Jacobus Borough Council Meeting
October 1st, 2025

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, Jeff Hammers, Dawn McElhinney, Jill Conner, Phyllis Bowers, and Walter Tilley, Esq. Donald Wright and William Rodgers were absent.

Minutes and Treasurer's Report
- Minutes of September Council Meeting – Jeff Hammers made a motion to accept the September 3rd, 2025 Council Meeting minutes as written. The motion was seconded by Dawn McElhiney. 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 and a statement of "budget vs. actual" on expenses. A motion was made by Dawn McElhiney to accept the September 2025 Treasurer's Report as presented. The motion was seconded by Jill Conner. Motion carried unanimously.

Persons on the Agenda/Public Participation
- Matthew VonStein, resident

Mr. VonStein was present to discuss the "Stop" sign at the T-junction of Woodland and Wildasin. He, along with other residents in the area, are requesting for a "stop" sign to be placed where it was briefly installed in 2024. The sign was removed at that time per conversation at York County Regional Police Department (YCRPD) commissioners meeting where Council President Sheffer and Mayor Beard were told that such a sign is not enforceable. Mr. VonStein stated that he had spoken to Lt. Chris Wallick at the YCRPD who told him that police would not have the authority to request for any traffic sign to be removed. He would like to have the sign reinstalled as vehicles speed through Woodland making it very unsafe for its residents and children. Jeff Hammers stated that there were two speed studies done within the last year which showed

that there weren't enough speeding vehicles along Woodland to warrant YCRPD to sit at the location for speeders and he does not believe that a "stop" sign would deter people from speeding, particularly if it is not one that is enforceable. While the Borough could request for law enforcement to set-up "speed traps", this would cost the Borough money that results from the speed study does not support. Mr. VonStein stated that he believes most people would at least slow down for a "stop" sign, even if it is one that is not enforceable. He also pointed out that the "stop" sign was voted on and approved already by council at Council Meeting of March 2025. Attorney Tilley looked up minutes from the March 2025 meeting and read "A motion was made by Donald Wright to put up "all-way stop" signs at the junction of Wildasin and Woodland, with future traffic-study if needed. The motion was seconded by Jeff Hammers. Motion carried unanimously". Attorney Tilley questioned "why have an unenforceable stop sign". Another resident present answered "because it is a blind corner with 15 kids over six houses". Phyllis Bowers stated that she agrees that there are vehicles that speed in the area, particularly after the Wellington Hills development went up. However, she is not certain that a stop sign will solve the problem. Jeff Hammers stated that an unenforceable stop sign, particularly, will not stop people from speeding. Especially in these times of social media, it will be known very quickly that the sign is unenforceable. Also, "are people actually speeding on the road?". Mr. VonStein stated that there are enough people speeding and he would just like to avoid any critical accident. He believes that a "stop" sign would mitigate the problem. Jeff Hammers then stated that he does not have a problem with a "stop" sign being there, however "is it really the solution?". Attorney Tilley stated that it would be prudent to do some research into regulations for making a "stop" sign enforceable to follow proper procedures, get a legal opinions on whether a "stop" sign is even an effective method of speed control for that location, have good analysis, does it create a liability or not, and why was the sign removed in the first place. Attorney Tilley will do some research so that Council has hard facts to make a proposal and decision at the next meeting. Mayor Beard then questioned whether there are the proper number of speed limit signs on Woodland, to which there was not a definite answer from the floor. Mr. VonStein requested for Council to install a "stop" sign again as a "goodwill" gesture. Phyllis Bowers stated that Council will follow legal counsel, charting a path forward only after proper research into the situation and what the most effective speed mitigation may be.

