

**Jacobus Borough Council Meeting**  
**Meeting Date: November 6th, 2024**

**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, Mayor Lance Beard, Donald Wright, Phyllis Bowers, Jill Conner, William Rodgers, Jeff Hammers, Dawn McElhiney and Jason Sabol, Esquire.

**Minutes and Treasurer's Report**

- Minutes of October Council Meeting – Donald Wright made a motion to accept the October 2nd, 2024 Council Meeting minutes as presented. The motion was seconded by Jill Conner. 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 Donald Wright to accept the October 2024 Profit & Loss Statement and bank balance as presented. The motion was seconded by Dawn McElhiney. Motion carried unanimously.

**Action to be Taken**

- A motion was made by Donald Wright to advertise the proposed 2024 General Fund and Liquid Fuel Budgets for public review. The motion was seconded by Phyllis Bowers. Motion carried unanimously.
- A motion was made by Phyllis Bowers to designate the Council President, Sandy Sheffer, to declare snow emergencies. The motion was seconded by Donald Wright. Motion carried unanimously.

**Persons on the Agenda/Public Participation**

- Grant Anderson – Site Design Concepts (SDC)
  - Circle Drive – Mr. Anderson reported that Easy-Dig had cleaned debris from the new inlet box and will do so six times annually as approved by Council. Donald Wright stated that the box is filled

already due to leaves and suggested that next year it should be cleaned based on when leaves fall.

- Meadow Street – Mr. Anderson stated that SDC bid out the project for drainage repairs on Meadow Street and four bids were received. The four bids were from Easy-Dig, Clear View, Kinsley Construction and Stewart & Tate. The bids were opened on October 28<sup>th</sup> 2024, with the lowest base bid at \$121,215.34 from Easy-Dig. The bids were all according to specifications and Mr. Anderson recommended awarding the project to Easy-Dig. A motion was made by Donald Wright to award the project for Meadow Street drainage repairs to Easy-Dig. The motion was seconded by Jeff Hammers. Motion carried unanimously.
- Water Street – Mr. Anderson updated Council that York Water Company had sent an amendment to the original Roadway Abandonment Agreement that was signed in 2021. The amendment agrees with the stormwater requests from Council, such as replacing the two existing corrugated metal pipes with smooth, lined corrugated polyethylene pipes, replacing the inlets at one location and installing manhole, riprap endwall and apron at the other location. However, a full-depth reclamation was not agreed on, instead the amendment states a two-inch mill and overlay. Council did not agree on the mill/overlay and instructed Attorney Sabol to edit the amendment for review by York Water Company.
- Church Street – Mr. Anderson calculated that there is a 4,400 square foot area on Church Street by Christ Church of Jacobus which should be resurfaced as part of 2025 street projects. Council will consider to have this work performed in 2025, depending on the final cost for drainage remediation on Meadow Street.
- Earl Click – Jacobus Lions’ Ambulance Club  
Mr. Click was not present.
- Steve Overmiller – Goodwill Fire Company  
Mr. Overmiller reported that for October, the fire company responded to 35 calls, six of which were within Jacobus. Year-to-date, the fire company responded to 278 calls, totaling up to 884.25 hours. In terms of fundraising efforts, the fire company have had 16 fund raisers year-to-date, totaling up to 2,124.25 hours. Mr. Overmiller also presented to Council the fire company’s schedule of events for 2025. A motion was made by Donald Wright to approve the events schedule as presented by the fire company. The motion was seconded by Dawn McElhiney. Motion carried unanimously.

- Greg Grove – resident
 

Mr. Grove lives on Main Street and was present to request for Council to approach PennDOT to accelerate the work on Main Street. Mr. Grove, along with other residents have complained that the bumpiness of the road is a problem for their vehicles and makes driving unpleasant. Mr. Grove referenced Loganville, where similar roadwork was done, yet their road significantly improved over the weekend. Jeff Hammers stated that the current condition of said road in Loganville is a temporary patch which PennDOT had to apply as their road was in a much worse condition than Main Street in Jacobus. Donald Wright stated that PennDOT has scheduled for Main Street in Jacobus to be completed in 2025, after all gas and water lines are installed up to George Street. Mr. Grove wondered why the Borough cannot use its voice to expediate the project, to which Mr. Wright stated that various representatives of the Borough have reached out to State Representative Mike Jones and Senator Kristin Phillips-Hill with the same result that until the gas and water lines are done, the final road surface cannot be applied.
- Julie Rodgers – resident
 

Mrs. Rodgers requested for “no-turn on red” to be installed at the traffic lights on Valley Road/Main Street. She stated that she has witnessed near accidents and have heard many complaints from residents of the issue. Donald Wright stated that since both Valley Road and Main Street are state roads, the Borough has no jurisdiction to install such a sign. However, the Borough will contact the State Representative and/or the Senator to contact PennDOT on our behalf.

## **Borough Reports**

- **Mayor & Emerg. Mgmt.**

Mayor Lance Beard reported: \*YCRPD report for September 2024 – there were 21.09 police service hours, 38.77 administrative hours, with a running total of 60.78 hours; there were 13 response calls; \*No Fire Police requests; \*September Police Commission Report distributed to all present. Mayor Beard also reported that “trick-or-treat” night went smoothly with no incidents to report.
- **Office Manager**
  - A motion was made by Donald Wright to appoint John Miller Jr. of MPL Law as the attorney on record for the Borough Zoning Hearing Board. The motion was seconded by Jeff Hammers. Motion carried unanimously.

- Council was informed that a zoning variance application will be submitted by the Christ Church of Jacobus to change it's residential zoning to a commercial zone as the church has identified a tenant who will be running a business at their Water Street property.
  - A report from the code officer for the month of October was presented to council, showing the properties where code violations were reported, inspected and results of action taken.
  - Park facilities, including restrooms, kitchen and water fountains, have all been winterized for the season by Miller Home Climate Control.
  - Council was notified of the one camera at the park that needs to be replaced due to damage by squirrels. Quotes are being obtained from Crime Intervention for both a static camera and a motion sensor camera.
- **Solicitor** –Attorney Sabol had no comments.
  - **Finance & Budget Committee** – a copy of the proposed 2025 General Fund and Liquid Fuel Budgets were distributed to all Council Members. A motion was made by Donald Wright to accept the proposed 2025 General Fund and Liquid Fuel Budgets as presented. The motion was seconded by Phyllis Bowers. Motion carried unanimously.
  - **Streets Committee** – as covered by Grant Anderson above.
  - **Buildings and Grounds Committee** - Mayor Beard reported that he will be levelling out the mulch at the tot-lot and the playground by the Borough office.

### **Unfinished business**

Council President Sheffer reminded Council to report intended absences for Council Meeting before meeting dates.

### **Adjournment**

A motion was made by Phyllis Bowers to adjourn the meeting at 7:56 p.m. Donald Wright seconded the motion. Motion carried unanimously.

Respectfully Submitted,  
Sue Cheah  
Office Manager/Treasurer