

Jacobus Borough Council Meeting
Meeting Date: October 6th, 2021

Call to Order

Council President Sandy Sheffer called the meeting to order at 7:01 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, Phyllis Bowers, Jill Conner, Debbie Loucks, and Sarah Doyle, Esquire. Jeff Hammers was absent.

Minutes and Treasurer's Report

- Minutes of September Council Meeting – Phyllis Bowers made a motion to accept the September 2nd, 2021 Council Meeting minutes as written. The motion was seconded by Donald Wright. Motion carried unanimously.
- Minutes of the Special Council Meeting – Debbie Loucks made a motion to accept the September 21st, 2021 Council Meeting minutes as written. The motion was seconded by Lance Beard. Motion carried unanimously.
- Treasurer's Report – Profit & Loss Statement for September 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 September 2021 Profit & Loss Statement as presented. The motion was seconded by Debbie Loucks. Motion carried unanimously.

Persons on the Agenda/Public Participation

- John Hendrix – Easy-Dig Excavating, Inc.
Mr. Hendrix assisted with the removal of old picket fence surrounding the playground at the Jacobus Community Park. There had been some complaints on Facebook regarding the safety of the playground area during the dismantling process. Therefore, Mr. Hendrix proposed for the area to be roped off until a new fence is installed. Phyllis Bowers made a motion to rope off the playground area until a new fence is installed in place of the old picket fence. Motion was seconded by Donald Wright. Motion carried unanimously.

- Grant Anderson, Site Design Concepts (SDC)

Mr. Anderson presented his review of:

 - *Meadow Street Stormwater mitigation project. Mr. Anderson presented the inspection report on this work as performed by Easy-Dig Excavating and recommended payment in full to Easy-Dig as the work was completed in accordance with the quote received. Donald Wright made the motion to pay Easy-Dig \$7,148.40 for their stormwater mitigation work on Meadow Street. The motion was seconded by Phyllis Bowers. Motion carried by majority vote. Lance Beard abstained from voting.
 - *Hillside Drive Street Project. Mr. Anderson presented a change order form from Kinsley Construction for the additional overlay, milling “V-Notch” in the roadway and curbside of Hillside Drive to direct water flow into the inlets installed. Donald Wright made the motion to authorize Sandy Sheffer to execute the change order from Kinsley Construction in the amount of \$33,625.00. Motion was seconded by Debbie Loucks. Motion carried unanimously.
 - *2021 Storm Sewer Inspections/Maintenance Recommendation Report. Mr. Anderson presented that SDC had identified 180 +/- structures in and along the Borough’s street right-of-way, PennDOT’s right-of-way, and also some on private property within the Borough. These structures have been individually inspected and their current conditions documented. The inspection report was presented to Council along with a recommended maintenance action item for Council to consider, as well as a priority list for maintenance. Some of the common issues presented that were impacting the function of the storm structures included sediment/debris buildup in or on the structure, damaged surface component, deterioration of the surrounding concrete and/or pipe, and erosion of surrounding areas. The maintenance schedule is prioritized from Level 1 to Level 5, with Level 1 needing “Critical Maintenance” and Level 5 requiring only “Monitoring”. Donald Wright made a motion to authorize Mr. Anderson to put together a bid-specification for the necessary maintenance work for all storm water structures within Level 1 and Level 2, except those that are in PennDOT’s right-of-way. Motion was seconded by Lance Beard. Motion carried unanimously.
 - *2022 Street Project. Mr. Anderson stated that he is currently working on the scope of 2022 Borough Street Projects that will include Greenbriar Drive and Geiselman Drive.

- Steve Overmiller, Goodwill Fire Co. #1
 Mr. Overmiller reported that the Fire Company will be having a drive-through fish fry on Sunday, October 10th from 11 to 2. Mr. Overmiller also reported that the Fire Company is still in search of a wrecked car to hold a public demo of their emergency rescue tool from AMK. Currently, the Fire Company is planning to hold Bingo events again for fundraising.

- **Mayor & Emerg. Mgmt.** – Mayor Greg Gruendler presented: *YARPD report for August 2021 – 60.06 police service hours, 28.07 administrative hours, with a running total of -7.52 hours; 27 response calls, 10 of which were for “Domestic”; *Trick or Treat will be on October 31st from 6 to 8, with Fire Police coverage and Donald Wright requested YARPD presence on Halloween night at the park to speak with the public; *Fire police request – Donald Wright made a motion to approve the Fire Police request from Salem Lutheran Church on December 4th 2021 at 7:00 p.m. to assist with traffic for their Christmas Bell Concert. Motion was seconded by Debbie Loucks. Motion carried unanimously.

- **Office Manager**
 - October park reservations – there is one rental day for this month. Sign-up sheet was circulated for a volunteer to open/close the park facilities.
 - Winterize park facilities – Donald Wright made a motion to authorize Stambaugh Plumbing to winterize the park facilities after the last rental of the month. Motion was seconded by Lance Beard. Motion carried unanimously.
 - Animal Control Services Contract - Klugh Animal Control Service contract term will end on December 31st 2021. The new contract for 2022 will be similar to this year’s contract except for the increase in mileage charge. Donald Wright made a motion to renew the contract subject to solicitor’s review and final approval. The motion was seconded by Debbie Loucks. Motion carried unanimously.
 - Lake Williams Dam Project – York Water Company is requesting the use of Borough’s pavilion at the park to hold a Q&A session for the public regarding their Lake William’s Dam project on October 14th 2021 at 6:00 p.m. Donald Wright suggested for York Water Company to hold this public session at the Fire Hall instead to circumvent weather conditions. York Water Company will also be sending out letters to residents along Main Street and Water Street

alerting them of upcoming construction which will result in an increase in construction vehicles traffic. Donald Wright suggested that this letter be sent to all residents within the Borough.

- Foreign Fire Insurance Premium – the Foreign Fire Insurance Premium tax fund was received from the Auditor General in the amounts of \$8,869.49. This amount was given in the entirety to the Goodwill Fire Company Relief Fund.
- Security Camera for digital sign at the park – Sandy Sheffer and Greg Gruendler had met with the representative from Crime Intervention Alarm to discuss surveillance coverage for the digital sign at the park. The current scope of surveillance from the existing cameras does not reach the sign, therefore a new camera will have to be installed. A quote has not yet been received.
- Electric generation supplier – an unauthorized change in Borough’s electric generation supplier was detected. The current contract with Champion Energy is through October 2022. A discussion within Council determined that when said contract ends, the Borough will not contract with another third party supplier.
- SPCC monthly report was distributed to all Council members.

- **Finance and Budget**

Budget Committee meetings have been scheduled for October 12th and 26th at 7:00 p.m.

- **Streets**

Phyllis Bowers reported that there are some street signs within the Borough that are bent. Donald Wright requested that D.E. Gemmill be contacted to perform a check/repair on the condition of Borough street signs.

- **Buildings and Grounds**

- Lance Beard volunteered to rope off the playground area at the park the following day.
- Lance Beard reported that the chain-link fence repair/replace at the community park has been completed by Security Fence and recommended to pay. Donald Wright made a motion to pay Security Fence in the amount of \$22,165.00 for their work on the fences at the whole park, subject to cleanup being completed. Motion was seconded by Phyllis Bowers. Motion carried unanimously.

Adjournment

A motion was made by Phyllis Bowers to adjourn the meeting at 8:22 p.m. Donald Wright seconded the motion. Motion carried unanimously.

Respectfully Submitted,

Sue Cheah
Office Manager/Treasurer