

Jacobus Borough Council Meeting
Meeting Date: September 4th, 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 and was followed by the Pledge of Allegiance to the Flag.

Roll Call

Present were Sandy Sheffer, Donald Wright, Jeff Hammers, Phyllis Bowers, Dawn McElhinney, Mayor Lance Beard and Solicitor Jason Sabol. Jill Conner and Bill Rodgers were absent.

Minutes and Treasurer's Report

- Minutes of August Council Meeting – Donald Wright made a motion to approve the August 7th, 2024 Council Meeting minutes as written. The motion was seconded by Dawn McElhinney. Motion carried unanimously.
- Treasurer's Report – Profit & Loss Statement for August was provided along with bank statements from all accounts and reviewed by all. A motion was made by Donald Wright to accept the August 2024 Treasurer's Report as presented. The motion was seconded by Dawn McElhinney. Motion carried unanimously.

Persons on the Agenda/Public Participation

- Scott Sours – Badgers Baseball League
Mr. Sours was not present.
- Steve Metzler from York Water Company and Chris Kraft from C.S. Davidson
 - Mr. Metzler was present to discuss the portion of Water Street from Main Street to Lake Williams, the last part of the Lake Williams Dam project. This road project is the last part to be completed as heavy construction vehicles will no longer be traveling through Water Street. Mr. Metzler reported that 2½ years ago when the contract between York Water Company and Jacobus was executed, the Water Company had assumed that the heavy construction vehicles travelling through Water Street for the dam project would significantly destroy the road

structure. However, post-construction sampling of the road showed that Water Street is in fact in good condition. The Water Company is therefore proposing to deviate from the contractual agreement. Mr. Kraft reported that approximately 5,000 triaxles moved through Water Street equivalent to 160,000 tons. A full-depth reclamation was proposed 2½ years ago in anticipation of Water Street being destroyed from all this weight travelling through. However, according to geological sampling that was recently performed in three separate locations, the road structure is still sound. The sampling actually showed a strong construction with a nine-inch layer of asphalt and nine-inch layer of aggregate. Additionally, visual inspection shows a defined crown on the road post-construction. For these reasons, Mr. Kraft and the Water Company is proposing a profile repair to Water Street rather than the original full-depth reclamation. Mr. Kraft believes that a full-depth reclamation would be the worse thing to do as that would compromise the sub-base. Jeff Hammers inquired as to why the testing was not done before the end of the project. Mr. Kraft responded that they had anticipated the road to fall apart and was not expecting it to hold up so well. Mr. Hammers suggested for the Water Company to guarantee the road to hold up for the next ten years if only a surface repair is done. Mr. Kraft stated that surface treatments have been known to last 20 to 30 years. Donald Wright then enquired about the culverts and stated that there is existing stormwater issue at the location of the culverts. Mr. Kraft confirmed that there will be a pipe that will cut across the road and the plan is to have the culvert work completed this Fall and paving in the Spring of 2025. Mr. Kraft reiterated that in his opinion, a full-depth reclamation is not an appropriate means of reclamation for Water Street, particularly since the crown still appears to be in decent shape and that there will not be much traffic travelling on the road. According to Mr. Kraft, the appropriate restoration is a profile and overlay. Jeff Hammers agreed that historically, Water Street has very little use.

- Grant Anderson – Site Design Concept (SDC)
 - Drainage structure remediation on Circle Drive – Mr. Anderson reported that Stewart & Tate had completed the project according to specifications. Donald Wright enquired about putting asphalt over the McElhiney’s driveway, to which Mr. Anderson stated that it would be expensive to do that. Mr. Anderson recommended payment to Stewart & Tate in the amount of \$45,898.15, which is less than the bid amount. A motion was made by Jeff Hammers to pay Stewart & Tate

for completion of their stormwater management work on Circle Drive. The motion was seconded by Donald Wright. Motion carried unanimously.

- Meadow Street drainage – Mr. Anderson had proceeded with survey and runoff calculations as approved by Council last month and found that the storm drain on Meadow is inundated with runoff from approximately a six-acre area, which is six-times over the recommended limit. The site survey and base map of the area has also been completed. Mr. Anderson proposed two options to mitigate the drainage issue for the area draining into Meadow Street. The first option was to relocate inlet N2 and in its place, install a 4x4 inlet box with grate set low enough to capture surface runoff. And completely eliminate inlet N9. The second option is to remove and replace inlets N7 and N8 with 4x6 concrete vaults. All storm sewer would then outlet through a 48-inch diameter “smooth lined corrugated plastic pipe” and new concrete endwalls. Donald Wright suggested taking out a gentle swale in the Smith Village parking lot to let water into the ground and also suggested exploring grant funding for this project. The estimated cost for this storm project is \$160,000 with an addition of \$60,000 for paving. Mr. Anderson agreed to meet with “dirt and gravel road” organization to discuss grant funding. A motion was made by Donald Wright to authorize Mr. Anderson and SDC to prepare two plans for grant funding – one for repairs of Meadow Street to the Dirt and Gravel Road and one for water quality to the Conservation District. The motion was seconded by Jeff Hammers. Motion carried unanimously. Donald Wright also made a motion to authorize Mr. Anderson and SDC to advertise for bids for drainage improvement and paving of Meadow Street. The motion was seconded by Jeff Hammers. Motion carried unanimously. Mr. Anderson also recommended that Meadow Street, in the area of the culvert, should be closed to traffic as the area is not stable.
- Water Street – Mr. Anderson reported that he did a walk-through of Water Street with Steve Metzler of York Water Company and their engineer, Chris Kraft of C.S. Davidson earlier in the month. They reviewed the turn-around site and Mr. Anderson stated that their discussion is consistent with the original endorsed agreement. Jeff Hammers asked Mr. Anderson’s opinion on a full-depth reclamation for Water Street. Mr. Anderson stated that there are currently no obvious signs of failure on the road. The crown is still intact and

therefore he cannot say with certainty how long the road base will last.

