

Jacobus Borough Council Meeting September 2nd, 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 and was followed by the Pledge of Allegiance to the Flag.

Roll Call

Present were Sandy Sheffer, Trent Brown, Rick Somerville, Phyllis Bowers, Mike Hammers, Jill Conner, Mayor Lance Beard and Solicitor Kathy Silcox. Bill Rodgers was absent.

Minutes and Treasurer's Report

- Minutes of August Council Meeting – Phyllis Bowers made a motion to approve the August 5th, 2026 Council Meeting minutes as written. The motion was seconded by Rick Somerville. Motion carried unanimously.
- Treasurer's Report – Profit & Loss Statement for August with expenditure comparison to budget year-to-date, was provided along with bank statements from all accounts and reviewed by all. A motion was made by Mike Hammers to accept the August 2026 Treasurer's Report as presented. The motion was seconded by Jill Conner. Motion carried unanimously.

Persons on the Agenda/Public Participation

- Ryan Herbst – Site Design Concept (SDC)
 - 8 S Pleasant – Mr. Herbst reported that Ronald L. and Phyllis Snyder had submitted a subdivision plan to consolidate two adjacent lots. His comments on the plan had been submitted to the applicant's engineer, awaiting a final revision of the plan after comments from the County Planning Commission commented as well. Then the plan will move for approval from Borough's Planning Commission.
 - Meadow Street drainage – Mr. Herbst reported that Stewart & Tate had originally planned for starting installation of the pipe late September, as the deadline for completion is October 15th. Mr. Herbst believes that Stewart & Tate is behind schedule on other projects and

will be needing an extension from the Borough to complete the Meadow Street project.

- Farmington Drive – Mr. Herbst reported that Stewart & Tate has projected a completion for the Farmington Drive project by mid-September.
- Curb painting for additional restricted parking areas on Main Street, roughly 965-feet – Mr. Herbst reported that D.E. Gemmill had completed the work. Mayor Beard pointed out that there is one spot on the Southbound side was skipped. Mr. Herbst stated that he will check on that.
- Crack-sealing of Borough roads, roughly 3,000-feet – Mr. Herbst reported that Stewart & Tate will complete the crack sealing by mid-September.
- Street Opening permit – Mr. Herbst received a street opening permit application from York Water Company for a valve repair at the intersection of Farmington and Old Mill Drive. Awaiting for permit fee.
- 2 Woodland Drive drainage – a special order had been placed for the inlet tops to replace the damaged ones at this location. Awaiting for delivery.
- Circle Drive inlet bags cleaning – a phone quote to clean out the two inlet bags on Circle Drive four times this Fall, or as needed was obtained by Mr. Herbst. He reported that York Excavating quoted \$5,028.00, Mundis quoted \$2,400.00 and Clearview quoted \$2,100.00. A motion was made by Phyllis Bowers to award the job to clean out the two inlet bags on Circle Drive to Clearview. The motion was seconded by Jill Conner. Motion carried unanimously.
- Steve Overmiller – Goodwill Fire Co.

Mr. Overmiller did not have a report for the month of August but stated that their regular fundraisers are as scheduled with bingo on Saturday, auction the following Saturday and breakfast buffet the following day. There is a Lego bingo planned for November 11th from 1:00 till 4:00. Mr. Overmiller stated that the Fire Company is now billing for response calls and was told by a Lt. Zimmerman of York County Area Regional Police Department that the police department cannot release the crash report directly to the Fire Company, but can release the report instead to the Borough. Attorney Silcox stated that the Borough cannot be held liable for giving out confidential information directly to the Fire Company. If the Fire Company would like information for billing purposes, a formal form requesting only pertinent information will be required.

- Al Diehl – Jacobus Lions’ Ambulance Club
Mr. Diehl reported that the Ambulance Club responded to 63 calls in August, with four being within Jacobus. Chris Krouse, the EMT chief also announced that there will be a free CPR class at the Ambulance Building on November 7th from 8:00 a.m. till noon. Mr. Krouse emphasized the importance of CPR, that it is a life-saving skill.