- Robin Trevaskis, resident

Ms. Trevaskis was present to voice her concern with speeding vehicles on Main Street, especially now that the road has been repaved. She often witnessed

vehicles travelling more than 50 miles-per-hour when Main Street has a 30 miles-per-hour speed limit. Particularly, her concern is for the intersection of Main and Church Streets where she witnessed a tractor trailer speeding on Main Street almost hit a vehicle coming out of Church Street. The vehicle was pulled out far onto Main Street because drivers need to do that since one can't see oncoming traffic clearly due to the short line of sight over the hump on Main Street. She was afraid that should that have been a school bus, there may have been an accident involving school children. Mayor Beard stated that lots of accidents have occurred at that intersection over the years. Ms. Trevaskis inquired about a traffic light at that intersection for safety reasons. Jeff Hammers stated that since Main Street is a State road, PennDOT will have to determine if a traffic light is necessary at that junction. Attorney Tilley stated that he will give notice to PennDOT in writing that the Borough is concerned about speeding vehicles on Main Street since PennDOT is responsible for the safety of its roads. He also suggested for the Borough to contact York County Regional Police Department to enforce speed limit on Main Street since they do have the authority to do so on a state road. Ms. Trevaskis stated that she had witnessed law enforcement sitting in the parking lot of Smith Village for at least 20-minutes, to which Jeff Hammers informed her that they were doing their paperwork where people can see them since they do not have physical offices. Phyllis Bowers asked Attorney Tilley if he will have a letter to PennDOT within the next 30-days, to which Attorney Tilley confirmed that he will.

- Eric Buracker, York Water Company (YWC)

Mr. Buracker was present to inform Council and the public that YWC will now be conducting service lateral inspections and check for lead pipes on all properties that have new customer requests for service, such as new homeowners and new tenants. These inspections started as a request from Springfield Township York County Sewer Authority for a corrective item with the Department of Environmental Protection to reduce the "Inflow and Infiltration" at their Hollow Creek Wastewater Treatment Plant. The goal is to ensure proper lateral connections so that surface water, such as stormwater and groundwater, do not enter the sanitary sewer system through downspouts and drains that are improperly connected. Jeff Hammers enquired if there had been any illegal connections so far since the inspections started, to which Mr. Buracker responded negative. Mr. Buracker stated that the inspection is free, however, the new property owner will be responsible for any repairs necessary to correct found deficiencies. Attorney Tilley clarified that whether the buyer or seller and landlord or tenant pays will depend on the sale contract and lease agreement accordingly. Jeff Hammers requested that YWC provide a short

write-up of this inspection requirement to be posted on Borough website, after Council's review and approval.

- Jordan Shenk, Site Design Concepts (SDC)

  *Stormwater management at John's RV – Mr. Shenk reported that the owner of John's RV has passed away and Attorney Sabol had been notified of his passing. Currently awaiting for instructions from Attorney Sabol to proceed, should Mr. Grim's passing have impacted the project agreements.

  *Meadow Street drainage repair – Mr. Shenk reported that he has confirmation from Columbia Gas that their work to move the gas main on Meadow Street is complete. He has also approved the design of concrete stormwater structures to be installed and Monarch Products Co. is currently fabricating the structures. While awaiting Monarch's completion, Mr. Shenk and Mayor Beard will meet with the two landowners whose properties will be affected by the project to discuss an easement agreement. If all goes well, by the next council meeting an easement agreement agreeable with all parties will be signed and Easy-Dig can start on some ground clearing.

  *Water Street abandonment – Mr. Shenk reported that work on Water Street by The York Water Company has not begun, other than some markings on the roadway.

  *Main Street "no-parking" curb painting – Mr. Shenk reported that in 2023, a traffic study was performed by the Transportation Resource Group to determine the areas on Main Street to designate for "no-parking". At that time, Main Street was under construction to replace gas and water lines. It was decided that the curbs will be painted for "no-parking" only after Main Street was fully repaved. Mr. Shenk stated that based on residents' discussion tonight pertaining to the dangers at the junction of Main and Church, it might be prudent to extend the "no-parking" area on the Northeast side of the junction. A resident in the audience reiterated that drivers cannot see to pull out of Church because of the hump on the road, particularly if there are vehicles parked on the street. Attorney Tilley stated that the Borough can extend the restricted parking area based on actual experiences of the public. Mr. Shenk stated that he will measure the linear distances of curb to be painted and obtain a quote from D.E. Gemmill for approval at next council meeting.