- Steve Overmiller – Goodwill Fire Co.

Mr. Overmiller reported that the attendance for their Bingo and Breakfast Buffets have been going up. But they would still like to raise more funds and would like to ask for permission to hold a boot drive on September 27th from 4:00 to 7:00 p.m., with a Raindate of October 4th. A motion was made by Donald Wright to approve the boot drive as requested. The motion was seconded by Dawn McElhiney. Motion carried unanimously. Craig Lipinski then reported for the month of August, the Fire Company had 34 calls, nine of which were for the Borough. In total year-to-date, they have responded to 218 calls. That equates to 740.88 hours for the year-to-date and 120.42 hours for August alone. For fundraising, the Fire Company spent 150.5 hours fundraising in August. Mr. Lipinski also reported that the new engine is in its final stages of completion and anticipates an October delivery.

- Earl Click – Jacobus Lions' Ambulance Club

Mr. Click was not present.

- Beverly Markey – resident

Mrs. Markey was present to ask the Borough for assistance in spreading the word of her group that teaches about the bible. She and a group of volunteers teach about the bible at the Dallastown Intermediate School but the school does not permit them to hand out information. Donald Wright suggested for her to use social media platforms to get the information out as that is the most effective way to reach the younger generation.

Action to be Taken

- Donald Wright made a motion to approve the Resolution to authorize the Goodwill Fire Company to apply for a statewide Local Share Assessment Grant on behalf of Jacobus Borough. The motion was seconded by Dawn McElhiney. Motion carried unanimously.
- A motion was made by Jeff Hammers to approve the Resolution to update requester requirements of the Borough's Right-To-Know Law policy. The motion was seconded by Phyllis Bowers. Motion carried unanimously.

Borough Reports

- **Mayor & Emerg. Mgmt.** – Mayor Lance Beard presented: *YCARPD report for July 2024 – 51.24 police service hours, 41.82 administrative

hours, with a running total of 111.51 hours; there were 14 response calls; *There were no Fire Police requests for the month; *Police Commission Report was included in handout to Council. Mayor Beard also attended the Commissioner's meeting and informed that video recordings of an accident can be obtained for a fee if requested.

- **Office Manager**

- Code Officer's report – A report was submitted by Simon Schilling, which showed all the enforcement actions that were taken in August. The report listed in detail the addresses that were visited and actions taken accordingly. All violations addressed in August were pertaining to overgrown vegetation.
- SPCA 2025 Animal Care and Housing – A motion was made by Donald Wright to approve renewal of the SPCA Animal Care and Housing agreement. The motion was seconded by Jeff Hammers. Motion carried unanimously.
- “Watch Children” signage – “Watch Children” signs had been installed on N. Pleasant Avenue in both directions as approved at the last Council meeting. A motion was made by Donald Wright to approve installation of two more “Watch Children” signs, specifically at the crossroad by the playground at Wellington Hills. The motion was seconded by Jeff Hammers. Motion carried unanimously.
- September park reservations – there are three rental days for this month. Volunteer sign-up sheet was circulated for volunteers to open/close the park facilities.

- **Solicitor** - *Attorney Sabol briefed Council on “short term rental” laws, pertaining to entities such as AirBnB and VRBO. And the difference between those establishments versus boarding houses, which are considered commercial and has to be within the appropriately zoned district. *Attorney Sabol stated the “Jacobus Borough Municipal Complaint Form” which was submitted to him for review by the Code Officer is fine to be used.

- **Streets** – Donald Wright discussed the Water Street agreement with York Water Company, where he would like to hold the Water Company to the endorsed agreement of a full-depth reclamation. He does not believe that large tractor trailers travelling on Water Street every three minutes for three months will not have any adverse effects on the road. There is no warranty that there are no soft spots from this amount of wear. In his opinion, a base repair is not sufficient and a full-depth reclamation is necessary. Jeff Hammers questioned whether a full-depth reclamation will result in a better road than the existing road. Grant Anderson stated that there is no way of knowing when the current roadway will fail. Phyllis Bowers stated that “a

contract is a contract” and that York Water Company should uphold their end of the contract. Jeff Hammers reiterated that holding York Water Company to the contract does not mean that the new road will be better than the road that is already there. His recommendation is to propose a 10-year warranty where York Water will have to fix any road issues that come up in that period of time. Attorney Sabol stated that the decision does not have to be made at this point.

- **Buildings and Grounds**

- Lance Beard reported that the flower bed at the park in front of the restroom area had been weeded and he recommended for it to be converted into a grassy area for ease of maintenance.

New Business – none

Correspondence – a “Thank You” card was received from The Village Library for the Borough’s donation to the library. The card was read to all present.

Adjournment

A motion was made by Donald Wright to adjourn the meeting at 8:23 p.m. Dawn McElhiney seconded the motion. Motion carried unanimously.

Respectfully Submitted,
Sue Cheah
Office Manager/Treasurer