Action to be Taken

- Award Winter Maintenance Contract for 2026/2027
Attorney Silcox stated that the first request for bids for Winter Maintenance for 2026/2027 was advertised on June 10 and 17th with a due date of June 29th. No bids were received, therefore a request for bids was readvertised on July 8 and 22nd for a due date of August 5th. No bids were received again. The bid process failed, therefore proceeded under the Public Contract Bid Nonreceipt Act. On August 26 and 27th, two proposals were submitted to the Borough for the winter maintenance work. Jeff Walker, CEO of York Excavating, presented to Council that he had submitted a proposal for winter maintenance for the Borough, with MS944 sheet, insurance information and hourly rates for the work. Mr. Walker asked, “if successful and awarded the work, is there a requirement for a performance bond?”. Attorney Silcox stated “yes”. Mr. Walker stated that he has “snow teams” with three to four “snow leaders”. This ensures that the same people does the same route each snow event. Phyllis Bowers asked where the company is located. Mr. Walker stated that he is in East York, and they currently do snow removal for Windsor Township, some school districts, and shopping centers. A motion was made by Phyllis Bowers to award the Winter Maintenance contract for 2026/2027 winter season to York Excavating. The motion was seconded by Trent Brown. Motion carried unanimously. Mr. Walker requested a meeting to go through the Borough streets and expectations with Mayor Beard.
- Approve Subdivision for Christ Church Jacobus at Water Street
Borough Engineer, Ryan Herbst, commented that Christ Church of Jacobus had fully addressed all comments from the Borough and York County Planning Commission. Borough Planning Commission had met and recommends approval from Borough Council for the Subdivision of said property on Water Street. A motion was made by Trent Brown to approve the subdivision plan as submitted by Christ Church of Jacobus for their property on Water Street. The motion was seconded by Rick Somerville. Motion carried unanimously.
- Revoke Resolution 2026-1 and approve Resolution 2026-2

The Fire Company stated that the Resolution 2026-1 “authorizing Goodwill Fire Company to apply for a statewide Local Share Assessment Grant on behalf of Jacobus Borough” was in error of amount and purpose. A motion was made Trent Brown to revoke the Resolution 2026-1 and approve the Resolution 2026-2, which was corrected for the amount \$450,000 to \$350,000 for the purpose of building renovations. The motion was seconded by Rick Somerville. Motion carried unanimously.

- **Approve YCSPCA 2027 Animal Care and Housing Agreement**
Attorney Silcox had reviewed the 2027 Animal Care and Housing Agreement. A motion was made by Rick Somerville to approve the YCSPCA 2027 Animal Care and Housing Agreement. The motion was seconded by Mike Hammers. Motion carried unanimously.

Borough Reports

- **Mayor & Emerg. Mgmt.** – Mayor Lance Beard presented: *YCARPD report for July 2026 - there were 71.84 police service hours, 35.71 administrative hours, with a running total of 41.78 hours; there were 23 response calls; *There were no Fire Police requests for the month; *Police Commission’s Report was also included in the handout to Council.
- **Office Manager**
 - State and Local Fiscal Recovery Funds – pertaining to funds received during Covid pandemic, annual expenditures were authorized and filed. A “closeout” was submitted for 2026 and Treasury issued an official “Final Closeout Award Notice”.
 - Borough Emergency Management Officer – Sue requested for a council member to assist in her role as the Emergency Management Officer. Some outstanding matters to address are – finalize plans for a few emergency shelters in the Borough, complete installation of the shortwave antenna at the Borough office, and set up an emergency center at the Borough office. Mike Hammers volunteered to assist.
 - Toilets at community park – during installation of the commode that was damaged at the park, the plumber suggested that all the commodes should be brought up to code, to be compliant with the American Disabilities Act (ADA). A motion was made by Trent Brown to change all the commodes at the park to be ADA compliant. The motion was seconded by Mike Hammers. Motion carried unanimously.
 - Soliciting doo-to-door – this year saw many more companies soliciting without a Transient Retail Merchant License agreement with the Borough. Many complaints were received from Borough

residents. Sue asked if it would be possible to implement a “no soliciting” policy. Mr. Overmiller asked if this would exclude the Fire Company from going door to door for their “pictures” fundraiser. Council President stated for Attorney Silcox to draft an ordinance for “No Soliciting” except for charitable organizations.

- E-bikes/e-scooters on Borough roads – Mike Hammers stated that there are numerous e-bikes and e-scooters on Borough roads without lights, brakes, riding dangerously on the wrong side of the road, etc. He is concerned about the safety of these kids but realize that it is an enforcement issue. Mayor Beard stated that this issue was discussed at the York Township’s Commissioner’s meeting as well, where they also claimed that there is simply no way to enforce the issue. Attorney Silcox stated that there are municipalities that are enacting ordinances with regulations to include the age of riders of these e-vehicles, light and safety requirements. Mr. Hammers stated that the York County rail-trail system has regulations for e-vehicles. Attorney Silcox will check on the status of proposed legislation addressing this issue.
- Jacobus Lions’ Club Trunk-or-Treat event – the Jacobus Lions’ Club requested permission to hold it’s annual trunk-or-treat event at the park on October 31st 2026 from 6:00 to 8:00 p.m. A motion was made by Phyllis Bowers to approve the Lions’ Club’s trunk-or-treat event on October 31st at the community park. The motion was seconded by Trent Brown. Motion carried unanimously.
- Winterizing park facilities –there will not be any more rentals at the park till Spring of 2027. A motion was made by Phyllis Bowers to approve the park facilities to be winterized. The motion was seconded by Jill Conner. Motion carried unanimously.
- Animal Control service contract – Klugh Animal Control had been the provider for the Borough’s animal control needs for the last several years. Recently, other neighboring municipalities had switched their provider for animal control to another company. Sue will reach out to the other company to compare service and rate.
- Code Officer’s report – Code Officer reported that on August 4th, he delivered a violation notice to the resident at 35 Farmington Drive for severe overgrowth of vegetation at the back of her property and some mild overgrowth in the front. The property owner was visibly upset and stated that she is being targeted by the neighbor across Farmington and will be hiring an attorney. Mr. Somerville has since been working on clearing said property as the homeowner is not able

