Jacobus Borough Council Meeting
March 4th 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 with the Pledge of Allegiance.

Roll Call
Present were Sandy Sheffer, Mayor Lance Beard, Mike Hammers, Phyllis Bowers, William Rodgers, Jill Conner, Trent Brown, Rick Somerville, and Solicitor Walt Tilley.

Action to be Taken
- Proposed ordinance change by Tom Caltagirone

A motion was made by Trent Brown to reject the change in ordinance as proposed by Mr. Caltagirone. The motion was seconded by Bill Rodgers. Motion carried unanimously. Mr. Caltagirone stated that this meeting was supposed to review and discuss any input or comments from Council. Sandy Sheffer stated that Council received his proposal last month and had time to review his document. Attorney Tilley stated that at last meeting council said they will decide tonight to proceed or not and based on the motion and vote, council has indeed decided to not proceed with the proposal for an ordinance change. And Council has the authority to do so. Mr. Caltagirone stated that in his proposal, the language is very narrow, identifying the difference between a boarding house and group housing, and that his tenants are young professionals not rif-rafs. He asked if he could at least have a pilot year to see if there are issues, and that he would get a permit every year with inspections if necessary. Attorney Tilley stated that council has already made a motion to not proceed with the proposed ordinance change. But now Mr. Caltagirone has made a request and asked if council would like to reconsider. To which there was no comment from council. Sandy Sheffer stated that there is no motion to reconsider.

Minutes and Treasurer's Report
- Minutes of February Council Meeting – Trent Brown made a motion to approve the February Council Meeting minutes as presented. The motion was seconded by Bill Rodgers. Motion carried unanimously.
- Treasurer's Report – Profit & Loss Statement along with bank account summaries were reviewed by all council members present. A "budget vs.

actual" report for the general fund expenses was also submitted for review. A motion was made by Jill Conner to approve the Treasurer's Report as submitted. Rick Somerville seconded the motion. Motion carried unanimously.

Persons on the Agenda/Public Participation

- Joe Royer, Jacobus Jackals – Mr. Royer was present to request permission to use the baseball field for the upcoming baseball season. Sandy Sheffer informed him that there are some changes made to this year's contract to help cover rising costs and prevent some repeated issues at the park. The changes she stated were the $300 fee for use, $500 security deposit, and picture documentation of the bathroom before and after each use to be submitted to the Borough. A motion was made by Jill Conner to grant the Jackals use of the baseball field for the upcoming 2026 season per signing of Borough's field use contract. The motion was seconded by Trent Brown. Motion carried unanimously. Rick Somerville asked Mr. Royer if the new conditions were acceptable to him. Mr. Royer replied, "No, but beggars can't be choosers". Bill Rodgers stated that Borough tax payers cannot be liable to pay so much to cover for costs to upkeep the facilities. Mayor Beard stated that there also is evidence that some users of the facility do not abide by the rules, specifically "no alcohol" is allowed. There is a picture of three players with alcohol in their hands and the ambulance building in the background posted to social media. Trent Brown stated that there are plenty of signs for "no alcohol" in the park.
- Tyler Anderson, Bulldogs Adult Baseball team – Mr. Anderson introduced himself as the scheduler for the baseball teams using the Jacobus baseball field and was present to ask for permission to use the field for the 2026 baseball season. He stated that the new fee is not uncommon across York County. A motion was made by Bill Rodgers to allow Mr. Anderson and his team to use the baseball facilities for the 2026 baseball season subject to all the conditions of the new agreement. The motion was seconded by Mike Hammers. Motion carried unanimously.
- Sage Gionet, 15 N. Main Street – Mr. Gionet was present to complain that the Borough Code Officer, Simon Schilling, was at his house for an inspection and was very rude. He stated that Mr. Schilling was rude to his wife, claiming that Mr. Gionet had outstanding violations that are over a year old, not accepting court papers by certified mail, which Mr. Gionet stated that is not the case. He had called in to Judge Sweeney to check for outstanding violations and confirmed that there is none for 15 N. Main. Mr. Gionet also believed that Mr. Schilling did not pass the inspection for his solar panel

install due to the "false claim" of outstanding violations. Mr. Gionet would like the Borough to assign a new Code Officer as he needs to pass his inspection for his solar panels but would not like Mr. Schilling to enter his house again. Mike Hammers stated that according to the Uniform Construction Code (UCC), a permit cannot be denied based on existing violation or not. Mr. Hammers suggested to Mr. Gionet to file a complaint through the Department of Labor's website, under the UCC tab. Mr. Gionet stated that he found that Manheim Township in 2023 had Mr. Schilling replaced as their Code Officer. Sandy Sheffer stated that the Borough will look into this issue.

