

Jacobus Borough Council Meeting
Meeting Date: October 5th, 2022

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, Lance Beard, Greg Gruendler, Donald Wright, Phyllis Bowers, Jill Conner, Dawn McElhinney, and Sarah Doyle, Esquire. Jeff Hammers was absent.

Minutes and Treasurer's Report

- Minutes of September Council Meeting – Donald Wright made a motion to accept the September 7th, 2022 Council Meeting minutes as written. The motion was seconded by Jill Conner. 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. A motion was made by Donald Wright to accept the September 2022 Profit & Loss Statement as presented. The motion was seconded by Dawn McElhinney. Motion carried unanimously.

Persons on the Agenda/Public Participation

- Tom Caltigerone, GTC Properties
Mr. Caltagirone was present to petition the removal of yellow curb paint in front of his property at 209 N. Main Street. Mr. Caltagirone argues that per Borough Ordinance Section 235-23, "no parking" states 63-feet from Church Street, whereas his property is 100-feet away from Church Street. Attorney Doyle informs the said property owner that research will be done by Borough Engineer to ensure that his measurements were accurate, and if correct, to identify the reason for the extension of curb painted. Attorney Doyle also informed property owner that Borough Council may choose to conduct their own study for the safety of its residents.

- Grant Anderson, Site Design Concepts (SDC)
 - *N. Cherry Lane resurfacing project. Mr. Anderson reported that Stewart and Tate had completed the profile milling and overlay work at the parking areas by the Borough's Office Building. The surface was milled and base course laid on September 29th. The following day, the wearing course and sealing/stabilization was completed. After the work was done, there were a few days of rain which revealed the low spots where water accumulated. Stewart and Tate recognized the problem and agreed to correct the issue in the near future and invoice for the work next month after corrections have been made.
 - *Erosion mitigation. Mr. Anderson reported that SDC had authorized Kinsley Construction to proceed with swale construction and stabilization as soon as possible at the area of Pine Street and Woodland Drive where water had eroded the road's edge to a significant extent. The authorization was given to Kinsley as their quote came in at a number below what was approved by Council. Kinsley scheduled the work for the week of October 24th, or sooner.
 - *2022 Crack Sealing. Mr. Anderson reported that SDC issued a "Request for Quotation" to seal road cracks as identified by the Borough's Streets Committee, not including inlets within the Borough. Three quotes were received, they were from Kinsley Construction for \$3,518.10, Stewart and Tate for \$3,407.50 and Easy-Dig Excavating for \$14,520.50. Mr. Anderson recommended awarding the project to the lowest bidder, Stewart and Tate. A motion was made by Donald Wright to authorize Stewart and Tate to seal the cracks on roads as identified in the bid spec. The motion was seconded by Jill Conner. Motion carried unanimously.
 - *N. Pleasant Avenue. Mr. Anderson reported that he had obtained a quote from Easy-Dig Excavating for \$3,188.63 to mill and scratch the pavement to create positive drainage on N. Pleasant Avenue, Donald Wright advised Mr. Anderson to obtain two additional phone quotes for this quote. Mr. Wright then made a motion to allow SDC to authorize the lowest bidder to perform the work. The motion was seconded by Dawn McElhiney. Motion carried unanimously.
 - *5 Woodland Drive. Mr. Anderson reported that water had been seeping out onto the road in this area for many months now and the problem was finally identified by York Water Company as a pin-hole leak in the service line underground.

*Storm Sewer Maintenance is still pending as reported by Mr. Anderson. He will be coordinating with Easy-Dig Excavating to complete the project.

*MS4 Waiver Application. Mr. Anderson reported that the MS4 waiver for the Borough has been approved by PA DEP.

*10 Farmington Drive. Mr. Anderson reported that he was forwarded a complaint from the resident at the corner of Hillside and Farmington whose grass shoulder has been eroding. Upon inspection, it appears that an old Columbia Gas patch eroded due to poor installation. Mr. Anderson had contacted Columbia Gas to notify them that a restoration follow-up is needed.

- Steve Overmiller, Goodwill Fire Co. #1

Mr. Overmiller reported that the Fire Company will be having a movie night showing Hotel Transylvania on October 29th with doors opening at 6:30 p.m. This event will be free of charge. And there will be trick-or-treat at the firehouse on October 31st. Mr. Overmiller also reported that two years ago, the Borough donated funds for the purchase of life-saving tools, which has been used twice now successfully.

