

Jacobus Borough Council Meeting
Meeting Date: November 3rd, 2021

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, Greg Gruendler, Donald Wright, Jill Conner, Phyllis Bowers, Jeff Hammers, Debbie Loucks and Sarah Doyle, Esquire.

Minutes and Treasurer's Report

- Minutes of October Council Meeting – Donald Wright made a motion to accept the October 6th, 2021 Council Meeting minutes as presented. The motion was seconded by Jeff Hammers. Motion carried unanimously.
- Treasurer's Report – Profit & Loss Statement for October was provided and reviewed by all. Included in the report was a statement of current balance in all bank accounts. A motion was made by Debbie Loucks to accept the October 2021 Profit & Loss Statement and bank balance as presented. The motion was seconded by Donald Wright. Motion carried unanimously.

Persons on the Agenda/Public Participation

- Grant Anderson – Site Design Concepts (SDC)
 1. Hillside Drive Project – Mr. Anderson presented that Kinsley had “profile-milled” Hillside on October 22nd, with milling of gutter lines along frontage of two properties to re-establish gutter lines. The paving crew then applied “tack coat” onto the milled surface and paved a minimum depth of an inch in the gutter lines and between 3 – 3.5-inch in centerline of roadway. Mr. Anderson assured Council that the crew paid close attention to depth of gutter lines, gradient of road crown and removal of asphalt material around inlets to facilitate drainage into these inlets. Detailed inspection report from Mr. Anderson was presented to Council. A final invoice from Kinsley in the amount of \$33, 625 was received by SDC for this final paving on Hillside Drive. Mr. Anderson recommends payment in full to Kinsley for this work performed, which is consistent with the approved

Change Order and also shown to mitigate rainwater as observed by Mr. Anderson after a recent rainstorm. A motion was made by Donald Wright to authorize payment in full to Kinsley as recommended by Grant Anderson. Motion was seconded by Jill Conner. Motion carried unanimously.

2. Columbia Gas Street Opening Permit (SOP) – a SOP application was submitted by Columbia Gas to install a new service line at 26 Hillside Drive. Mr. Anderson presented that he had stopped work by Columbia Gas crew as the work was not according to their submitted and approved SOP application. Donald Wright then questioned whether current Borough SOP repair requirements particularly to road that is newly paved, such as Hillside, is sufficient. The current requirement per Borough Ordinance is for paving 12-inches surrounding the cut. Phyllis Bowers questioned what street repair requirements are for other municipalities. Mr. Anderson stated that he will research on this requirement for area municipalities. Attorney Doyle proposed that she could, together with Mr. Anderson, draft a new SOP repair ordinance. Donald Wright made a motion to authorize Attorney Doyle and Mr. Anderson to draft a new ordinance that would cover a bigger repair area after a Street Opening. Motion was seconded by Debbie Loucks. Motion carried unanimously.
3. Storm Structure Maintenance – Mr. Anderson reported that two quotes were received to perform the storm structure maintenance work, but both quotes exceeded the bid threshold. Mr. Anderson proposed that he will then identify top priority areas for maintenance and separate the work into 2021 and 2022 projects for re-bidding.
4. 2022 Street Project E Greenbriar Drive – Mr. Anderson presented a proposal to mill and overlay E Greenbriar Drive as part of the 2022 Street Project. The proposal included grading of the cul-de-sac and installing two more inlets to make the catch basin bigger. An option proposed was also to install a 10'x25'x4' stone infiltration bed. Lance Beard suggested that this roadway did not need another infiltration bed, which Council agreed. Donald Wright pointed out also that a curb is not needed on the South side of the road to direct water so as not to undermine the road. Estimate for the work per Mr. Anderson is \$141,270.
5. 2022 Street Project Geiselman Drive – Mr. Anderson also presented a proposal for resurfacing Geiselman Drive in the estimated amount of \$49,110. A motion was made by Donald Wright to authorize Grant Anderson to draft a bid package with no alternate bids for the

resurfacing of both Geiselman and E Greenbriar Drives as proposed. This would allow for work to begin in Early Spring of 2022. Motion was seconded by Phyllis Bowers. Motion carried unanimously.

