

**Jacobus Borough Council Meeting**  
**Meeting Date: May 5th, 2021**

**Call to Order**

Council President Sandy Sheffer called the meeting to order at 7:00 p.m.

**Roll Call**

Present were Sandy Sheffer, Lance Beard, Jill Conner, Donald Wright, Phyllis Bowers, Debbie Loucks, Greg Gruendler, Attorney Sarah Doyle, and Sue Cheah. Jeff Hammers was absent.

**Minutes and Treasurer's Report**

- Minutes of March Council Meeting – Donald Wright made a motion to approve the March Council Meeting Minutes as presented. Motion was seconded by Debbie Loucks. Motion carried unanimously.
- Treasurer's Report – Profit & Loss Statement for April was reviewed by all participating. Phyllis Bowers made a motion to approve the P&L as submitted. Motion was seconded by Donald Wright. Motion carried unanimously. Balance sheet for all bank accounts was also presented at this time.

**Persons on the Agenda/Public Participation**

Grant Anderson – Site Design Concept

- Hillside Drive Stormwater and Resurfacing Project – Mr. Anderson updated that Long's Asphalt and Kinsley Construction have mutually agreed to a schedule to complete the stormwater improvements and resurface the roadway. Long's Asphalt is scheduled to perform the stormwater management work June 28 – July 16. Kinsley will be resurfacing the roadway July 19 – August 20. Bonds have been received from both companies and the Notice to Proceed was signed by Council President. Residents along Hillside will be notified of the construction two weeks prior to the start of work.
- Water Street Update – Mr. Anderson briefed Council on York Water Company's (YWC) presentation on April 27<sup>th</sup> regarding the Lake Williams Dam Renovation Project. The current plan/requirements put forth by several agencies, including the PA Department of Environmental Protection and Army Core of Engineers, is for the dam to withstand maximum probably precipitation. One of the results of this project is no longer having a crossway over the dam, connecting Jacobus Borough to Springfield and York Townships. Water Street will also be abandoned by PennDOT as

PennDOT will no longer be maintaining the roadway over the spillway at the dam. YWC is requesting cooperation from the Borough Council to accept responsibility for Water Street up to the Borough limits. YWC will reconstruct the roadway and also install a turnaround point for emergency vehicles, garbage trucks and snow plows. Donald Wright raised the issue of stormwater management on Water Street and that it should be addressed at the time of reconstruction as heavy water flow has always been an issue along Water Street. Mr. Anderson stated that his crew from SDC and himself will be working together with the engineers from YWC to oversee that pavement specifications, stormwater management, and such effects will be done to satisfaction prior to the Borough accepting ownership of Water Street.

- 4 Wildasin Drive – Mr. Anderson reported that a street excavation was performed at this site for Columbia Gas last year without a permit and the ditch therefore was closed without an inspection by SDC. The site was reopened by Stewart and Tate on April 23<sup>rd</sup> by and backfilled with 12-inches of over mill and wearing surface. The backfill was performed according to specifications, however the work was completed in over five hours, running over the allotted two hours as specified by the Borough. Council agreed that Columbia Gas should be responsible to pay for the overtime engineering charges.
- Meadow Street – Mr. Anderson had received a quote from Easy-Dig Excavating on March 3<sup>rd</sup> 2021 (updated May 5<sup>th</sup> 2021) for \$7,148.40 to build up berm, redefine spillway, stabilize and clear out debris on the downhill side of the berm of Meadow Street. Debbie Loucks asked for Mr. Anderson's opinion on whether the price quoted was a reasonable price. Mr. Anderson stated that considering the current high cost of construction materials, the price quoted by Easy-Dig is fair. Mr. Anderson recommended that this work should be done in June after the basin bottom dries out. Debbie Loucks motioned to accept the quote from Easy-Dig as presented. Jill Conner seconded the motion. Motion carried. Lance Beard abstained from the vote.
- 9 Greenbriar Drive – Mr. Anderson updated that on July 24<sup>th</sup> 2020, Roger Coleman and himself had met with a resident at 9 Greenbriar Drive (Stan Salewski) to discuss the issues of water runoff from the street that is impacting his property. This runoff caused years of erosion which has now resulted in a large gully on his property and the adjacent YWC property. Mr. Anderson submitted some pictures documenting the result of the erosion and suggested several options to address this issue. An option was to build up a bituminous curb and direct runoff to existing inlet and include this

project as part of the 2022 Borough street projects. Donald Wright motioned to have Mr. Anderson obtain a quote from Easy-Dig Excavating to raise the curb on Greenbriar Drive as part of 2022 road resurfacing project. Motion was seconded by Debbie Loucks. Motion carried unanimously.

Steve Overmiller – Goodwill Fire Company

Mr. Overmiller reported that they had a sold-out Chicken Barbeque event last month and their next fundraiser will be a Fish-Fry dinner on May 16<sup>th</sup>. Plans are underway for a Food Truck event at the firehouse on June 13<sup>th</sup> and a barbeque at the park in July. Donald Wright inquired about the “scratch ratio” of the fire company. Mr. Overmiller reported that they have a very low scratch ratio, however they have seen an increase in their call volume. Mr. Wright also enquired about the status of the fire company’s capital funds campaign for their proposed building project. Mr. Overmiller expressed that the campaign is currently on hold.

