

Jacobus Borough Council Meeting Minutes
September 7, 2011

Jacobus Borough Council met on the above date at the Borough Municipal Building. Council President Brian Dell called the meeting to order @ 7:00 p.m., and followed with a Prayer and the Pledge of Allegiance. Secretary Cindy Ferree called roll. In attendance were: Council President Brian Dell, Mayor Greg Gruendler, Council Vice President Bill Eshenour, Council Members, Sandy Sheffer, and Roger Coleman. Council members Jeff Hammers, Judy Gregory, Lance Beard and Solicitor Dave Jones were absent.

Approval of Council Minutes

Jacobus Borough Council reviewed the minutes from the Council Meeting of August 3, 2011. *Councilman Roger Coleman made a motion to approve the minutes of the August 3, 2011 Council Meeting as presented. The motion was seconded by Vice President Bill Eshenour. Motion carried.*

Approval of Treasurer's Report

Secretary Ferree presented the Treasurer's Report for August 2011. *A motion was made by Councilwoman Sandy Sheffer to approve the August 2011 Treasurer's Report as presented. Council Vice President Bill Eshenour seconded the motion. Motion carried. The Treasurer's report will be filed for audit.*

Persons on Agenda/Public Participation

- A. Dean Cornbower, Keystone Insurers Group – Presented information and discussed with Council, insurance coverage & quotes received from Selective Insurance Co. and also, the PSAB program available through EMC Insurance Co.
- B. Jack and Diane Allen – Presented questionable information found on Wikipedia for Jacobus Borough
- C. Ann Haberstroh – Presented matters of concern on E. Greenbriar Drive as follows: Need of 'No Outlet' signs, speeding, allowance of camper parked in resident's driveway year-round, long grass at a few properties. Borough Council discussed & addressed her concerns as needed and informed Ms. Haberstroh a 'No Outlet' sign was posted the weekend before. Further discussion was held regarding speeding on Pine Street & running the Stop Sign at Pine Street & Woodland Drive.

Action Taken

- A. 2011-2012 Winter Maintenance – *A motion was made by Council Vice President William Eshenour to authorize James R. Holley and Associates, Inc. to advertise the 2011-2012 Winter Maintenance contract for bids. Councilwoman Sandy Sheffer seconded the motion. Motion carried.*
- B. Transient Retail License Ordinance – Borough Council reviewed the Borough's Transient Retail License ordinance for revisions. The ordinance & fee revisions will be sent to Solicitor Jones for drafting an amended ordinance & fee resolution.
- C. Stormwater Ordinance – *Councilman Roger Coleman made a motion to authorize Stock and Leader and James R. Holley & Associates, Inc. to meet for continued review and modification of the model Stormwater Ordinance to meet the needs of Jacobus Borough. The motion was seconded by Council Vice President Bill Eshenour. Motion carried.*

Borough Reports

- A. **Mayor** – Mayor Gruendler reported/presented: *Police Report- 79.50 Police Service Hrs & 39.93 Admin. Hrs. in July, District Court report f/ July/\$465.98 received for Local Ordinance & Vehicle Code Violations; *No Fire Police requests; *Updated Council on the status of the digital siren
- B. **Secretary** – Cindy reported/presented: **A motion was made by Council Vice President Bill Eshenour to approve Park Reservations as follows: Pavilion & Bathroom: Lucretia Brose-9/18. Councilman Roger Coleman seconded the motion. Motion carried; *Responses to questions regarding the Borough's insurance options & quotes for it's property, liability & workers comp options will be sought; *Presented & discussed an invoice received from Springfield Twp. for reimbursement of Solicitor fees related to the revisions to the JLS Intermunicipal Agreement & ByLaws. Councilman Roger Coleman made a motion to approve composing & sending a letter to Springfield Township, along with a detailed invoice, requesting reimbursement of Jacobus' Solicitor fees for its cost related to the revisions of the JLS Intermunicipal Agreement & ByLaws. The motion was seconded by Council Vice President Bill Eshenour. Motion carried; *SPCA contract & related census count discussed. Cindy will obtain a new contract with the accurate cost p/population; *Animal Control contract also received- no changes; *Assessment Hearing & result updates; *YATB- EITreceipts f/August; Reminder-Economic Development Regional Mtgs.; *YCPC action on local municipal projects; *ECRIN correspondence*
- C. **BCO** – *Discussed a trailer parked on Woodland Drive.
- D. **EMC Report** – *TV for emergency purposes - installed by Dale Wise
- E. **JBSA Report** – *No Report
- F. **Solicitor** – No Report
- G. **Finance & Budget Committee** – *Cindy presented rates for the GF CD which matured on 8/30/11. *A motion was made by Councilwoman Sandy Sheffer to renew the Certificate for a rate of 0.80% apy for a 12 mos. term at York Traditions Bank. Councilman Roger Coleman seconded the motion. Motion carried. *Sandy Sheffer reported "everything looks good" on her random review of statements & reconciliations for the Borough's bank accounts. Sandy reviewed statements from January 1, 2011 through June 30, 2011; *Budget Hearing meeting was set for October 19, 2011 @ 7:00 p.m., Budget Development meeting was set for October 26, 2011 @ 7:00 p.m. The meetings will be advertised as required.*