to do so herself. He reported that the clearing is about 85% complete now with the help of another fellow neighbor and Mayor Beard. On August 17th, Borough Code Officer posted violation at 206 Ameda Drive and 232 Creekwood Drive for vegetation overgrowth which was resolved upon recheck ten days later. Other properties on the list which the Code Officer had posted or currently in progress include – 224 Creekwood, 48 York Road, 24 N. Main, 8 N. Main, 2 N. Main, 95 East Branch, 14 Old Mill, 209 Ameda and 57 N. Main Street.

- September park reservations – there were two rental days for this month. Volunteer sign-up sheet was circulated for volunteers to open/close the park facilities.

- **Solicitor**

- Rental property inspections – Phyllis Bowers had inquired about implementing annual property inspections of apartments and rental units in the Borough. Attorney Silcox stated that currently it is a constitutional violation to do so. As of June, there was an appeal to the Supreme Court against such inspections. Attorney Silcox recommended a hold on discussion of this till result at the Supreme Court level is clear.
- Fire Company consortium - Attorney Silcox addressed the benefits of the Jacobus Fire Company to join with other small fire companies from the surrounding area, such as Loganville and Seven Valleys. She stated that volunteer firefighters are harder and harder to come by, in addition to rising costs. Phyllis Bowers asked if there was a merger at Dallastown Fire Company. Mr. Overmiller answered that there is SAFER, the Southern Area Fire and Emergency Rescue, which comprises the Dallastown, Yoe, Spry, and Yorkana fire companies. Craig Lipinski wanted to know who is asking for this information. Council President Sheffer stated that Attorney Silcox was asked to provide information on fire company consortiums because the Jacobus Fire Company currently receive \$23,000 in donation from the Borough for 2026 yet is claiming that the fire company crew is “burnt-out” from having to hold frequent fundraisers. Mr. Overmiller stated that things are not going well with the merger at SAFER and Mr. Lipinski stated that York Township had to pay \$2M to Spry for the merger. Mike Hammers asked where the \$2M went to, to which Mr. Lipinski answered that \$1.1M paid for a ladder truck, and \$600,000 was for building renovations. Mr. Lipinski stated that the fire company does not currently have any debt, and do not know the financial status of

Loganville or Seven Valleys Fire Companies. Attorney Silcox stated that firefighting is expensive with all the equipment costs and training. Can the Borough continue to support them in this endeavor or would the fire company need to join forces with others. To combine fire companies, all parties will have to be agreeable. Phyllis Bowers asked the fire company “how much more money do you need to operate?”. Mr. Overmiller replied, “A lot”. Ms. Bowers requested for the fire company to provide council with a 5-year plan of forecasted spending based on historical expenditure. Chris Krouse, EMT chief of the Ambulance Club, stated that the Ambulance bill for services as well, but typically not the entire cost of the run will be collected. The ambulance is supplemented in income with a portion of the Emergency Service Tax collected in Springfield Township. Attorney Silcox pointed out that the fire company is on “borrowed time”, that eventually there will not be enough people volunteering to be firefighters.

- Park Rules and Regulations – Attorney Silcox revised the current “Rule and Regulations” that is posted at the park to include prohibiting e-bike/e-scooters.
- **Streets** – no comments
- **Buildings and Grounds**
 - Mayor Beard stated that Borough engineer will have to assess the areas by the courts at the park where water collects such that when the courts are redone, the grounds will be regraded accordingly. A motion was made by Phyllis Bowers to authorize Mr. Herbst to examine the area around the courts at the park for proper grading. The motion was seconded by Jill Conner. Motion carried unanimously.
 - Mike Hammers will work together with Mayor Beard to improve the accessibility for bikes at the park.

Council Comments

- Phyllis Bowers inquired if it is “fair” to neighbors to park a licensed boat and truck and three other vehicles for weeks at a time, such that there is not sufficient parking space when “you have work done at your home”. Ms. Bowers stated that even the mailman is “annoyed” because the mailbox is not accessible. Mayor Beard stated that as long as the boat is inspected, attached to the truck and all vehicles are current with inspection, it is not an issue to park on the street. “Nothing we can do”.

- Council President Sheffer addressed council, stating that all points to be discussed should be brought forth to council meeting, not directly to the solicitor.

New Business – none

Adjournment

A motion was made by Phyllis Bowers to adjourn the meeting at 8:54 p.m. Rick Somerville seconded the motion. Motion carried unanimously.

Respectfully Submitted,
Sue Cheah
Office Manager/Treasurer

Others present:

Jeff Walker

Tom Caltagirone

Alan Diehl

Dayne Riddle

Sharon Riddle

Rodney Ferger