

Jacobus Borough Council Meeting
Meeting Date: June 3rd, 2026

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, Mike Hammers, Trent Brown, Jill Conner, William Rodgers, Phyllis Bowers, Richard Somerville and Attorney Walt Tilley.

Minutes and Treasurer's Report

- Minutes of May Council Meeting – Phyllis Bowers made a motion to approve the May Council Meeting minutes as presented. The motion was seconded by Trent Brown. Motion carried unanimously.
- Treasurer's Report – Profit & Loss Statement along with all bank account summaries were reviewed by all present on Council. Included in the report was also a copy of a Budget vs. Actual statement for year-to-date expenses. A motion was made by Phyllis Bowers to approve the Treasurer's Report as submitted. The motion was seconded by Mike Hammers. Motion carried unanimously.

Persons on the Agenda/Public Comment

- Steve Mercado – York County Old Timers Baseball League. Mr. Mercado was present to request permission for use of the baseball field and facilities during their Fall baseball season from September 12th through November 9th. The last game scheduled for the season is November 1st, with November 9th being a raindate. A motion was made by Rick Somerville to allow the YC Old Timers Baseball team use of the Borough's baseball field and facilities. The motion was seconded by Bill Rodgers. Motion carried unanimously. Mayor Beard reminded Mr. Mercado that "no alcohol" is allowed on the grounds. Mr. Mercado stated that he sends out the rules of use to the team prior to the season and that they will strive to make the field better. For instance, the team will purchase a new third base as a gift to the Borough.

Mayor Beard stated that he will disk the infield between the 9th and 18th and the Bulldogs and Jackals have already agreed to rake and roll.

- Al Diehl – Jacobus Lions’ Ambulance Club. Mr. Diehl presented a report for the Ambulance Club for May 2026, where there were 130 total calls and only eight calls were within the Borough.
- Ryan Herbst – Site Design Concepts. Mr. Herbst presented the following:
 - Jacobus Christ Church subdivision plan – Mr. Herbst reported that Christ Church is planning on subdividing their land on Water Street, separating out the cemetery lot and combining the two remaining lots into one residential lot. Mr. Herbst had reviewed the plans and provided a commentary back to the applicant. After revision to the plan based on Mr. Herbst’s comments, the applicant will submit a final plan for Planning Commission’s review.
 - Meadow Street drainage repairs – Mr. Herbst reported that Easy-Dig has not made any effort to complete the project at Meadow Street since last council meeting and have past the contractual completion date of May 15th 2026. Since contract has expired, Mr. Herbst asked for legal counsel on how to proceed. Attorney Kathy Silcox commented that she has prepared a fourth amendment to extend the contract another time if council agrees to give Easy-Dig another chance to complete the work. Or the alternative is to re-bid and hope that a new contractor will still have time on their schedule to finish the project this paving season. Phyllis Bowers asked what the delay was that dragged on the project for so long. Attorney Silcox replied that in 2024, the delay was with Columbia Gas having to move the gas main at the location, then in 2025 the delay was with delivery of concrete structures from Monarch and clearance from Met-Ed on their utility pole. Mr. Herbst suggested giving Easy-Dig another extension till the end of the paving season because he is afraid that at this point in the year, most contractors’ calendars are already filled and will not be able to finish this project by the end of the paving season. Attorney Silcox asked “how much is done?”. Mr. Herbst responded that about 15% of the work is done as emergency repairs, while all structures are on site for the work to be finished. Attorney Walter Tilley asked if there is a “performance bond”. To which Mr. Herbst replied “yes”. Bill Rodgers asked if there is a rebid, will cost of the work be more now compared to the previous contract since the price of diesel fuel has increased. Mr. Herbst stated that if the project were to be out for a new bid the cost will likely be higher due to the cost of everything being increased in the last couple of years. Attorney Silcox stated that