- Jordan Shenk, Site Design Concepts (SDC) – Mr. Shenk was present to report on the following:
    - Reverse Sub-division for 127 Hidden Hill Farm Lane – Breanna and Trevor Jackson had submitted a consolidation plan to York County Planning Commission (YCPC) to combine two deeded parcels into one at said address. The recommendations from YCPC have been received and will be discussed at the Borough's Planning Commission meeting set for March 16th. The Planning Commission's recommendations will then be discussed at April's Council Meeting.
    - Meadow Street Drainage repairs – Mr. Shenk reported that he has not had any update from Easy-Dig as to when they would start construction on Meadow Street.
    - Water Street – Mr. Shenk reported that he has been in communication with C.S. Davidson and York Water Company regarding the erosion concerns at the upper culvert of Water Street. While the culvert replacement has been completed, the Water Company has agreed to fix the endwall at that upper culvert. Chris Kraft from C.S. Davidson is coordinating with Stewart & Tate for the work, to be done before the mill and overlay that is scheduled for Spring.
    - Curb painting for restricted parking areas on Main Street - Mr. Shenk reported that he has been in communication with a representative from Transportation Resource Group (TRG) with regards to the intersection at Main and Church Street. TRG will be reviewing the line of sight at that intersection and provide an update regarding the restricted parking areas associated with that intersection.
    - Farmington Drive – Mr. Shenk reported that he is creating a site plan for the removal of the three stone infiltration areas on Farmington to be replaced with three inlets with a pervious surface. Once the site plan is complete, he will obtain estimates from contractors.

- Woodland Drive traffic calming – Mr. Shenk reported that PennDOT's Local Technical Assistance Program (LTAP) had installed data collection devices for their traffic study at two separate locations on Woodland Drive. These devices collected traffic data from February 23rd through 27th. Mr. Shenk is still waiting for the data report. The representative for LTAP, Patrick Wright, had informally stated that he did not believe the traffic count on Woodland is enough to warrant a stop sign. Additionally, he had stated that a stop sign is not to be used for speed control. Mr. Shenk also reported that Mr. Wright recommended for the Borough to enact a traffic calming ordinance to ensure a standard policy in place for any speed scenarios, citing Title 75 which requires the S-O-S (Study, Ordinance, Sign) process to install any regulatory sign. Mr. Shenk also shared that research studies show that digital speed signs typically will work for the first three weeks of installation where an average decrease in speed of one to three miles per hour is seen, then loss their effectiveness after the first three weeks.

- Steve Overmiller, Goodwill Fire Company – Mr. Overmiller reported that there will be a charity bingo on March 28th as organized by the Mayor. It is to raise funds to ship Dr. Knapp's medical equipment to Uganda for the Milandila Women's & Babies' hospital. Mr. Craig Lipinski, Chief Fire Officer, reported that for January, there were 48 response calls and 43 calls in February, bringing the total response calls to 91 for the year. Mr. Lipinski also stated that for the year, there has been a total of 53+ days spent on fundraising activities, which are hours that do not include the times spent on training and running calls. Mr. Greg Overmiller, Deputy Chief Fire Officer, presented a proposal for the Borough to have an ordinance that will support the fire company in billing insurance companies for their cost to respond. He cited York Township and Springfield Township, both neighboring municipalities that have a "fire department emergency services cost recovery ordinance" in place already. Attorney Tilley asked to see a sample resolution with fee schedule. To which Mr. Greg Overmiller stated that the fee schedule will be adapted from York City's fee schedule. Attorney Tilley stated that council will advise him when they would like such an ordinance to be drafted, and he will base it off of York Township's ordinance and resolution. Mr. Lipinski reiterated that this ordinance would be the "legal authority" to claim from insurance companies. Last year, for example, it cost the fire company $55,000 for hose damage, chemical extinguishers, carbon monoxide sensors, etc.

- Al Diehl, Jacobus Lions Ambulance Club – Mr. Diehl reported that for February, there were 114 total response calls, of which 13 were for within the Borough bringing the total to 16 for the year.

