

**Jacobus Borough Council Meeting**  
**Meeting Date: September 2nd, 2021\***

**Call to Order**

Council President Sandy Sheffer called the meeting to order at 7:02 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, Lance Beard, Donald Wright, Jeff Hammers, Jill Conner, Phyllis Bowers, Debbie Loucks, and Joe Baublitz, Esquire. Mayor Greg Gruendler was absent.

**Minutes and Treasurer's Report**

- Minutes of August Council Meeting – Donald Wright made a motion to approve the August 4th, 2021 Council Minutes as written. The motion was seconded by Lance Beard. Motion carried unanimously.
- Treasurer's Report – Profit & Loss Statement for August 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 Debbie Loucks to accept the August 2021 Profit & Loss Statement as presented. The motion was seconded by Donald Wright. Motion carried unanimously.

**Persons on the Agenda/Public Participation**

- William Miller – resident.
  - Mr. Miller presented his concerns regarding parking of vehicles along Oak Lane. Mr. Miller handed out copies of photos taken along Oak Lane that showed vehicles parked along the alley which hinders driving along the lane. Mr. Miller voiced the concern that due to the way these vehicles are parked, any on-coming traffic would have to drive on some parts of private properties along the alley. He had reported this to York Area Regional Police and had been informed that the said parked vehicles cannot be ticketed as there is no signage for "No Parking". And he had also been informed by the Borough Code Officer that there are no current Ordinance specifying any code against parking along the Oak Lane. Mr. Miller came to Council to see if Council can correct this issue that has been ongoing for a few years. Mr. Wright reiterated that neither the Borough nor the Police Department can enforce this parking issue as there is no signage nor ordinance which can make the parking of these vehicles enforceable. Mr. Wright suggested talking to the neighbors whose vehicles are parked along the alley.

- Grant Anderson – Site Design Concept
  - Hillside Drive – Mr. Anderson reported that the road was milled on August 17<sup>th</sup>, at which time it was discovered that the depth of pavement to ballast was shallow. Therefore, the entire street was proof-rolled with a fully loaded single axle dump truck and no areas of base failure were found. The paving crew then proceeded to apply 250 tons of base course to areas to elevate the crown and the entire street was overlaid on August 19<sup>th</sup>. On August 27<sup>th</sup>, areas behind rolled curb were restored with sifted topsoil and seeded. The driveway at 16 Hillside Drive was also sawcut and patched. All roadside delineators were verified to have been installed except one at 22 Hillside Drive where the post had been removed because of a deep hole at the back of the inlet on the on-coming traffic side. On September 1<sup>st</sup>, Donald Wright observed that rainwater was not flowing to the sides and into the inlet, but water was flowing in the travel lane of the road. Mr. Anderson submitted a picture in his report showing that was indeed the case. He suggested to have Kinsley apply another layer of asphalt to change the pitch of the road as to direct water to the sides and away from the center of the road. Mr. Wright wanted approval to have this work completed immediately by Kinsley before the October 15<sup>th</sup> cut-off for all asphalt work. After much deliberation, Mr. Anderson was instructed to obtain a cost first from Kinsley to remediate this problem. A hold on payment to Kinsley was also suggested by Donald Wright till there is a resolution to this problem.
  - Meadow Street – Mr. Anderson reported that Easy-Dig Excavating is scheduled to start work on stormwater management at the end of Meadow Street on September 8<sup>th</sup> or 9<sup>th</sup>.
  - Storm Structure Maintenance – Mr. Anderson reported that field inspection for all storm structures in the Borough has been completed. A report of the condition of each structure is being drafted along with a maintenance recommendation.
  - Street Maintenance Assessment and Schedule – Donald Wright made a motion to authorize SDC to provide a manifest of street maintenance for the Borough and to bid out for annual maintenance contractors. The motion was seconded by Debbie Loucks. Motion carried unanimously.
  - 17 S Main Street Apartments – Mr. Anderson reported that Inch & Co. had requested an inspection of the stone base for the porous pavement at their apartment complex. Inspection has been scheduled for September 2<sup>nd</sup> 2021.
  - Park Street – a resident on Park Street had called to complain about infestation of mosquitoes at the end of Park Street where there is standing water at the inlet. Mr. Anderson had reached out to Penn State Extension for advice and had communicated with the resident information that mosquito breeding season will be over in the next few weeks. Donald Wright pointed out that where the resident resides on Park Street, there are woods, marshland, and a creek in the area where mosquitoes will breed and there is nothing the Borough can do. It is not the water in the inlet that is causing this issue.