### **Borough Reports**

- **Mayor & Emerg. Mgmt.** - Greg Gruendler presented: \*YARPD report- March 2021 – 47.80 police service hours, 21.57 administrative hours, with a running total of -20.72 hours; \*Response Calls – 22 calls. \*4<sup>th</sup> of July BLAST is scheduled to take place this year, with activities starting at noon in consideration of Sunday morning church services.
- **Office Manager**
  - Cancer Crushn’ 5K organized by the Jacobus Lioness Club will take place on August 21<sup>st</sup> and 22<sup>nd</sup> 2021. They have reserved the park facilities for the event from noon to 5:30 on the 21<sup>st</sup> and from 9:00 to 4:00 on the 22<sup>nd</sup>. The Lioness Club is asking for permission to have the rental fee waived. Donald Wright motioned to approve the Lioness Club use of Jacobus Park facilities for the Cancer Crushn’ event in August without fee. Motion was seconded by Lance Beard. Motion carried unanimously.
  - Update of electrical outlets in meeting room was proposed by Sue Cheah as most of the outlets are still two-pronged and often visitors have difficulty hooking up their devices in the meeting room as three-pronged outlets were needed. Gettle Electrical had submitted a quote for the work in the amount of \$390. Debbie Loucks motioned to approve Gettle Electrical to update all outlets in the meeting room of the Borough Municipal Building. Motion was seconded by Phyllis Bowers. Motion carried unanimously.

- A quote was obtained from Quality Digital Office Technology to replace the Kyocera printer/scanner/fax in office for \$975 as service technician for Kyocera had reported that the model of machine currently in the office is being “phased out” and replacement parts may soon be obsolete. Donald Wright motioned to approve replacement of the current printer/scanner/fax machine with a comparable machine up to \$1,000 when the current machine fails. Motion was seconded by Lance Beard. Motion carried unanimously.
- Upon receiving a list from YWC for the fire hydrants currently being paid for by the Borough, it was found that the fire hydrant along Susquehanna Trail in front of the JCC school has been erroneously billed to the Borough. The said hydrant has now been transferred to the rightful owner (Springfield Township) and the Borough in turn adopted the hydrant at rear of the Goodwill Fire Company which has previously been the responsibility of the fire company.
- Several concerned citizens have reported that the hole at the side of the house on 16 N Main St, as a result of its foundation caving in, is becoming larger and an attractive nuisance. Jeremy Kerstetter (SPCC) has been in contact with the third party property manager for the owner (SunTrust Bank) and had been informed that a request was submitted to the bank for demolition of the house. However, a timeline was not provided. Mr. Kerstetter had requested that an order be made to the bank to secure the building in the meantime by closing off the access point of foundation break. There has not been a response to this request yet. Council agreed that this is a safety issue and was briefed by Attorney Doyle on the Borough Ordinance for “Dangerous Structure”. Donald Wright recommended to proceed by having Borough Engineer, Grant Anderson, inspect the building and make a recommendation accordingly to the Mayor. The Mayor shall then send a letter to SunTrust Bank, if deemed necessary, for appropriate actions to demolish or secure the safety of the building within 10 days of receipt of said letter.
- The premises at 7 Valley Road had been unkempt for two growing seasons with uncut grass and vegetation. Previous violation letters to owner of record send by SPCC were returned unopened. The day of this meeting, it was reported by passersby that the grass has been cut.

- SPCC's Keith Hunnings is no longer the official BCO for Jacobus due to a non-renewal of his certification. The appointed BCO for Jacobus is now Clifford Tinsley of SPCC.
- At the last Council meeting, Council had requested for a monthly permit report from SPCC. Jeremy Kerstetter provided a report for April and was shared with council.
- At the request of council, a charge account was established at K&M Home Center, Loganville.
- May park reservation list was passed around to Council for volunteers to open/close park facilities.
- **Solicitor** – Attorney Doyle discussed the YWC's Lake Williams project, particularly on the abandonment of Water Street by PennDOT and the subsequent adoption of Water Street by the Borough. Since Stock and Leader has dealings with YWC, Attorney Doyle asked council's stand on the conflict of interest present for representation of the Borough. Donald Wright motioned to waive the conflict of interest so as to have Attorney Doyle represent the Borough in the adoption of Water Street. Motion was seconded by Lance Beard. Motion carried unanimously. The turn around point for emergency vehicles, snow plows and garbage trucks for Water Street was discussed as the proposed site is beyond the Borough boundaries. Some concerns were for the maintenance of roadway up to that point, such as snow removal. Stormwater management was also of concern. Donald Wright motioned to give Attorney Doyle the authority to work with YWC, their engineers at CS Davidson, and Borough engineers, to draw an acceptable agreement to be approved by Council and Borough engineer before final adoption of Water Street. Motion was seconded by Debbie Loucks. Motion carried unanimously.
- **Streets** – Donald Wright reported that he will be cleaning inlets in Borough of debris on Friday, May 7<sup>th</sup> and asked for volunteers to assist.
- **Buildings and Grounds**
  - Security Fence will be inspecting all fencing at the park on Friday, May 14<sup>th</sup> at 11:00 a.m. Lance Beard, Sandy Sheffer, and Greg Gruendler will be present for the inspection.
  - Lance Beard reported that new mulch is needed at the park playground. The amount needed to make up the level to 12-inches in depth will be determined.
  - Sandy Sheffer reported that the fence at the tot-lot needed to be power washed. Lance Beard mentioned that the Goodwill Fire Company will be power washing the pavilions at the park before the 4<sup>th</sup> of July.

**Bills**

Sandy Sheffer reported that all bills are currently up-to-date.

**Adjournment**

Motion was made by Donald Wright to adjourn the meeting at 8:45 p.m. Jill Conner seconded the motion. Motion carried unanimously.

Respectfully Submitted,

Sue Cheah  
Office Manager/Treasurer