- Mike Rompilla, resident

Mr. Rompilla, of 104 E Greenbriar, was present to inquire of an ordinance for burn ban in the Borough. Mr. Rompilla reports that a new neighbor of his has been burning close to his property line, often raining ashes onto his property, causing large amounts of smoke and posing a safety hazard. He and other neighbors would like to know their options for protecting themselves. Attorney Doyle advised the resident to present an ordinance to council for adoption and council will review/consider.

- Adam Anderson, Zarina Properties

Mr. Anderson reported that the Final Subdivision and Land Development Plans for 0 Church Street project had been submitted, and the Borough Planning Commission had reviewed. This is in reference to the lot consolidation of three parcels into one 4.12 acre property for the development of 20 townhomes, with stormwater areas, public water/sewer extensions, and a walking path, all points being considered from the conditional use hearing. Mr. Anderson, on behalf of Zarina Properties, was seeking approval of three waivers from the Borough's Subdivision and Land Development Ordinance. They are Ordinance – Section 215-18 – waiver requesting to allow for the submission of a Final Plan without submission of a Preliminary Plan to the simplicity of the project.

Section 215-60.B(8) – waiver requesting to not show all features within 200 feet of the said property on the plan due to the density of the surrounding community. The Plan has been prepared to show the pertinent information adjacent to the subject property.

Section 215-61.A – waiver requesting to allow the plan to be drawn on a sheet of 30X42 inches in order to show the entirety of the project site on one plan sheet.

These waivers were recommended for approval by Borough’s Engineer, John Klinedinst and Borough Zoning Officer, Keith Hunnings. A motion was made by Donald Wright to approve the Subdivision Plan waivers as proposed. The motion was seconded by Lance Beard. Motion carried unanimously. Mr. Anderson then discussed the Preliminary/Final Land Development Plan waivers.

A waiver was requested for installation of curbing along all public streets. The applicant proposes installing curbing along the private access drive to the beginning of the driveway returns to Church Street, but not extend into the Penn-DOT right-of-way. Borough Engineer, John Klinedinst, had no objections to the curbing waiver as proposed with a condition that a “6 month” note be provided on the Plan.

A waiver was also requested for the installation of sidewalks along all public streets that the project site has frontage. The applicant proposes to have sidewalks internally with the exception of along the east side of the drive, adjacent to the Cleaver property, due to existing grades. A motion was made by Donald Wright to approve the curbing and sidewalk waivers as proposed. The motion was seconded by Jill Conner. Motion carried unanimously.

A waiver was also requested to reduce the number of required visitor parking spaces from ten to six spaces, with each dwelling unit providing the necessary number of parking spaces of two-per-unit along with one additional parking space within the garage. John Klinedinst recommended accepting all the waivers proposed in the Final Land Development Plan, as did the Borough Planning Commission when they met on September 19th 2022. A motion was made by Donald Wright to approve all the waivers as presented by Zarina Properties. The motion was seconded by Dawn McElhiney. Motion carried unanimously. John Klinedinst discussed that there are still outstanding conditions to the Development Plan, such as –

-The designation of one additional space for recreational vehicles and boats of residents within the visitor parking spaces at the end of the proposed private access drive.

-All applicable Homeowner's Association documents to be submitted to the Borough Solicitor for review prior to final plan approval and recording.

-Naming of the private access drive and assigning street numbers to the separate units for US Postal Service and York County 911 Call Center.

-Provide an Opinion of Probable Construction Cost for review along with Financial Security prior to final plan approval.

-The owner's notarized signatures will be provided on the plan prior to the final plan approval and recording.

Attorney Doyle wanted to confirm that accurate boundaries have been identified/provided on the subject parcel and was informed that GPS coordinates based on the Pennsylvania South Plane Coordinate System have been added to the northwestern property corner and a note has been added to the plan. This corner will be set as a steel pin.

A motion was made by Lance Beard to approve the Land Development Plan subject to the listed conditions being met. The motion was seconded by Jill Conner. Motion carried unanimously.