- Farmington Drive – Phyllis Bowers presented pictures of the inlets on Farmington during the storm, showing water bypassing the inlets and not flowing in. The pictures also showed debris covering the inlets. Mr. Anderson suggested that the pavement kicker could be removed to better direct water flow into the inlets and also pointed out that a cleaning schedule of the inlets is already included in the comprehensive stormwater structure maintenance plan for the Borough.

### **Action to be Taken**

Winter Maintenance Contract – One sealed bid was received and opened by Sandy Sheffer. The bid was submitted by Easy-Dig Excavating, Inc. for the amount of \$63,920.00. A motion was made by Jeff Hammers to grant the Winter Maintenance contract to Easy-Dig for \$63,920. Donald Wright seconded the motion. Motion carried, with Lance Beard abstaining.

### **Borough Reports**

- **Mayor & Emerg. Mgmt.** – Mayor Greg Gruendler was absent, however the July police activity report was distributed along with the Chief of Police Report.
- **Office Manager**
  - September park reservations – there are two rental days for this month. Sign-up sheet was circulated for volunteers to open/close the park facilities.
  - Local Highway Finance Report – submitting this report for PennDOT’s data collection on road usage, maintenance and repairs.
  - American Rescue Plan Act application had been submitted and first installment of compensation had been transferred into Traditions Bank.
  - Street signs by tot-lot at Stonewood and Farmington were reported to have been wiggled out and turned around. Two “Stop” signs were turned around on a Saturday night, Craig Lipinski of the Fire Company reported that an accident almost occurred. D.E. Gemmill made an emergency fix that same night, and replaced the signs with a deeper post the following Monday that might be harder to remove. The adjacent sign with the street names was also replaced with a longer post as it also showed signs of being loosened.
  - Security camera system at the community park currently does not have coverage of the digital sign. With the near opening of the apartment buildings on S Main Street, it is anticipated that there will be more foot traffic going by the digital sign. A motion was made by Jeff Hammers to authorize Sue to get a quote from Crime Intervention to install a camera that will have surveillance of the park digital sign. Motion was seconded by Phyllis Bowers. Motion carried unanimously.
  - Change in Borough Code Officer – SPCC reported that the previously appointed BCO, Clifford Tinsley, had left employment with SPCC and that the BCO on record will revert back to Keith Hunnings. Sandy Sheffer signed the

Notification of Change in BCO from the Department of Labor & Industry to record this change.

- SPCC monthly reported was distributed to all Council members.
- **Solicitor**
  - Attorney Baublitz briefed Council on some of the permitted uses of the American Rescue Plan Act funds, such as for use in public health emergencies and improvements of infrastructure for the Borough.
- **Streets**

Curb at 19 Woodland Drive – resident complaint that his curb was damaged by snow plows during snow removal. Donald Wright believes that his curb is damaged by stormwater flow caused by the resident’s own gravel driveway at rear of resident which is washed out with each storm. Mr. Wright would like for resident to first fix his gravel driveway. Sandy Sheffer suggested for Grant Anderson to give his recommendation for a fix to this curb area.
- **Buildings and Grounds**
  - Metal art in park – Lance Beard proposed for a piece of metal art work designed by a local teen to replace the current water fountain.
  - Proposal from Security Fence to replace and repair fencing at the park was signed and submitted.

## **Bills**

Long’s Asphalt, for work performed at Hillside Drive in the amount of \$69,888.60. A motion was made by Donald Wright to pay Long’s Asphalt in the amount of \$69,888.60, as recommended by the Borough Engineer. The motion was seconded by Debbie Loucks. Motion carried unanimously.

## **Adjournment**

A motion was made by Jeff Hammers to adjourn the meeting at 8:35 p.m. Donald Wright seconded the motion. Motion carried unanimously.

\*This meeting was rescheduled to September 2<sup>nd</sup> from the original September 1<sup>st</sup> date due to bad weather and road conditions.

Respectfully Submitted,

Sue Cheah  
Office Manager/Treasurer