the Borough could be gracious to Easy-Dig with one more chance and extend the contract till September 1st, with a check-in date of July 1st. If no progress is made by July 1st, then start a new bid process immediately. Rick Snyder, a concerned resident, said that this is an essential project that has dragged on for four years. He stated that he owns an adjacent private lane that has been used by the public as a throughway ever since Meadow Street was closed to traffic. Mr. Snyder stated that since Easy-Dig is in breach of contract, the Borough can proceed with a “no-bid contract”. Attorney Tilley stated that he is not aware of the possibility of a no-bid process. Mr. Snyder stated that this is a stormwater sinkhole emergency. But Attorney Tilley stated that the four-year delay makes it hard to characterize it as an emergency situation and too risky to call a no-bid process. The Borough cannot get a new contract for this project without bidding. Mr. Snyder stated that the area is improperly barricaded and simply lots of negligence. Attorney Tilley agreed that the project has extended too long and that it is fundamentally a breach of contract. He stated that Easy-Dig is so far in breach of contract that it is probably unfair to expect him to do the work. He went on to say that there must be a level of accountability and at this point, does anyone have faith that he will complete the work if another extension is provided. There was no response from council. Attorney Tilley said, “he might not be able to bring himself to say no. Just cut him loose”. Phyllis Bowers agrees to follow legal counsel’s advice. A motion was made by Phyllis Bowers to proceed with claims through performance bond of the original contract and re-bid the Meadow Street project. The motion was seconded by Mike Hammers. Motion carried unanimously.

- Water Street – Mr. Herbst reported that York Water Company has completed all work on Water Street per contract. Regarding the storm sewer endwall that was previously a concern, there are now rocks cemented around the endwall, and also where runoff enters at the roadside swale at a driveway crossing. The edge along Water Street was also milled and sealed to direct runoff to directly flow into the roadside swale. Trent Brown asked if lines are yet to be painted as there were street markings before. Mr. Herbst said that as far as he knows, the project is complete, but he will follow-up on road markings.
- Curb painting for restricted parking areas on Main Street – Mr. Herbst reported that D.E. Gemmill had begun curb painting along Main

Street, marking the areas for restricted parking according to the traffic study performed by Transportation Resource Group (TRG) in 2023. Mr. Herbst also met with a representative from TRG with regard to extending the restricted parking area at the junction of Church and Main, on the North/East side. He stated that TRG concluded that the current parking limitations are adequate and that ultimately it is council's decision to further extend the restricted parking area at the site. Sandy Sheffer stated that the restricted parking area needs to go further North as the line of sight is restricted when any vehicle is parked in the area. She also questioned Mr. Caltagirone (property owner whose curb is being discussed) on why he had previously asked for parking there for ease of unloading groceries when there is a two-foot drop from the curb. Mr. Caltagirone stated that it is a gradient, not a "drop", and would like to compromise with a 15-minute temporary parking sign. Trent Brown pointed out that there will be no one there to enforce the 15-minute parking. A resident, Kim Beard, stated that if there is even a car parked at that location, much less an SUV or big van, you cannot see to pull out of Church Street. She stated that she would sue if an accident happens there due to a blocked line-of-sight. Jill Conner asked Mr. Caltagirone, "Didn't you say previously that the people living on your property do not have vehicles? That these are students from out-of-town that have to walk to your lab?". Mr. Caltagirone answered that one of his residents has a vehicle, but he parks in the back. He states that any vehicle parked there is unlikely from persons living at his property. Jill Conner then responded that "therefore, 99% of the time you don't have people parking there". Mr. Caltagirone reiterated that this spot is to benefit people unloading groceries. Trent Brown stated that the reason is not a valid one particularly when it has been repeatedly brought to the borough's attention by the community that it is a hazard to pull out of Church Street and that Mr. Caltagirone's arguments are only to satisfy himself. Council President Sheffer at this point asked for a motion. A motion was made by Bill Rodgers to extend the current restricted parking area at the junction of Main/Church on the Northeast side, restoring back to the original line. The motion was seconded by Trent Brown. Motion carried unanimously.

- Farmington Drive stormwater infiltration structure removal – Mr. Herbst reported that he had received three bids for the Farmington Drive project to remove the three stormwater infiltration structures. They were from Long's Asphalt, Stewart & Tate, and York

Excavating Company. The bid specification includes demolition, removal of as much stone as needed, fill with a base layer and two courses of pavement, but not altering the curb. Phyllis Bowers stated that the Borough had problems with Stewart & Tate's work in the past. Who will be supervising this project? Mr. Herbst stated that he will be overseeing this work. Phyllis Bowers stated that this work must be done right. A motion was made by Bill Rodgers to award the project to remove the three stormwater infiltration structures and fill back accordingly to the lowest bidder, Stewart & Tate. The motion was seconded by Jill Conner. Motion carried unanimously. Lance Beard inquired about a start date to which Mr. Herbst stated mid-July with completion by October 1st 2026.