Borough Reports

- **Mayor & Emerg. Mgmt.** – Mayor Lance Beard reported the following: *YCRPD report for January 2026 - there were 73.03 Service Hours, 23.44 Administrative Hours, with a running total of 38.12 hours. There were 18 Response Calls within the Borough. Mayor Beard also reported that this month, he had to move a dead cat on Valley Road and move snow at the residence on Main Street/Geiselman where the resident had complained of snow that was plowed onto her sidewalk; *There was a Fire Police request from Fawn Grove Borough for the following events – Kennard-Dale graduation, date to be determined, and the Olde Tyme Days Parade on June 27th. A motion was made by Trent Brown to approve the Fire Police requests from Fawn Grove Borough. The motion was seconded by Bill Rodgers. Motion carried unanimously.
- **Office Manager**
    - Annual Municipal Recycling Report – the report was submitted for grant considerations.
    - Grant – basketball and tennis courts at the park are in disrepair. The surfaces are cracked and cannot be resurfaced. The courts have to be excavated for a new surface to be installed. Sue learnt from the Saxton & Stump Municipal 101 training that an attorney there will be able to provide legal guidance on grant applications, which will be a good source for funds to revitalize the park's basketball and tennis courts.
    - York County Liberty tree – a reminder to the Building & Grounds committee that the Rotary Club of York County will be delivering a Planetree to the park on April 11th for planting in recognition of the United States' 250th Anniversary. A site has to be chosen and a hole for a 5-gallon sized tree base has to be dug.
    - Wildcat Girls Youth Lacrosse – the Wildcat Youth Lacrosse team, comprising of K-2 girls, asked permission to use the field North of the playground at the community park for practices twice a week from March 10th till May 10th. Jill Conner made a motion for the Wildcat Girls Youth Lacrosse team to use said area for their practices. The motion was seconded by Bill Rodgers. Motion carried unanimously.
    - Park facilities – A motion was made by Bill Rodgers to de-winterize all park facilities as soon as there is no longer risk of freeze. The

motion was seconded by Rick Somerville. Motion carried unanimously.

- Zoning hearings – two Zoning Hearings have been scheduled: 1)special exception hearing for a tattoo parlor at 12 Valley Road on March 25th at 6:00 p.m., and 2)special exception hearing for an in-home bakery at 19 Meadow Street at 6:00 p.m. Attorney Tilley stated that Council can take a position whether to allow or not said uses, and send a representative to these Zoning Hearings. Phyllis Bowers stated that she wanted to go on record as not supporting the use. Attorney Tilley however stated that there has to be a reason to deny the application, not just "don't like the use". Mike Hammers stated that the applicants have to comply with all the Uniform Construction Codes (UCC). A motion was made by Phyllis Bowers to send Mike Hammers to the Zoning Hearing meeting for the tattoo parlor on March 25th 2026. The motion was seconded by Bill Rodgers. Motion carried unanimously.
- Gaming machines – several gaming machines have been installed at the Rutter's on Main Street. Borough Code Officer had already completed an electrical inspection and reported that per Borough ordinance, the use of gaming machines is allowed. Citizen Sage Gionet questioned if there is a restriction for parking seeing that there now will be more parked cars. Mike Hammers stated that parking would not be a problem since the location has a big parking lot.
- Gas line replacement – Columbia Gas had completed installation of a new gas line from Main Street into Church Street, down Cherry Lane to the meter on South-side of the building. The building's generator and furnace can now be scheduled for servicing. A motion was made by Jill Conner to approve the servicing of Borough building's generator and furnace. The motion was seconded by Trent Brown. Motion carried unanimously.

- **Solicitor** – Attorney Tilley thanked all who attended the Municipal 101 training and reported: 1)Tom Caltagirone had contacted him to review the proposed ordinance change for his boarding house on Main Street. Attorney Tilley did not review since he was not instructed to do so; 2)York County Planning Commission had considered the reverse subdivision plan for 127 Hidden Hill Farm Lane and made their recommendations. Now the Borough Planning Commission will meet to consider the application and make a recommendation to Council at the next meeting to approve or disapprove the application; 3)a new "field use" contract is in place. Changes to the contract include a new fee of $300, $500 security deposit, $500-thousand insurance

coverage, liability for condition of property through picture submission before and after each use to be sent to the Borough, and document format changes to be more user-friendly.

- **Buildings and Grounds** – *Jacobus Lions Club asked for the park rental fee be waived for the Fourth of July Blast. Bill Rodgers made a motion to waive the park rental fee for the Lions Club Fourth of July Blast event. The motion was seconded by Trent Brown. Motion carried unanimously; *Mayor Beard suggested to lower the flag-pole ties for both poles at the park and the Borough building. This would ease the raising/lowering of flags, and not have to use a tractor as has been the case for years; *mailbox at the Borough building is in need of a new post. Weather permitting, the Mayor will replace the post with the help of other council members in the next few weeks.

Council Comments – none at this time.

New Business – none at this time.

Adjournment – A motion was made by Trent Brown to adjourn the meeting at 8:24. The motion was seconded by Phyllis Bowers. Motion carried unanimously.

Respectfully Submitted by
Sue Cheah
Office Manager/Treasurer