- **Mayor & Emerg. Mgmt.** – Mayor Greg Gruendler presented: *YCRPD report for August 2022 – 44.91 police service hours, 25.01 administrative hours, with a running total of -166.83 hours; 22 response calls, 11 of which were responses on Main St; *Trick or Treat will be on October 31st from 6 to 8 p.m, with Fire Police coverage; *Mayor had discussed with YCRPD regarding speed enforcement on Pine Street. Speed monitoring will occur within the month.
- **Office Manager**
 - October park reservations – there are two rental days for this month. Sign-up sheet was circulated for a volunteer to open/close the park facilities.
 - Winterize park facilities – Donald Wright made a motion to have the park facilities winterized after the last rental of the month. Motion was seconded by Lance Beard. Motion carried unanimously.
 - Playground dedication – a dedication ceremony has been planned to dedicate the playground at the community park to Lance and Kim Beard. Donald Wright made a motion to approve the playground dedication for Lance and Kim Beard. The motion was seconded by Jill Conner. Motion was approved by all of Council except Lance Beard who abstained.

- Local Highway Finance Report – the Local Highway Finance Report was submitted for PennDOT’s data collection on road usage, maintenance and repairs.
- Foreign Fire Insurance Premium – the Foreign Fire Insurance Premium tax fund was received from the Auditor General in the amounts of \$10,814.56. This amount was given in the entirety to the Goodwill Fire Company Relief Fund.
- Donation from Ron and Kitty Miller – Ron and Kitty Miller donated to the Borough an oak framed wall art that Mrs. Miller had made to commemorate the Sesquicentennial celebration of Jacobus.
- Electric generation supplier –The current contract for third party electric generation supplier with Champion Energy will expire at the end of the month. Council had previously discussed and determined that when said contract ends, the Borough will not contract with another third party supplier.
- Door security system – two quote were obtained for the installation of a door magnetic security system and intercom for the Municipal Building. The quotes were from Kleppers Security Source for \$2,875.80 and from Markle Security Services for \$2,990. A motion was made by Donald Wright to approve the installation of door security for the Municipal Building by Kleppers. The motion was seconded by Jill Conner. Motion carried unanimously.
- Porta potty for trunk & treat – Halloween’s trunk & treat event at the Community Park has usually been serviced for restroom facilities by the adjacent Ambulance Club. This year, the Mayor suggested renting a porta-potty for the event. A motion was made by Donald Wright to approve the rental of a porta-potty for the trunk & treat event. The motion was seconded by Jill Conner. Motion carried unanimously.
- Ham radio technician – Sue attended a weekend training and passed the test to now be a certified Ham radio operator. This is to ensure communication be available during an emergency between the Mayor and Sue. The Borough already has the hand-sets available for use.
- Text messaging alert system – for emergency purposes, a text alert system has been the mode of communication for many municipalities. With some research, the company Savvy Citizen was identified as a good choice for the Borough. The company charges a yearly rate of \$759 to support the system, but it will be free to residents that sign up for the alert messaging. A motion was made by Donald Wright to implement this messaging system provided that an administrator be designated as the only person who can send out urgent notifications.

The motion was seconded by Jill Conner. Motion carried unanimously.

- **Finance and Budget**

Budget Committee meetings have been scheduled for October 11th and 25th at 7:00 p.m.

- **Streets**

No reports

- **Buildings and Grounds**

- Lance Beard reported that new plastic downspouts had been installed at the large pavilion at the community park and the eroded areas surrounding the pavilion will be reseeded with grass.
- Lance Beard reported that the springy toys that used to be at the community park playground have been repainted and the jet plane has been installed at the playground behind the municipal building. The chipmunk is getting powder coated. Two holes were dug and concrete poured for the base of these toys by community volunteers.
- Lance Beard reported that the lines for the tennis courts have been repainted. Lines for pickle ball were painted as well.
- Lance Beard reported that insurance estimates were received for the roof repair of both dug-outs at the baseball field. A quote is being obtained from Dallastown Roofing for the repair.
- Lance Beard reported that the ballfield tractor has now been repaired. It needed a new ignition switch.

Adjournment

A motion was made by Donald Wright to adjourn the meeting at 8:25 p.m. Dawn McElhiney seconded the motion. Motion carried unanimously.

Respectfully Submitted,

Sue Cheah

Office Manager/Treasurer