- Woodland Drive traffic calming – Mr. Herbst reported that he had received a quote from D.E. Gemmill to place two rubber speed humps and signage at the Wildasin/Woodland intersection of approximately \$11,000. These humps can be removed in the winter so that it won't be a problem for snowplows. Phyllis Bowers inquired on how to determine if these speed humps are effective. She stated that the Borough has already spent so much money on this issue with multiple speed studies done that showed no real issue there. Bill Rodgers asked if the speed humps from D.E. Gemmill will remain as Borough's property. Mr. Herbst stated that they will belong to the Borough. Mr. Rodgers pointed out that when these humps are removed in the winter, the holes in the road from where it was attached will fill up with water and the winter freeze/thaw cycle will compromise the road starting from the point of these holes. Sandy Sheffer suggested for Mr. Herbst to find out the cost for "rumble strips" as these will not interfere with snow removal and will not have to compromise any roadway. Attorney Tilley stated that a "traffic calming ordinance" should be in place first prior to any action on speed control devices.
- 2 Woodland Drive drainage – Mr. Herbst reported that he had performed a visual inspection at the address and recommended the following: 1) There are four inlets at the location (numbered 11,12,13 and 14), two of the inlet tops (12 & 13) should be replaced immediately as they are dangerous for vehicles and pedestrians. These two inlet boxes are of custom size so the replacement grates will be of "best fit" not exact; 2) Inlet 14 should be replaced with a headwall and a new pipe connecting to inlet 13 to allow for greater flow/capacity to prevent clogging and flooding; 3) A better defined

and stabilized swale/channel should be constructed upstream from inlet 14. This will require a drainage easement to work on a private property; 4) Outfall protection should be installed downstream of outfall 14 and a better-defined swale/channel should be constructed downstream of the outfall. This too will require a drainage easement for work on a private property; 5) Seeding, matting and additional stabilization should be completed between outfall 11 and inlet 12 to prevent further or future erosion. Again, this will need a drainage easement for work on private property. Sandy Sheffer instructed Mr. Herbst to obtain a quote for all work that needs to be done at this location to fix the water issues.

- Steve Overmiller – Goodwill Fire Co. Mr. Overmiller reported that the Fire Company responded to 40 calls in May, 22 of which were within Jacobus. Year-to-date, they have responded to 236 calls. For the month of June, they will have four fundraisers – Bingo on June 6th, auction on June 13th, breakfast buffet on June 21st and 10% of all sale proceeds from Paesano's Pizza on June 24th. They will again be offering chicken barbeque dinners at the Fourth of July BLAST, along with its Boot Drive on the Fourth of July. In July, their fundraiser events are planned for July 11th, an auction, and breakfast buffet on July 19th. Year-to-date, the fire company has had 17 fundraiser events, totaling 1,397.75 hours, equivalent to 174 workdays. With regards to the siren, Mr. Overmiller stated that he had talked to some neighbors on his street and they don't have any issues with the siren. Mr. Caltagirone stated that this is an "antiquated" system and "why does it even have to go off once?". Jill Conner asked Mr. Caltagirone if he lives in Jacobus to even be affected by the siren. He did not respond to that question but stated that "there are other ways of doing this". Ms. Conner stated that other municipalities such as Loganville, Dallastown, Seven Valleys etc. have sirens too, not just Jacobus. Mr. Caltagirone insisted that this is an "antiquated mind-set". A resident stated that her child is a firefighter and she likes the siren, to be alerted that her son is out on an emergency call. Another resident stated that other notification systems can fail and emergency responders need to be notified somehow. At this point, Council President ordered for the meeting to move on.
- Dustin Slenker – resident. Mr. Slenker was present to ask for the closing of Pleasant Avenue to vehicular traffic on the Fourth of July. He was informed that the Fire Police have already been instructed to close Pleasant Avenue to traffic on the Fourth of July based on his recommendations last year.
- Dayne Riddle – resident. Mr. Riddle was present with issue of Penn Waste not picking up large items. He stated that per the borough's contract with

Penn Waste, every household is allowed to put out one large item per week. However, Penn Waste has not been picking up bulk items of late, which he cited the mattress that had been on curbside of a property on Valley Road for a few weeks. Sandy Sheffer instructed him to call Penn Waste for the pickup. Attorney Tilley reiterated that the contract states that all bulk items for pickup must be called in.

