElhiney. Motion carried unanimously.

**Persons on the Agenda/Public Comment**

- Mike Pritchard – York County Planning Commission (YCPC). Mr. Pritchard was present to introduce YCPC's mission of "sustainable development and preservation" for the improvement of the quality of life for all in York County. The YCPC comprise of several groups focusing on different areas such as community development, housing, information services, etc. Mr. Pritchard represented the transportation planning team and was present to focus particularly on the transportation needs of the borough. Some area of transportation planning which YCPC addresses include congestion management, road maintenance, bicycle & pedestrian plans, safety improvements, public transit services and flooded roadways. Currently the transportation improvement program has 116 projects over the last four years, totaling \$192,216,794 investment in York County. Funding for these projects is allocated differently between categories, with road maintenance being the highest funded category, followed by bridge

maintenance, then safety, congestion & air quality, and biking & walking. Mr. Pritchard recommended that the borough contact YCPC with concerns regarding sidewalks, trails, safety or congestion issues.

- Andrew Diprospero – H.A. Thompson. Mr. Diprospero was present to review the Borough’s liability insurance policy.
- Earl Click – Jacobus Lions Ambulance Club. Mr. Click presented the May report for the Ambulance Club where there were 122 calls responded, of which 60 were for Advanced Life Support and 62 for Basic Life Support. Of these responses, about 11% were within the Borough. Mr. Click also requested a fee waiver for the use of the community park on August 20<sup>th</sup> 2023 as the Ambulance Club will be holding an open house and community event with a medic-helicopter demonstration. A motion was made by Jeff Hammers to waive the park rental fee for the Ambulance Club community event. The motion was seconded by Lance Beard. Motion carried unanimously.
- 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 is still waiting for one more bid for the site work that was proposed. He has been having some medical issues.
  - Storm sewer maintenance – Easy Dig had completed grouting and paving work at sites B2 and N3, however still waiting on completion of work at Circle Drive.
  - N. Main Street traffic study – Transportation Resource Group had completed the traffic study and the report was passed on to Council for review. Attorney Doyle will draft an ordinance to reflect the results of this study for adoption at next Council Meeting. Lance Beard recommended for a company to be hired to paint the curbs accordingly to reflect the no-parking areas as determined by the traffic study.
  - 2023 street project – Kinsley had completed the drainage and resurfacing project at Ameda and Wildasin Drives. The inspection report was given to Council for review. Mr. Anderson reported that resident at 20 Ameda had complained that the rolled curb in front of her driveway is too high. Mr. Anderson had coordinated with Kinsley to torch and tamp down the rolled curb at her driveway. An invoice for the project is still pending.
  - Microsurfacing quote – Mr. Anderson reported that only one bid was received from the advertised microsurfacing project. The bid was from Stewart and Tate for \$92,000.00 to mobilize, “polypatch” over

large cracks and apply two applications of microsurface material. The base bid applies to Woodland, Eagleton and Stonewood Drives, with alternates to include Nixon, Old Mill and Farmington Drives. A motion was made by Phyllis Bowers to accept the bid from Stewart and Tate with the alternatives as presented. The motion was seconded by Lance Beard. Motion carried unanimously.

- Traffic signal maintenance contract – Mr. Anderson reported that since our previous provider (Milt’s Repair Services) passed away, a replacement has be determined and recorded with the York County Emergency Management Services. Four potential service providers were contacted with two proposals submitted so far. They were from Signal Services and Atlantic Transportation Systems. Streets Committee will review these proposals when all have been received to make a recommendation for council’s approval.
- Stormwater at Hidden Hill Farm Lane – residents on Hidden Hill Farm Lane had complained that the inlet at the junction of Hidden Hill Farm Lane and Main Street is silted over causing storm water to flood down their street. Mr. Anderson had discussed this issue with PennDOT and it was determined that the problem lies in the outlet pipe to this inlet is clogged. Since this pipe drains out within Hidden Hill Farm Lane awchich is a private street, Attorney Doyle states that it shall be the responsibility of the homeowners of this street to mitigate the issue.
- Steve Overmiller – Goodwill Fire Co. Mr. Overmiller reported that the fire company will be holding the following fund-raisers - a breakfast buffet on June 18<sup>th</sup>, cash bingo on July 1<sup>st</sup>, chicken barbeque at the Fourth of July BLAST and planning for a Sportsman’s raffle event on September 30<sup>th</sup>. A motion was made by Jeff Hammers to grant permission to the Fire Company to hold the Sportsman’s Raffle as proposed. The motion was seconded by Dawn McElhiney. Motion carried unanimously. Jeff Hammers inquired if the Fourth of July fireworks should be held considering the burn ban that is currently in effect in York County. The mayor stated that since the fireworks will be launched in the field of the intermediate school, the decision and responsibility will be that of Springfield Township.

