

Jacobus Borough Council Meeting
Meeting Date: April 3, 2019

Call to Order

Council President Roger Coleman called the meeting to order at 7:00 p.m.

Opening Invocation and Pledge of Allegiance

Invocation was offered by Council President Roger Coleman and was followed with the Pledge of Allegiance led by Council Member Brian Dell.

Roll Call

Cynthia Ferree called roll. Present were Council President (CP) Roger Coleman, Council Vice President (CVP) Lance Beard and Council Members (CMs): Kathie Cavanagh, Brian Dell, Jeff Hammers and Sandy Sheffer; and Mayor (MYR) Greg Gruendler and Sarah Doyle, Esquire. CM Donald Wright was absent.

Minutes and Treasurer's Report

1. Minutes of March Council Meeting – **CM Brian Dell made a motion to approve the March 6, 2019 Council Minutes as presented. The motion was seconded by CM Kathie Cavanagh. Motion carried unanimously.**
2. Treasurer's Report – **A motion was made by CM Brian Dell to approve the February 2019 Treasurer's Report for audit as presented. CM Kathie Cavanagh seconded the motion. Motion carried unanimously.**

Persons on the Agenda/Public Participation

- A. No "Persons on the Agenda/Public Participation" in attendance

Action to be Taken

- A. Lions Ambulance Club Roster/Lists - **CM Lance Beard made a motion to approve the 2019 Roster and Non-Emergency Events List for Jacobus Lions Ambulance Club as presented. The motion was seconded by CM Brian Dell. Motion carried unanimously.**

Borough Reports

- A. **Mayor & Emerg. Mgmt.** – Greg Gruendler presented: *YARPD report/February 2019- 99.24 Service Hrs./22.08 Admin. Hours/162.50 Running Hours//14 Response Calls as listed on "Activity Report//Alarm Responses- 1 N. Main St. on 2/16/19; *District Court Report/February 2019- \$90.19 Vehicle Code Violations/\$0.00 Local Ordinance Violations; *Fire Police Requests- **A motion was made by CM Brian Dell to approve three (3) requests for assistance of Jacobus Fire Police presented as follows: 1. YMCA Sprint Triathlon/June 23, 2. Fawn Grove Borough- Kennard Dale HS Graduation/Date TBA & Olde Tyme Days/June 29, and 3. Shrewsbury Borough- Circus Tuesday/June 11, Irish Festival/June 15, Firemen's Carnival/June 24 & 25, and Fall Fest Saturday/October 5. CM Jeff Hammers seconded the motion. Motion carried unanimously;** *Meetings/Training- None reported; *Correspondence- Greg received an offer from Elan City for a Twin Pack of Radar Speed Signs at a cost of \$5,500.00. The offer will be reviewed by the Streets Committee; *March 14 Police Commission Meeting- CM Brian Dell reported: 1. As required by contract, the Borough will need to send a letter in the last quarter of 2019 notifying YARPD of its intention to terminate the agreement at the end of the original agreement, or December 31, 2020, 2. Act 79 and PFA orders- The recently enacted law requires defendants to turn in their firearms within 24 hrs. of a final PFA or the service of a temporary PFA to a law enforcement agency. In the past firearms could be relinquished to a third party. YARPD will be continuing to discuss issues related to the storage, record keeping of the firearms, etc. Mike Hammers inquired of firearm possession as it relates to mental health. Solicitor Sarah Doyle stated under the Mental Health Act, individuals diagnosed with a mental health issue are prohibited from possessing a firearm, 3. York Co. Motor Fund- The Commissioners approved YARPD's participation in the York Co. Motor Fund's motorcycle replacement program. The department's two (2) Harley Davidson motorcycles will be replaced in 2020 with the understanding the department will be required to participate in certain events throughout the year, 4. CODY Software- The office was closed for training on March 25, 2019. The officers will receive training in April, and 5. The department received a Safety Dividend in the amount of \$53,485.75 from EMC Insurance. The dividend is related to the department's Pension Program. The Commissioners approved the funds to be used to purchase a Detective Ford Explorer civilian model, upfitting the new vehicle and Car #15, and the fabrication & installation of equipment boards in #ESU7. The approval included using additional funds from the York Co. DUI Assoc. maintenance fund and the sale of the York Co. DUI van for a zero net, and obtaining two (2) additional quotes for the fabrication and installation of the equipment boards in #ESU7.
- B. **Office Manager** – Cynthia Ferree presented: *Act 101 Section 904 Recycling Grant f/Year 2017 received in the amount of \$1,636.00; *Filing of the Audit & Financial Report for Year 2018 with the PA DCED was completed by April 1 as legally required; *Right-To-Know Requests- Three (3) requests have been received in the past week- from "ConstructConnect", Dawn Scheller, and Smart Procure. Responses have been sent for the first two. The third response is due by April 12; *W-4 Reminder- 2018 W-4 information is currently being used for 2019 payroll withholdings for those who did not turn in the 2019 W-4; *Statements of Financial Interest Reminder- Due to be filed with the Municipal Office no later than May 1.
- C. **Engineer** - OM Cynthia Ferree reported: 13 Church St. Stormwater Erosion- Received information from Grant regarding a funding opportunity for farmers and private landowners through the YCCD (York Co. Conservation District) called "Habitat Improvement". The grant is funded by Exelon as part of its water quality certification requirement for the continued operation and maintenance of its Muddy Run Pumped Storage Project. The grant is to fund various projects through 2030 which will help PA achieve commitments to protect the Chesapeake Bay.
- D. **Solicitor** - Solicitor Sarah Doyle introduced Victoria Woods who joined Stock and Leader as an Associate in the Fall of 2018. Victoria is a member of the firm's Real Estate and Municipal Groups.
- E. **BCO/Zoning Officer** – Mike Hammers presented: *No permits issued in March. Two-to-date issued in April- Generator Installation and on-grade patio; *Recertification Expenses- Upon Mike's request, **CM Lance Beard made a motion to approve reimbursement of expenses related to Mike Hammers' attendance of classes for his BCO recertification as follows: \$275.15 for mileage and**

\$22.40 for PA Turnpike tolls. The motion was seconded by CM Jeff Hammers. Motion carried unanimously.