Action to Be Taken

Mr. Joseph Abate was sworn in as a Fire Police by Mayor Lance Beard.

Borough Reports

- **Mayor & EM Reports** - *Police Report- for the month of April, there were 63.73 hours of police service hours, 30.26 administrative hours, with a running total of 50.13 hours. There were 15 total calls; *No fire police requests for the month; *Police Commissioner's Report was handed to all council members.
- **Office/Manager** - *Sitting hours at the Borough Municipal Building for Dallastown Area School District tax collection was requested for September 15th and November 16th 2026 from 3:00 to 5:00 p.m. A motion was made by Phyllis Bowers to grant permission for Dallastown Area School District tax collection at the Borough Municipal Building as requested. The motion was seconded by Bill Rodgers. Motion carried unanimously; *Council was informed that there has recently been an increase in door-to-door solicitation as reported by many residents. To date, there has not been any application for Transient Retail Merchant license for any such businesses to sell door-to-door. Hence, all those currently soliciting are doing so without proper permit. Council members were urged to note company names and report accordingly; *Water fountain in the park's pavilion was damaged by the winter freeze. Plumber had advised that it would cost less to replace the unit than to repair the damage. A motion was made by Phyllis Bowers to replace the water fountain at the park's pavilion. The motion was seconded by Jill Conner. Motion carried unanimously; *Permission was requested by the Jacobus Lions Club to waive the requirement for a fireworks permit for the fireworks show on the 4th of July at the park. A motion was made by Phyllis Bowers to waive the fireworks permit requirement for the 4th of July fireworks show. The motion was seconded by Bill Rodgers. Motion carried unanimously; *Retention pond on Nixon Drive has been cleared of brush and will now be cleared annually; *Working on obtaining quotes to resurface the tennis/basketball courts at the park; *Code officer reported that a violation notice had been sent to 10 Eagleton Drive for

non-permitted construction of a retaining wall, violation at 121 Farmington Drive for a camper parked along the street on blocks has been resolved, 106 Woodland Drive's warning for box trailer parked in front of property had been resolved by homeowner, contact person for Smith Village has not been responsive to Code Officer with regards to the Fancy Shanty doing business in the parking lot of Smith Village. Attorney Tilley advised for code officer to reach out to the Department of Health and/or Department of Revenue and "shut down" the business till Fancy Shanty can prove that it is properly registered to operate a business in the state of Pennsylvania, with proper food/health inspections to sell food products and all other permits as required by the Borough; *June Park reservations – there are four reservations at the park for the month, volunteer sign-up sheet handed to council.

- **Solicitor** - *A motion was made by Trent Brown the approve Attorney Silcox to advertise the ordinance "amending providing procedure criteria and installation standards for traffic calming measures on borough-owned roadways". The motion was seconded by Bill Rodgers. Motion carried unanimously. A copy of the ordinance was provided to all on council; *Zoning Hearing application form – Attorney Silcox updated the Borough's current Zoning Hearing application form, increasing the application fee from \$600 to \$1,400 to compensate for increasing costs for Zoning Hearings. Attorney Tilley also mentions that a fillable PDF form would be appropriate. A motion was made by Phyllis Bowers to approve the resolution to increase Zoning Hearing application fee to \$1,400 per application. The motion was seconded by Bill Rodgers. Motion carried unanimously; *Attorney Silcox prepared the bid packet for Winter Maintenance contract for the period from October 15th 2026 through October 14th 2027. Bids to be opened June 29th 2026 at 2:00 p.m. A motion was made by Phyllis Bowers to approve Attorney Silcox to advertise for bids for the Winter Maintenance contract for the 2026/2027 season. The motion was seconded by Rick Somerville. Motion carried unanimously; *Attorney Silcox also prepared the bid packet for thrash/recycling contract for the period from April 1st 2027 through March 31st 2030. The bid specifications include standard collection once a week for one 96-gallon toter for thrash, one 62-gallon toter for recycling, low-volume collection once a week for one 35-gallon toter for thrash, and one 62-gallon toter for recycling. Overflow capacity option with purchase of bag tags from the contractor is available, with one permitted large item per week. Bid opening scheduled for June 29th 2026 at 2:00 p.m. Phyllis Bowers asked how many companies