- Steve Overmiller, Goodwill Fire Co. #1
  Mr. Overmiller was not present.

- Al Diehl, Jacobus Lions' Ambulance Club
  Mr. Diehl presented that the Ambulance Club responded to 144 calls for the month of September, with six of which being within the Borough.

Action To Be Taken

- Winter Maintenance Contract – One sealed bid was received and opened by Sandy Sheffer. The bid was submitted by Easy-Dig Excavating, Inc. for the estimated amount of $74,522.00. A motion was made by Jeff Hammers to grant the Winter Maintenance contract for 2025-2026 to Easy-Dig for $74,522. Phyllis Bowers seconded the motion. Motion carried unanimously.
- Amendment to the 2024 Meadow Street improvement contract – due to the delay in moving of the gas main by Columbia Gas and the current delay in construction of the concrete culverts, the completion date for the project with Easy-Dig has to be extended to May 15, 2026. A motion was made by Phyllis Bowers to approve the amendment to the 2024 Meadow Street improvement contract. The motion was seconded by Jeff Hammers. Motion carried unanimously.

Borough Reports

- **Mayor & Emerg. Mgmt.** – Mayor Lance Beard presented: *YCRPD report for August 2025 – 75.16 police service hours, 36.96 administrative hours, with a running total of 42.45 hours; there were 20 response calls. The Mayor pointed out that five of those calls were for the area on York Road and Meadow Street, where he is aware that there have been unhappy residents complaining about some teenagers riding dirt bikes on the streets which makes a lot of noise and dirt. In addition to the hazards of the riders on the streets. Within the police report, it is also evident that at one of these problematic residences, there were two calls for fire. A neighbor in the area had also contacted the Mayor and alerted him of a heavy machinery in the yard of one of these homes that the resident is now using to excavate a dirt bike trail within his yard, causing a large amount of dust on top of the noise pollution from the bikes. The Mayor had instructed the neighbor to reach out to the Conservation District. Borough Council also received a letter from "Concerned Residents", which Sue read in entirety to all present, stating their concern of the ongoing disturbance stemming from particular residences on York Road that were cited. Attorney Tilley stated that these are civil matters and advised that the letter from the "concerned residents" be forwarded to York County Regional Police Department and also to the Borough Code Officer. Mayor Beard then pointed out that there is a police response to a call listed to be in Seneca Ridge which is outside of the Borough. He thinks that the response was for an individual with special

needs who had wandered into the Borough and police transported him back to his home in Seneca Ridge. The Mayor will check at the next commissioner's meeting; *Trick or Treat will be on October 31st from 6 to 8 p.m, with Fire Police coverage.

- **Office Manager**
  - October park reservations – there is only one rental for this month. Sign-up sheet was circulated for a volunteer to open/close the park facilities.
  - Winterize park facilities – park facilities are scheduled to be winterized by Wilbur Henry Plumbing, Heating & AC on October 6th. The bathrooms, kitchen, and water fountains will all be winterized for the season.
  - Dog-waste cleanup – there have been frequent reports of dog-waste and dog-waste bags littering the park. Attorney Sabol had previously suggested making dog-waste removal a section in Borough's ordinance. Jeff Hammers stated that it would be hard to enforce such a code. Attorney Tilley suggested starting with placing signs at the park to remind the public to pick-up after their pets.
  - Foreign Fire Insurance Premium – the Foreign Fire Insurance Premium tax fund was received from the Auditor General in the amounts of $11,629.65. This amount was given in the entirety to the Goodwill Fire Company Relief Fund.
  - PA unclaimed property – paperwork was submitted to the State Treasurer several months ago when the Borough was alerted to some "unclaimed property". A check was received a couple of weeks ago in the sum of $600 for three uncashed checks from Columbia Gas dating over many years.
  - Main Street special exception – an application for Zoning Hearing for a special exception was received for the property at 15 S. Main Street to convert an existing detached garage into a living space to be used by property owner to care for her elderly mother. Attorney John Miller, Borough's Zoning Hearing solicitor, and Attorney Sabol reviewed this application and concluded that the property owner does not need a Zoning Hearing. Per the attorneys, under Section 250-22, "Unit for Care of Relative", the intended garage meets the requirements for such use according to Section 250-35 which states that "a lawful detached garage may be converted into a unit for care of relative and then be reconverted to a garage or permitted home occupation area or otherwise function as part of the principal dwelling