F. JBSA – Roger Coleman presented: *Roger met with Randy Criswell of Grey Beards of Jacobus several times in the past year or so, in regard to a manhole that overflows between Jacobus Medical Center and Grey Beards. The last meeting determined the overflow contained sewage and Mr. Criswell hired Dale Miller to pump out the hole to determine what is connected to it. The manhole leads to an old On-Lot Septic tank with connections to two (2) bathrooms in Grey Beards. Roger stated Mr. Criswell will be attending the Sewer meeting next week at which time the Sewer Authority will discuss how it will address and pay for the repairs. Both CM's Jeff Hammers and Brian Dell stated this is not the Authority's problem. The manhole/on-lot septic tank is on private property and is the responsibility of the property owner, and the property owner is in violation of the Borough's "Sewers and Sewage Disposal: ordinance and PA DEP Act 537. Roger stated Brian should come to the Sewer Authority meeting if he wants to discuss the matter.

F. Finance & Budget - *No Report

G. Streets – CM Brian Dell presented: *Grant will be scheduling an on-site meeting with John Hendrix of Easy-Dig Excavating, Inc. in regard to the mill notch project on N. Pleasant Ave. and the rolled curb sealing on Park Street; *All of the required documents and bonds are in place for the 2019 Streets project. Long's Asphalt is ready to go as soon as the weather settles; *Potholes- Majority of the worst ones are in streets included in the 2019 Streets project, so pothole repair will be reviewed further upon completion of this project; *Easy-Dig will install a macadam swale instead of replacing the roll-up curb at the Bahn property located at the end of Pine Street at Woodland Drive; *A sand tube was installed in the berm on the north side of W. Meadow Street at the west end as a temporary fix. Brian spoke with the property owner of 30 Park Street who gave permission for the Borough to cut back the brush and clear the leaves on the northwest side of Park St. where drainage stones were installed. Brian will seek a proposal from Easy-Dig Excavating, Inc. to address the problem and present it to Council for review and approval.

H. Refuse & Recycling - *MYR Greg Gruendler presented: *York Township's annual shredding event is on May 18th. The cost is 3 canned goods for 1 box of paper

I. Buildings and Grounds – *OM Cynthia Ferree reported that after obtaining several quotes for the grills approved for purchase at the March 6 Council meeting, she was able to negotiate a lesser price by going directly to the manufacturer. The final cost of the grills including freight is \$578.55 each, or a total of \$1,157.10. CM Brian Dell will contact Dale Wise to discuss and schedule the pouring of the cement pads on which the grills will be installed; *The community park has been de-winterized and the portable toilet has been installed for the 2019 park season; *The furnace was serviced at the Municipal Building and the new toilet seat has been installed; *April Park Reservation signs and sign-up sheet are in the folder on the meeting room table for the Buildings and Grounds Committee.

J. JLS Recreation Association - *CM Brian Dell stated he spoke to Tommy Wolfe of Springfield Twp. regarding JLS' concerns related to the maintenance of the township's fields and facilities that was shared with Borough Council at the March 6 meeting. Mr. Wolfe stated the township continually performs maintenance on its facilities, but some work can't be performed until the weather is better.

K. Other Reports - *The Borough received notice of FEMA approval for the Hazard Mitigation Plan adopted by the Borough; which is the County plan.

Unfinished Business

A. Zoning Hearing Board Vacancy- CP Roger Coleman inquired if CM Lance Beard could serve as the alternate to the Zoning Hearing Board. Solicitor Doyle stated an individual cannot serve on Borough Council and on the Zoning Hearing Board simultaneously. CM Brian Dell stated that he will secure a volunteer to serve on the Board for the May meeting.

New Business

A. No "New Business" to report.

Correspondence

- A. Stock and Leader Municipal 201 Dinner Program- RSVP due April 10; Event will be at the Outdoor Country Club, 5 p.m. to 7 p.m.
- B. Susquehanna Valley EMS Symposium- "Crisis in EMS" - April 10 @ Four Seasons Golf Club, Landisville, PA
- C. PA One Call Users Guide
- D. Central Penn Business Journals
- E. Misc. Monthly, Quarterly, Annual Newsletters & Reports

Bills

CM Brian Dell made a motion to approve March 2019 General Fund of \$63,347.12 and disbursement of 2019 April expenses-to-date from the General Fund of \$3,160.56 and from the PLGIT Recreation Fees fund of \$1,341.10, as presented in the Treasurer's report. The motion was seconded by CM Jeff Hammers. Motion carried unanimously.

Other Business

A. MYR Greg Gruendler will be working at the annual Environthon beginning April 23 through May 7.

Adjournment

A motion was made by CM Brian Dell to adjourn the meeting at 8:14 p.m. CM Sandy Sheffer seconded the motion. Motion carried unanimously.

Jacobus Borough Council will meet next on Wednesday, May 1, 2019 at 7:00 p.m.

Respectfully Submitted,

Cynthia M. Ferree
Office Manager/Treasurer
Jacobus Borough Council

* - Denotes change of subject