

**Jacobus Borough Council Meeting**  
**Meeting Date: May 3rd, 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, Greg Gruendler, Lance Beard, Solicitor Sarah Doyle, Jill Conner, Phyllis Bowers, Jeff Hammers, Donald Wright, and Dawn McElhiney.

**Minutes and Treasurer's Report**

- Minutes of April 5<sup>th</sup> Council Meeting – Dawn McElhiney made a motion to approve the April Council Meeting minutes as presented. The motion was seconded by Phyllis Bowers. 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 Phyllis Bowers to approve the Treasurer's Report as submitted. The motion was seconded by Dawn McElhiney. Motion carried unanimously.

**Persons on the Agenda/Public Comment**

- Elder Cook and Weaver, Church of Jesus Christ Latter Day Saints – Elder Cook presented that he is on his mission trip, spreading the word of God in peace but have been encountering some residents who were somewhat hostile. Therefore, Elder Cook was present to ask for a waiver for the application fee to the Transient Retail Merchants License. Donald Wright informed the missionaries that since they are representing a religious group, they will not need to obtain a Transient Retail Merchant License.
- District Judge Lindy Sweeney – Judge Sweeney was present to reintroduce herself to Council and all present as she will be running for re-elections this year. Judge Sweeney presented her duties as a judge, the volunteer programs she is involved in, and a breakdown of cases that she has presided over. Lance Beard inquired about the Abandoned Vehicle Law which was

explained by Judge Sweeney that there is an alternate statute that law enforcement officers are to use.

- Grant Anderson, Site Design Concepts (SDC) – Mr. Anderson presented the following report:
  - a) Stormwater Management Plan for John’s RV – the owner of John’s RV had informed Donald Wright that he is having trouble finding a contractor that would be within the range of the original estimated price for the stormwater project, hence the delay in starting work and fulfilling the conditions of the approved stormwater management site plan.
  - b) N. Cherry Lane resurfacing - SDC had received an invoice from Stewart & Tate for the sealing of the parking lot on N. Cherry Lane and by the municipal building in the amount of \$652.00. The work was completed in accordance to the agreed upon scope of work, Mr. Anderson therefore recommends payment of the invoice. A motion was made by Donald Wright to pay Stewart & Tate \$652.00 for the sealing of the N. Cherry Lane parking lot. The motion was seconded by Jeff Hammers. Motion carried unanimously.
  - c) Storm sewer maintenance – Easy-Dig Excavating had outstanding storm sewer maintenance from 2022 which were worked on. Items B2 (grouting) and N3 (paving) were completed and inspected by SDC. However, item L1, jet vacuum of inlet on Circle Drive was not completed, per SDC’s inspection. Mr. Anderson recommended payment for the two work items that were completed in the amount of \$2,135.00. However, Donald Wright made a motion to withhold payment to Easy-Dig until the inlet on Circle Drive is cleaned to the satisfaction of Borough engineer. The motion was seconded by Dawn McElhiney. Motion passed, with Lance Beard abstaining from voting.
  - d) N. Main Street traffic study – Mr. Anderson reported that the traffic study for Main Street has been completed by Transportation Resource Group, with the company preparing a final report.
  - e) 2023 street project – Kinsley construction had informed Mr. Anderson that they will be starting work on Ameda and Wildasin Drives the week of May 22<sup>nd</sup>, with a preconstruction meeting with Borough engineer on May 3<sup>rd</sup>.
  - f) Microsurfacing quote – SDC attempted to obtain quotes to apply polypatch cracksealing and apply microsurfacing for 75 tons from four contractors. Only one company (Stewart & Tate) quoted a price, with three other companies (Asphalt Paving Systems, Asphalt

Maintenance Solutions, EJ Breneman) declining to quote. Donald Wright recommended for this project to be advertised for bids.

- g) Farmington resurfacing – due to concerns discussed at previous Council Meetings of the infiltration structures on Farmington not working as intended, Mr. Anderson prepared a couple of estimates of cost to modify and/or remove the infiltration structures. Options proposed include demolition of the bumpout structures and/or modifying the infiltration trenches. Council discussed extensively some of these options, with Lance Beard finally proposing to continue this discussion with the Streets Committee.
- h) 9 Greenbriar Drive – resident at this address had met with Mr. Anderson with regards to the erosion at the rear of his property. Donald Wright informed the property owner that the affected land is County Park land and he should therefore address the issue with York Water Company. Mr. Wright also suggested that the Conservation District may be able to be of assistance. The Borough had already addressed stormwater issues on Greenbriar by installing curbs on the North side of the street, inlets, and a crown on the street.
- i) 35 Woodland Drive – the resident at this property had complained of erosion and Mr. Anderson reported that all issues are on private property and therefore cannot be addressed or repaired by the Borough.
- Earl Click, Jacobus Lion’s Ambulance Club – Mr. Click presented the April Report for the Ambulance Club. In April, the ambulance received 141 calls, of which 88 were for Advance Life Support (ALS) and 53 were for Basic Life Support (BLS). About 7% of these ambulance calls were for Jacobus Borough. There were 15 missed calls due to being on another call or “Out-of-Service”. Mr. Click also reported that the Ambulance Club is working on community involvement with participation on “Career Day” at the Dallastown Area Intermediate School, holding an “Open House”, and conducting classes for residents in the area. The Ambulance Club now is able to offer medical benefits to their employees and therefore hoping to increase the number of crew members to improve services.
- Steve Overmiller, Goodwill Fire Co. – Mr. Overmiller announced that the Fire Company will be having two fund-raisers in May. There will be a “Cash Bingo” on Saturday, May 6<sup>th</sup> at 7:00 p.m at the Fire Hall, and a “Breakfast Buffett” on Sunday, May 21<sup>st</sup> from 8:00 a.m. to 11:00 a.m. Mr. Overmiller also reported that they are now soliciting vendors for the annual Labor Day event. Donald Wright suggested for the Labor Day event to be a “street fair” as in years past.

