

**DILLSBURG BOROUGH COUNCIL MEETING**  
**JANUARY 11, 2011 – MINUTES**  
**7:00 PM**

The Dillsburg Borough Council held their monthly business meeting at the Dillsburg Area Authority Building on the above-mentioned date. Council Members attending were, President Jeff Griffin, Vice President Holly Kelley, Hal Anderson, David Baldwin, John Richardson and Matt Fawber. Also present were the following: Mayor Henry Snyder, Borough Engineer Mike Begis, Borough Solicitor Mark Allshouse, Borough Manager Karen Deibler, and Borough Secretary/Treasurer Debbi Beitzel. Council Member Kathryn Zeiders was absent.

The following visitors were present: Tony Baker from Citizens' Hose #1, Brad Glenn and Dawn Wilson from Citizens' Hose #1 EMS, Corporal Wargo and Chief Sean Kapfhammer from the Carroll Township Police Department, Paul Reichart from the Patriot News, YCBA and COG Representative Mark Ryder, and Dillsburg Borough Residents Jeff Beitzel and Charles Comrey.

The meeting was called to order by Council President Griffin at 7:00 PM followed by the Pledge of Allegiance to the flag and the invocation.

APPROVAL of the AGENDA

Council Member Richardson moved to approve the agenda as presented. Motion was seconded by Council Member Baldwin. – Motion carried.

APPROVAL of the MINUTES

December 7, 2010 Committee Meeting – Council Member Anderson moved to approve the Committee Meeting minutes of December 7, 2010 as presented. Motion was seconded by Council Member Richardson. – Motion carried.

December 14, 2010 Council Meeting – Council Member Fawber moved to approve the Council Meeting minutes of December 14, 2010 as presented. Motion was seconded by Council Member Richardson. – Motion carried.

December 14, 2010 Zoning Map Change Hearing – Council Member Baldwin moved to approve the Zoning Map Change Hearing minutes of December 14, 2010 as presented. Motion was seconded by Vice President Kelley. – Motion carried.

DEPARTMENT REPORTS

*Police Department Report*

Chief Kapfhammer reviewed the December Dillsburg Borough Police Report with Council and Mayor. The report listed the numbers and types of offenses and traffic incidents. The report also supplied the Council with a “crimes clear rate” and a breakdown of hours worked. The total incidents filed for the month of December were 93, which were 18 more

than the same time period last year; for a year-to date total of 1,237, which were 97 more than last year. There were four traffic accidents for the month of December, which was one less than the same time period last year; for a year-to-date total of 66, which was one less than last year. There were 15 traffic citations for the month of December; which was three less than the same time period last year; for a year-to date of 270, which was 153 less than last year.

Part I offenses for the month of December there was one incident; for a year-to date total of 29 incidents and 14 cleared by arrests; with a clearance rate of 48% compared to a clearance rate of 22% in 2009.

Part II offenses for the month of December, there were eight incidents, which six were cleared by arrests; for a year-to date total of 96 incidents and 78 cleared by arrests; with a clearance rate of 81% compared to a clearance rate of 83% in 2009. The overall clearance rate is 73%.

Chief Kapfhammer stated as the new Chief, he wants to make sure everyone is happy with the police services and he is open and available to everyone. He provided Council and staff with his cell phone number and email address.

Council Member Richardson stated to Chief Kapfhammer he will find Dillsburg a friendly town. Chief Kapfhammer indicated once he gets fitted for his uniform and Act 120 squared away, he will be out on patrol.

#### Ambulance Service Report

Brad Glenn, EMS Supervisor, provided a report for the month of December to Council and Mayor. There were a total of 92 calls in the month of December and 12 of them were in Dillsburg Borough, which included 10 medical calls and two fire calls.

He indicated Traci Cook was working on the 2010 year end reports.

He stated they received their new ambulance and expect to have it in service and licensed by the end of the month. Council Member Richardson asked if EMS was going to keep all three ambulances. Mr. Glenn stated yes, because of all the standbys they have.

#### Fire Company Report

**Citizens' Hose Fire Company #1** – Tony Baker provided a report for the month of December 2010 to Council and Mayor. He indicated for the month of December there were 39 runs; seven in Dillsburg Borough; for a year-to-date total of 85 in Dillsburg Borough and a total of 426 for all municipalities. He also presented a report with the apparatus responses, the incident types, the membership responses and the in-house training hours for December. Mr. Baker indicated there were three failed calls for the month of December; one of them was in the Dillsburg Borough due to having no driver, for a year-to-date total of 37 failed calls.

He indicated the rescue truck will be out of service on February 6, 2011 for approximately two weeks due to the damage it received in a minor motor vehicle accident on Route 15. He stated he was working on securing a reserve rig from another department to put in its place. If a reserved rig can't be brought in, the tower truck can be used.

Mr. Baker stated next year statistics reports will include apparatus hours, apparatus mileage and more a descriptive outline.