potentially bidding for this contract. Attorney Tilley speculated for potentially three companies bidding. Attorney Silcox inquired if every council member wanted a hard copy of the bid packet. Bill Rodgers suggested electronic copies, Phyllis Bowers wanted a hardcopy. A motion was made by Phyllis Bowers to approve Attorney Silcox to advertise for bids for the thrash/recycling contract for April 1st 2027 through March 31st 2030 period. The motion was seconded by Trent Brown. Motion carried unanimously; *Attorney Silcox had prepared action to go to Court of Common Pleas for injunction to allow the Borough permission to clean up at 119 N Main Street, based on the violations outstanding from Borough Code Officer for “the failure to remove junk items defined as nuisances under Section 170-2 Declaration of Nuisances”. Phyllis Bowers asked if anyone had the courtesy of talking to property owner. Attorney Silcox responded that property owner has been sued because she had not been responsive to violation notices from Borough Code Officer. Sandy Sheffer stated that the residents at said address do not answer the door when Code Officer had visited, nor sign for certified mail from the Code Officer. The letter ultimately had to be served by an officer. Attorney Silcox asked if Ms. Bowers wanted to pay a visit to the property owner and reminded her that the property owner was served a civil action and did not appear for her hearing. Ms. Bowers stated, “let’s play nice” and will make a visit to 119 N Main Street with Mike Hammers. Mr. Hammers stated that based on their visit, perhaps the next step would be a call to the Department of Aging. A motion was made by Trent Brown to authorize Attorney Silcox to proceed with a lawsuit against property owners at 119 N Main Street should this visit prove to be unproductive. The motion was seconded by Jill Conner. Motion carried unanimously.

- **Streets Committee** – Mayor Beard reported that half of the road signs in the Borough that needed fixing/straightened have been fixed. One of the signs had to be taken down for repairs.
- **Buildings and Grounds Committee** - *damage at park – Mayor Beard reported that two of the windows at the back of the kitchen at the park were damaged. The siding material appeared to have been hit with a baseball bat. Also, there were three boys that have been observed several times to skateboard and “play” on the roof of the dug-out at the park. A resident present, Mr. Abate, verified that he had witnessed said boys on the roof and also climbing up the fences as he lives by the park. Attorney Tilley suggested sending letters to the parents of said boys as Mayor Beard was able to identify them. Mr. Caltagirone asked why the

Borough is taking such a strong-handed approach. Attorney Tilley stated that the Borough is at risk for liability should the boys get hurt. The purpose of this action is so that the parents and children take this offense seriously. A motion was made by Phyllis Bowers to approve Attorney Tilley to send warning letters to the parents of these boys. The motion was seconded by Mike Hammers. Motion carried unanimously; *water leak at park – upon dewinterization, it was found that there is a leak at the water shut-off valve area that caused pipes in the park bathroom and water fountain to freeze. A representative from York Water Company investigated and informed the Borough that a representative from their service department must evaluate to determine if the leak is occurring before or past the shut-off valve. To-date, the service department has not evaluated; *mud-scrapers were installed around the dug-outs and bathroom facility but Mayor Beard reported there are still some signs of muddy cleats on the walls of the dug-out and restrooms; *Mayor Beard stated that he is still planning to power-wash the tot-lot fence.

Council Comments

None at this time.

Unfinished Business

Meadow Street project as discussed above.

Adjournment

A motion was made by Phyllis Bowers to adjourn the meeting at 9:43 p.m. The motion was seconded by Jill Conner. Motion carried unanimously.

Others Present:

Alan Diehl
Richard Snider
Jackie Somerville
Angie Loucks
Joseph Abate
Dustin Slenker
Stephen Mercado
Dayne Riddle
Tom Caltagirone

Respectfully submitted by,
Sue Cheah