

Jacobus Borough Council Meeting
Meeting Date: March 2nd 2022

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 with the Pledge of Allegiance.

Roll Call

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

Minutes and Treasurer's Report

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

Persons on the Agenda/Public Participation

- David Pridgen, York Young Revolution Baseball Club – Mr. Pridgen was present to request use of the Borough's baseball field as in previous year. Council President stated that the condition for using the field would be to be sure to return the field and facilities in as good a condition each time as it was found. Mr. Pridgen promised that his team will be responsible for the condition of the field and premises this season. A motion was made by Jeff Hammers to approve the use of the baseball field and facilities for the 2022 baseball season under the same contractual conditions as the previous years. Donald Wright seconded the motion. Motion carried unanimously.
- Steve Overmiller, Goodwill Fire Company – Mr. Overmiller presented their upcoming fundraising events as a Cash Bingo on Saturday, March 5th 2022, Chicken BBQ drive-through on March 20th 2022, Cash Bingo on April 2nd 2022, and a breakfast drive-through on April 10th 2022. Mr. Overmiller then handed out a wish-list of expenses that the Fire Company could benefit from the American Rescue Plan Act Fund that the Borough received. This list included painting the exterior of the firehall, wet seal the brick of the

building, replace the digital sign with an LED sign, replace/repair the entrances to the boiler room and the rear of the building, repair the walls and ceiling, resurface the engine room floor, update the social hall, refinish the basement of the building, resurface and regrade the parking lot, for a total of \$258,700. In terms of equipment, the fire company would like a new fire engine, self-contained breathing apparatus, 5-inch supply hose, personal protective equipment, and a gear dryer, for a total of another \$845,778. The fire company plans to improve the interior/exterior of the building and replace their older equipment within the next three years. They are hoping that the Borough would be able to allocate some of the American Rescue Plan Act funds to help with their improvements.

- William Russell, resident – Mr. Russell who resides at 11 N Main Street was present to ask for a “hidden driveway” and “no parking” sign for the front of his house as he finds it difficult to pull out of his driveway. Donald Wright suggested that the Borough can obtain a quote from the borough’s contracted sign company for a “hidden driveway” sign to be installed, which will be the responsibility of Mr. Russell then to pay the cost. Since Main Street is a state road, Mr. Wright informed the resident that a traffic study will have to be done in order to explore the possibility of putting a “no parking” sign. Mr. Wright made a motion for the Borough to obtain a quote from D.E. Gemmill to put a “hidden driveway” sign and for the sign to be installed at the resident’s expense. The motion was seconded by Dawn McElhiney. Motion carried unanimously.

Action to be Taken

- Resolution to appoint Randy Thompson to the Jacobus Borough Planning Commission – Attorney Schoonover presented the resolution to council and Lance Beard made a motion to approve the resolution to appoint Randy Thompson to the Jacobus Planning Commission. The motion was seconded by Donald Wright. Motion carried unanimously.
- Resolution to change the Zoning Hearing Board’s application fee – Attorney Schoonover recommended that the said application fee to be set between \$600 and \$1,000 based on what other similar municipalities are charging. Donald Wright made a motion to set the Zoning Hearing Board’s application fee to be \$600. The motion was seconded by Jeff Hammers. Motion carried unanimously.

Borough Reports

- **Mayor & Emerg. Mgmt.** – Mayor Greg Gruendler presented: *YCRPD report for January 2022 – the Service Hours and Admin. Hours were not

available at time of report. However, there were 19 Response Calls as listed on “Activity Report”, five of which were for domestic disturbance. The final report on hours were in for 2021 and the Borough ended up with 3.84 hours over the budgeted amount. *There was a Fire Police request from Springfield Township requesting Fire Police assistance for the Lioness Club’s Cancer Crushn’ 5K run on April 3rd 2022. Donald Wright made a motion to approve the Fire Police request for the Cancer Crushn’ 5K. The motion was seconded by Dawn McElhiney. Motion carried unanimously. *Mayor reported on the public information session for the Lake Williams Dam project which he attended as hosted by the York Water Company. At the meeting, York Water Company reported that Lake Williams has been drained in preparation for demolition and construction of the new dam. The lake will remain dry till the end of construction season in 2023. As a result of the draining of the water from Lake Williams, an endangered species of turtle had to be relocated over to Lake Redman. York Water Company relied on volunteers for this catch and release effort. While Lake Williams remains dry, Lake Redman will be lowered by five-feet for emergency flood control. The level will remain low also till the end of construction season of 2023. During this meeting, York Water Company informed those present that they are anticipating heavy truck traffic on Water Street throughout the construction period. Currently, they are coordinating with PennDOT and Kinsley Construction to install “No Parking” signs on Main Street to aid trucks entering and exiting Water Street, as an anticipated 32,000 trucks will be travelling through over the two year construction period. *The Mayor also attended the “municipal funding” workshop via zoom which was hosted by Senator Kristin Phillips-Hill. The Mayor shared that there is a large amount of resources for funding through grants, both at the State and Federal level, and also through private sources. The Senator’s office shared that they will provide guidance in preparing the grant application. There is now a copy of the “Pennsylvania Municipal Leaders Funding & Resource Guide” and “Pennsylvania First Responders Funding & Resource Guide” in the Borough Municipal Office.