### **Action to Be Taken**

A motion was made by Jeff Hammers to accept the resolution to extend the term of the amended and restated intergovernmental cooperation agreement for the implementation of the York County regional Chesapeake Bay pollutant reduction plan. Attorney Doyle explained that this is just extending the existing contract and

that there are no financial consequences along with it. The motion was seconded by Dawn McElhiney. Motion carried unanimously.

### **Borough Reports**

- **Mayor & EM Reports** - \*Police Report- for the month of April, there were 60.61 hours of police service hours, 19.74 administrative hours, with a running total of -64.41 hours. There were 14 total calls; \*Fire Police Requests – Requests for fire police assistance from Borough of Glen Rock for Susquehannock High School’s Graduation on May 25<sup>th</sup> 2023, Glen Rock Ares & Brew fest on June 3<sup>rd</sup> 2023 from 8 a.m. to 6 p.m., Glen Rock Tree Lighting on November 26<sup>th</sup> 2023 from 6:30 to 7:30 p.m., Glen Rock Carolers on Christmas Eve through Christmas Day 2023, from Shrewsbury Borough for their Annual Firemen’s Carnival on June 26<sup>th</sup> to July 1<sup>st</sup> 2023. 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** - \*An official change of Borough Code Officer has been filed with the Department of Labor & Industry from Kevin Hertzog of South Penn Code Consultants to Peter Schilling of Commonwealth Code Inspections; \*A new traffic signal contractor is being determined since Milt’s Repair Service owner passed away. This has been a challenge to find as there are no companies within 30 miles of the Borough. Working together with Mr. Anderson to establish a traffic signal contractor soon to record with York County’s Department of Emergency Services; \*June Park reservations – five reservations at the park, volunteer sign-up sheet handed to council.
- **Solicitor**
  - Attorney Doyle requested a vote to advertise the conclusion/results of the traffic study on Main Street by the Transportation Resource Group for adoption of a new parking ordinance for the Borough. A motion was made by Dawn McElhiney to approve Attorney Doyle to advertise the report of the Main Street traffic study. The motion was seconded by Jeff Hammers. Motion carried unanimously.
  - Attorney Doyle enquired on specifics of the Borough’s refuse contract as the current refuse contract will be open for bids soon. Council will need to decide on details such as contract term, to include a low volume option or not, frequency of collection, etc. A

bid specifications will be prepared for review at next Council meeting.

- Attorney Doyle requested a vote to adopt the resolution to amend the Borough's fee schedule incorporating fees of Commonwealth Code Inspections. A motion to adopt the resolution to incorporate fee schedule from Commonwealth Code Inspections was made by Jeff Hammers. The motion was seconded by Phyllis Bowers. Motion carried unanimously.

- **Streets Committee** – The streets committee will review proposals from traffic signal contractors when they have all been submitted.
- **Buildings and Grounds Committee** - \*park update – Lance Beard reported that park repairs and updates are all going very well. The dug-out roofs have been replaced with metal roofs, vinyl siding have replaced the old wood siding at the large and small pavilions and bathroom building, wooden railing in front of the large pavilion have been replaced where needed and painted, holes in front of the large pavilion were also filled in with dirt and seeded with grass, the garage door jams at the large pavilion was also replaced, and the large and small pavilion have been painted, with the dugouts and bathroom building in progress; \*Ron and Kitty Miller had weeded the flower beds around the gazebo at the park and by the bathroom building; \*a new water fountain was installed on the East wall of the large pavilion; \*more “wood carpet” will be blown in to the playground at the park to fill in the areas that have been worn down; \*weather permitting, the bench commemorating the Sewer Authority will be installed at the park by Fourth of July.

### **Unfinished Business**

None at this time

### **New Business**

None at this time

### **Adjournment**

A motion was made by Phyllis Bowers to adjourn the meeting at 8:58 p.m. The motion was seconded by Dawn McElhiney. Motion carried unanimously.