6. N Pleasant Avenue – Mr. Anderson and John Hendrix of Easy-Dig Excavating had met with the resident at the corner of N Pleasant/Smith to discuss the storm water drainage issues he had on the street which was affecting his property. A motion was made by Phyllis Bowers to authorize Easy-Dig Excavating to re-establish the brim at this location so as to channel storm water away from this yard and subsequently the basement of this property. Motion was seconded by Jill Conner. Motion carried unanimously.
7. 17 S Main St apartments – Mr. Anderson presented that he had inspected the new apartments at 17 S Main Street. His inspection report was on the impervious check dams, porous concrete pavement, and soil invert of the entire parking lot's stone bed. Mr. Anderson also brought along a sample of the porous concrete to demonstrate the porosity of the product that was used.

- Steve Overmiller – Goodwill Fire Company
Mr. Overmiller presented the following fund-raisers for the Fire Company – 1) "Christmas time in Loganville" on November 20th where majority of the booths have been rented; 2) A Snowman themed painting event at the fire house on November 28th; 3) Drive-through event of Ham, Green Beans and Potatoes on December 12th.

Action to be Taken

A motion was made by Lance Beard to re-appoint Attorney John Miller of MPL Law as the solicitor on record for the Jacobus Borough Zoning Hearing Board. The motion was seconded by Donald Wright. Motion carried unanimously.

Borough Reports

- **Mayor & Emerg. Mgmt.**
 - Mayor Greg Gruendler presented: *YARPD report for September 2021 – 87.49 police service hours, 29.73 administrative hours, with a running total of 9.70 hours; 28 response calls, five of which were for abandoned, tow, repossession or impound of vehicle; *No Fire Police requests; *September Police Commission Report distributed to all present.

- **Office Manager**
 - Lake Williams Dam Project – York Water Company will be holding another public informational session at the Fire Hall on November 16th at 6:00 p.m. Site development is projected to start the week of November 15th.
 - Transient Retail Merchant License ordinance was discussed. Attorney Doyle reiterated that the current ordinance states that while a non-profit or religious organization is exempt from the requirement, their vendors will be required to obtain said license. A motion was made by Donald Wright to authorize Attorney Doyle to draft an amendment to the current Transient Retail Merchant License Ordinance that would exempt vendors of non-profit and religious organizations. The motion was seconded by Lance Beard. Motion carried unanimously. Donald Wright also made a motion to waive the Transient Retail Merchant License requirement from all vendors participating in the “Christmastime in Loganville” event. The motion was seconded by Debbie Loucks. Motion carried unanimously.

- **Solicitor**
 - SOP ordinance – as covered above in the “Engineer” section.

- **Finance & Budget Committee** – next Budget Planning meeting as advertised is for November 9th at 7:00 p.m.

- **Streets**

- **Buildings and Grounds**
 - “No Parking” signs at the community park – Lance Beard suggested “No Parking” sign to be placed at the community park in anticipation of overflow parking from residents of the new apartments across from the park. Donald Wright suggested to wait to access the situation and Council agreed.
 - Security camera for the digital sign at the community park – a quote was received from Crime Intervention Alarm for \$2,299 to install a camera that will have the digital sign under surveillance. This camera will be tied in with the current surveillance system at the park. A motion was made by Debbie Loucks to install this camera for the digital sign. The motion was seconded by Lance Beard. Motion carried unanimously.

- Borough Code Officer (BCO) – Jeff Hammers reports that Mike Hammers is now BCO for Seven Valleys and York New Salem. Debbie Loucks suggested to form a search committee for a BCO for Jacobus. Phyllis Bowers and Lance Beard volunteered to be on the BCO search committee.

Adjournment

A motion was made by Donald Wright to adjourn the meeting at 8:21 p.m. Jill Conner seconded the motion. Motion carried unanimously.

Respectfully Submitted,

Sue Cheah
Office Manager/Treasurer