- H. **Streets** – *‘No Outlet’ sign placed at E. Greenbriar Drive; *A PA One Call notification will be sent to relocate the street name sign post at Maple Street. A ‘No Outlet’ sign will be added to the post; *An order will be placed for street name signs needing replaced; *After discussion, *Councilman Roger Coleman made a motion to authorize a stormwater deviation hump be placed at 31 & 35 Woodland Drive. L.T. Godfrey will be contracted for the job at a cost of \$600.00 p/driveway, up to 5 driveways. The motion was seconded by Council Vice President Bill Eshenour. Motion carried.*
- I. **Refuse/Recycling Committee** – Council will review the Borough’s Refuse & Recycling Ordinance for revisions at the November Council meeting.
- J. **Buildings and Grounds** – *The Municipal Bldg Door has been installed by Dale Wise.
- K. **Community Events** – *Jacobus Lions Club has plans to host the 2012 July 4th “BLAST” event, including fireworks; *Christmas Tree Lighting ceremony set for December 10, 2011 @ 6:30 p.m., Sandy Sheffer will chair the committee, Roger will check with the ‘White Rose Chorus’ for participation
- L. **JLS Recreation Association** – No Report
- M. **Other** – No ‘Other’ Reports

Unfinished Business

- A. Park Security Committee – Roger Coleman presented five proposals for park security/surveillance equipment at Jacobus Community Park. Roger will invite “Crime Intervention Alarm” to the October Council meeting.

New Business

- A. No ‘New Business’ to discuss.

Correspondence

The following have been received and are on file for a limited time in the Borough Office:

- A. Misc. Monthly, Quarterly & Annual Reports & Newsletters

Bills

- A. *Councilwoman Sandy Sheffer made a motion to approve General Fund expenses in the amount of \$22,818.31 for August 2011 and to authorize disbursement of September-to-Date expenses in the amount of \$7,049.10 as presented in the Treasurer’s report. The motion was seconded by Council Vice President Bill Eshenour. Motion carried.*

Other Business

No ‘Other Business’ to report.

Council President Brian Dell called a recess of the Jacobus Borough Council meeting at 10:40 p.m. The meeting is scheduled to reconvene on Wednesday, September 14, 2011 at 7:00 p.m.

The Council meeting of September 7, 2011 reconvened at 7:00 p.m. on Wednesday, September 14, 2011. Present were: Council President Brian Dell, Mayor Gruendler, Council Vice President Bill Eshenour, Council members Jeff Hammers, Sandy Sheffer, Judy Gregory, Lance Beard and Roger Coleman, and Solicitor Dave Jones. Also present for public participation: B. J. Giangliulo of H. A. Thomson Co.

Unfinished Business

- A. Insurance Review – Borough Council and Mr. Giangliulo discussed in length the current costs, quotes & coverage for Jacobus’ property, liability & workers compensation policies. Further discussion was held by Council upon B. J.’s departure. *A motion was made by Councilwoman Judy Gregory to purchase the PIRMA/PIRMA insurance option, less \$800.00 each for liability & property insurance and no change in coverage, as quoted by B. J. Giangliulo, broker representative. The final costs will be: Liability insurance-\$4,368.75; Property insurance-\$1,854.00. Councilman Jeff Hammers seconded the motion. Motion carried.* Workers Compensation insurance will be reviewed further for final approval at the December Council meeting.
- B. Buildings & Grounds – *Awning quotes – No quotes obtained- Lance will obtain quotes for the October Council meeting.
- C. Eagle Scout project – Christian Hansen will be picking up material from the Municipal Bldg. for his Eagle Scout project in the Nature Park at ‘The Woods at Lake Redman’ this week. On Saturday, at the Creekwood entrance, he will be placing 7 steps/erosion control trail breaks in the bank down to the foot bridge, with a 4 ft. landing at the top. *Council Vice President Bill Eshenour made a motion to purchase up to 3 ton of crusher for use in Christian’s Eagle Scout project. The motion was seconded by Councilman Jeff Hammers. Motion carried.*
- D. Traffic Signal - Mayor Gruendler delivered a ‘Police Door’ key to Borough Council on behalf of Goodwill Fire Company #1, Station 18.

New Business

- A. Correspondence – An email correspondence was received from a local business owner requesting if there are forms to fill out in order to receive information from the Municipal Office regarding all inquiries & conversations received in relation to her business. Solicitor Jones advised the correspondence be handled as a Right-To-Know request. *A motion was made by Councilwoman Judy Gregory to authorize Dave to compose a letter to be placed on Jacobus Borough letterhead addressing the matters listed in the email correspondence. Councilwoman Sandy Sheffer seconded the motion. Motion carried.*

- B. Traffic Study – Discussion was held regarding the line of sight when pulling out of Meadow Street at N. Main Street. *Councilman Roger Coleman made a motion to obtain a traffic study from the York County Planning Commission at a cost of \$250.00 to determine the need for 'No Parking, Stopping or Standing' signs to be placed at the following location: From the North Corner of Meadow Street at N. Main Street to a point approx. 100' North on the east side of N. Main Street. The motion was seconded by Councilman Lance Beard. Motion carried.*

Other Business

- A. Stormwater Pipe – Lance will pickup and dispose of the drainage pipe leftover from the Church Street stormwater repair completed by PA DOT in 2010.
- B. Tot Lot – Water runoff, causing gravel to wash-out from the edges of the Tot Lot walking path, was briefly discussed. This matter will be eliminated as grass grows into the edge of the paved path.

Adjournment

Councilman Lance Beard made a motion to adjourn the meeting at 9:43 p.m. The motion was seconded by Councilwoman Judy Gregory. Motion carried.

Jacobus Borough Council will meet next on October 5, 2011 at 7:00 p.m.

Respectfully submitted,

Cynthia M. Ferree
Secretary/Treasurer
Jacobus Borough Council

* - Denotes a change in subject