- **Office Manager**

- Guardian elected official’s Life/AD&D insurance policy – enrollment forms were handed out to newlyelected officials. Coverage is already currently in place for all on Council including the Mayor, the enrollment form is for those not yet on the policy.
- Annual Municipal Recycling Report – the report was submitted for grant considerations.

- Technology cabinet in kitchen at park – Crime Intervention made a service call when the park surveillance cameras were out of service. They discovered that a wire was burnt from heat generated in the cabinet. The Mayor and Council discussed construction of a second shelf below the current unit to spread out some of the devices. Mr. Hammers will be managing this project.
- Village Library’s Story-time at the park – the Village library would like to hold story-time at the park on Wednesdays at 10:30 a.m. from April 6th through May 4th, and on Mondays at 10:00 a.m. from June 6th through August 1st. Phyllis Bowers made a motion to allow the Village to use the Borough Community Park for their story-time. Motion was seconded by Jill Conner. Motion carried unanimously.
- Recognition for service of Sewer Authority Committee – a few ideas were proposed and discussed to recognize the years of service by the Borough Sewer Authority. The general consensus of Council was to dedicate a bench at the Community Park to all that had served on the Sewer Authority.
- 11 Valley Road – This property was sold recently and the new owners contacted SPCC for a rental permit. Upon investigation, SPCC found that this property has two single family homes on site with two addresses. However, court documents show only one legal address and one resident. SPCC sent out a violation letter to the new owner on record with instructions to appeal to the Zoning Hearing Board.
- **Solicitor** – Attorney Schoonover briefed all present on the ordinance pertaining to compensation for the Tax Collector (Section 45-3). Currently, the law requires that the compensation for a tax collector not exceed 5% on all collections and the borough’s ordinance states 4% of all collections. Other municipalities similar to Jacobus are compensating at a range of 3% to 5%. Attorney Schoonover stated that the 4% rate that the Borough now has is well within the allowable range of the elected position. Donald Wright made a motion to keep the tax collector’s compensation at the 4% rate as is within the ordinance. The motion was seconded by Phyllis Bowers. Motion carried unanimously.
- **Finance & Budget** – The Mayor reported that the Finance & Budget Committee met on February 8th to discuss on where best to spend the American Rescue Plan Act Fund that has been allocated to the Borough. Some ideas that were considered were – update the meeting room furniture in the municipal building, including painting walls, replacing the roof on the municipal building and removing the old siren on roof, digitizing old municipal records, replace siding at the large pavilion with an aluminum

siding which will be low maintenance, stormwater structure maintenance in the borough, and Donald Wright suggested possibly assisting the fire department in obtaining new bunker gear for their fire fighters.

- **Streets** – *Lance Beard reported that upon inspection, there were 18 streetlights throughout the borough that were not working. A service request was filed with Met-Ed and all the lights are now fixed. Donald Wright suggested an upgrade to LED fixtures for all our streetlights. *Donald Wright reported that he will be doing a drive through for spring road maintenance, looking for holes to fill and cracks to seal. *Lance Beard reported that a resident brought to his attention that snow ploughs driving on Meadow Street close to Park Street is cracking the roadway, especially since the plough is over the weight limit for the street. There are signs posted which shows “no truck” and “no vehicles over 6800 GVW”. Donald Wright stated that the sign only would pertain to Meadow Street, which is a private property at that section. Therefore, Attorney Schoonover stated that the borough would have the right to have the signs removed. Donald Wright made a motion to remove the said signs. The motion was seconded by Lance Beard. Motion carried unanimously.
- **Buildings and Grounds** – Lance Beard presented that the Jacobus Lions Club will be holding its Spring Annual Car Show at the Park on April 23rd with rain date of April 24th. The Lions Club asked for a fee waiver to use the park for the Car Show. A motion was made by Donald Wright to waive the park fee for the Lions Club Car Show. The motion was seconded by Dawn McElhiney. Motion carried unanimously.

New Business – none at this time

Unfinished Business – none at this time

Adjournment – A motion was made by Phyllis Bowers to adjourn the meeting at 8:48. The motion was seconded by Donald Wright. Motion carried unanimously.

Respectfully Submitted by
Sue Cheah
Office Manager/Treasurer