unit". Attorney Tilley specified that all construction shall still conform to construction permits, codes, and inspections. He also stated that the applicant cannot use the garage as a dwelling unit after the relative no longer resided within the unit, which the applicant needs to state in an agreement that is agreeable with the Borough.

- York Road – item as discussed under the Mayor's Report.
- Liberty tree – in commemoration of the upcoming 250th Anniversary of the United States, York County is gifting all municipalities with a tree donated and to be planted by the Rotary Clubs of York County. Either a Planetree or Swamp White Oak will be planted on April 11th 2026. The Borough would have to dig a hole to fit a 5-gallon-sized tree base prior to the date. The general consensus amongst council was to have the tree planted between the large pavilion and tennis courts.
- 2026 SPCA Agreement – the 2026 Animal Care and Housing Agreement from SPCA was received along with the fee for service. The fee increased by $175, from $1,381 for 2025 to $1,556 for 2026. A motion was made by Phyllis Bowers to accept the 2026 Animal Care and Housing Agreement with SPCA. The motion was seconded by Jeff Hammers. Motion carried unanimously.

- **Solicitor**

  Attorney Tilley commented that recent events with law enforcement is significant and food for thought. In 2025, York County lost four law enforcement officers in the line of duty, this being the highest number of officers killed from one County in all of Pennsylvania, and the third largest number in the nation. This is significant, and we need to think of all the law enforcement officers, fire fighters, emergency responders, and elected officials who put their lives on the line every day when they go out to serve their community. Jeff Hammers stated that this is why he insists that the emergency alarm above the municipal building should remain active as each time the alarm sounds, it is a reminder to all that at that moment, a volunteer is out responding to an emergency, risking their lives to help others. Attorney Tilley stated that "we are all in this together".

- **Streets**

  No items to report at this time.

- **Buildings and Grounds**

  Mayor Lance Beard reported that Diehl's Landscaping had completed clearing the grounds at the Nature Park and is still working on the retention pond area by Nixon Park. The challenge in that area is the

boggy nature of the bottom of the pond next to the slope such that their heavy machinery could not access the slope. Some alternative equipment is being considered for the work.

Council Comments

Phyllis Bowers thanked Attorney Tilley for his wisdom and professionalism at handling the meeting. She thought that he was the best solicitor the Borough ever had since she served on Council. Sue then reiterated that the "stop" sign at Woodland was taken down by D.E. Gemmill upon the request of Council President and Mayor who were informed that the "stop" sign would not be enforceable since a proper traffic study was not conducted for that purpose. They were not "ordered" to take the sign down by any law enforcement officer but did instruct Sue to have the sign removed based on their conversations at the Police Commissioner's meeting. Also, D.E. Gemmill did not charge for the installation and removal of the sign. Attorney Tilley acknowledged the clarification, stating that the Borough did not pay for neither the sign nor the work.

Adjournment

A motion was made by Jeff Hammers to adjourn the meeting at 9:07 p.m. Phyllis Bowers seconded the motion. Motion carried unanimously.

Respectfully Submitted,
Sue Cheah
Office Manager/Treasurer