## Action to Be Take

- A motion was made by Jeff Hammers to waive the permit requirement for the 4<sup>th</sup> of July fireworks display. The motion was seconded by Dawn McElhiney. Motion carried unanimously.
- A motion was made by Donald Wright to appoint the Commonwealth Code Inspection Services as the Borough Code Officer, Zoning Officer, and building code inspector, terminating services with South Penn Code Consultants. The motion was seconded by Dawn McElhiney. Motion carried unanimously.

## Borough Reports

- **Mayor & EM Reports** - \*Police Report for March 2023. There were 51.11 hours for Police Service Hours, 24.70 hours for Admin Hours, in total of – 64.75 hours for the month of March. There were 9 calls in total; \*Fire Police Requests – New Freedom Borough requests Fire Police assistance for the Sesquicentennial Parade on May 20<sup>th</sup>, 2023 from 3:00 to 6:00 p.m. and the Annual Carnival Parade on July 8<sup>th</sup>, 2023 from 3:00 to 6:00 p.m. Donald Wright made a motion to approve the New Freedom Borough’s fire police requests as presented. The motion was seconded by Dawn McElhiney. Motion carried unanimously. Stewartstown Borough also requests Fire Police assistance for the Stewartstown Fire Works on July 3<sup>rd</sup>, 2023, Eureka Carnival on July 17<sup>th</sup> through 22<sup>nd</sup> 2023 starting at 4:30 p.m, the Eureka Parade on July 22<sup>nd</sup>, 2023 starting at 4:00 p.m. Dawn McElhiney made a motion to approve the Stewartstown Borough’s fire police requests as presented. The motion was seconded by Jill Conner. Motion carried unanimously; \*Police incident at community park – the Mayor reported that he had been informed by the York County Regional Police Department that the person who had been urinating at the dug-out at the base ball field on a regular basis had been identified and citation(s) sent.
- **Office/Manager** - \*York Water Company had informed the Borough that large construction vehicle traffic will be passing through Main Street and Water Street daily in the night, from 9:00 p.m. to 6:00 a.m. for the Lake Williams Dam construction. The official notice for this construction traffic has been posted on the Borough website; \*New unassembled tables for the meeting room has been delivered. These tables conform to the State regulations and requirements for public meeting room furniture; \*A new Certificate of Deposit was established at York Traditions bank, per instructions from Council at last Council Meeting; \*A portable toilet has been ordered to be placed at the Community Park for the summer, to be placed on the North end of the small pavilion; \*The Mayor will be selecting

a water fountain to be installed on the wall of the large pavilion at the Community Park; \* May park reservations – there are six reservations for the month, a volunteer sign-up sheet was circulated for the opening and closing of facilities on rental day; \*The Jacobus Lions Club will be holding an Ambulance Crew Appreciation event on May 25<sup>th</sup> at the park's large pavilion and requests a waiver for the park rental fee. A motion was made by Jeff Hammers to waive the rental fee for the Ambulance Crew Appreciation event on May 25<sup>th</sup>. The motion was seconded by Donald Wright. Motion carried unanimously; \*The Cub Scouts Crew 69 will be holding their promotion ceremony at the park's large pavilion on May 30<sup>th</sup> and requests a waiver for the park rental fee. A motion was made by Jeff Hammers to waive the park rental fee for the Cub Scouts to hold their promotion ceremony at the park. The motion was seconded by Donald Wright. Motion carried unanimously.

- **Solicitor** – Attorney Doyle did not have any items to report.
- **Streets Committee** – no report at this time.
- **Buildings and Grounds Committee** - \*both dug-out roofs at the ballfield have been replaced with metal roofing; \*new siding is being installed at the park's restroom building, large and small pavilions; \*interior wall of the large pavilion has been painted, plans are being made to paint all other structures at the park; \*”carry-in, carry-out” signs have been posted at the park. All thrash cans will be removed in a few weeks.

### **New Business**

Jeff Hammers informed Council that he has historical pictures and items of the Borough which he would like to donate to the Borough to be displayed at the Municipal Building's meeting room. Council agreed to display donated items accordingly, in picture frames or display cases.

### **Adjournment**

Donald Wright made a motion to adjourn the meeting at 8:40 p.m. The motion was seconded by Jill Conner. Motion carried unanimously.

Respectfully submitted by,  
Sue Cheah