Mayor Snyder asked Mr. Baker if they are making any progress with Carroll Township in getting close to a fair reimbursement for services rendered. Mr. Baker stated the money was allotted for Carroll Township for the year 2011. The breakdown between the three departments which respond to Carroll Township haven't been justified at this point in time because one of the neighboring departments want equal share of the money across the board. He stated even though Citizens' Hose responds to 82% of the incidents in Carroll Township. Mayor Snyder asked how the Borough can get Carroll Township to pay Citizens' Hose their fair share because the Borough uses Carroll Township Police and we pay our fair share if the Borough wants services. Mr. Baker stated he agrees. He has sat down with the public safety committee and thought the talks were making head way until this last meeting. Mr. Baker indicated which stem from them losing approximately \$9,000.00 from Franklin Township. Manager Deibler asked if this was donations from Carroll Township or Fire Relief monies. Mr. Baker stated the money they receive would be a small donation as well as the relief money. Manager Deibler stated the relief money isn't money Carroll Township gives the fire department, it's money from the government. Mr. Baker stated yes, the same as the Borough. Manager Deibler indicated the Mayor was asking how much money Carroll Township is going to give the fire department? Mr. Baker stated he would have to research it to get the exact figures and would get back with Council and Mayor with those figures.

**Franklintown Fire Company** – There was no one present but a report was provided to Council and Mayor.

#### Treasurer's Report

The Unpaid Bills Detail and a list of Additional Expenditures were given to each Council Member and Mayor in their packet of information. The total General Fund expenditures for December were \$69,522.50. The Profit & Loss Budget vs. Actual Detail Report and a Cash Flow Report were also given to each Council Member and Mayor. Council Member Baldwin moved to approve the payment of all bills as presented. Motion was seconded by Council Member Fawber. Council Member Richardson and Vice President Kelley abstained. - Motion carried.

#### Planning Commission Report

The Planning Commission didn't meet in December, 2010.

#### Dillsburg Area Authority

There was no one present to report.

#### YCBA & COG

**YCBA** - Mark Ryder indicated he attended the Executive Meeting on January 8, 2011. He will be going to West York in March to attend the quarterly meeting; in June to Lake Redman Park and in September the meeting will be held in Jefferson or Shrewsbury Borough. He stated he would like someone from Council to attend the March 24<sup>th</sup> meeting because there will be someone from York County 911. Eric Beistline will be going over the radio system and what the price is going to be; the contract price expires

in one month. Manager Deibler asked if the Borough would need to purchase new radios. Mr. Ryder stated Mr. Beistline would be explaining for those who might want to purchase anymore at the old contract price and answer any questions.

**COG** – Mark Ryder stated he and Council Member Richardson were going to attend the Annual Banquet and Installation of New Officers on Monday, January 17<sup>th</sup>.

Mr. Ryder reminded everyone the PSAB 100<sup>th</sup> anniversary is scheduled for April 10-13<sup>th</sup> in Hershey, PA. There is a discount if payment is made before March 15<sup>th</sup>.

#### Solicitor's Report

Solicitor Allshouse provided Council and Mayor with a written report for work performed in December 2010 and had nothing to add.

#### Engineer's Report

Borough Engineer Mike Begis provided Council and Mayor with a written report for work performed in December 2010 and had nothing to add.

#### Tax Collector

Cristina Speicher wasn't present but did provide November 2010 reports to Council and Mayor.

#### Borough Staff Report

Borough Manager Deibler provided Council and Mayor with a written report for December 2010 and had nothing to add.

#### PUBLIC COMMENT

Chuck Comrey, 16 Dove Court, indicated a week ago yesterday his neighbor was running his vehicle in his garage and was overcome by carbon monoxide (CO) poisoning. A quick response by Dillsburg's ambulance and fire department was obtained. The police actually arrived first and the situation was briefly discussed. The ambulance comes up the street and drives right by the house. Mr. Comrey went to the ambulance driver and told him to backup to the driveway because it would be closer. The driver told Mr. Comrey that they aren't allowed to block the way of the fire department. Mr. Comrey stated he brings this before Council because the situation was an EMS call, a medical emergency not a fire department call. When the fire department came, they did provide positive pressure ventilation (PPV) to exhaust the CO out of the house. Mr. Comrey stated he wasn't there representing the family, he was there representing himself as a citizen of the Borough. He stated the day was cold and windy and to put a citizen through that much cold air to go up to the ambulance, when the ambulance could have parked by the driveway was uncalled for. He indicated there needs to be some accountability and common sense in a response to the citizens of the Borough. Council Member Richardson asked Mr. Comrey if he was saying that the fire department has priority over the right-of-way. Mr. Comrey stated yes.

Mark Ryder, 110 S. Second Street, thanked those who came out to the accident on East Harrisburg Street on New Year's Day. Mayor Snyder asked how the woman was

that was taken to the hospital. Mr. Ryder stated she was treated and released the same evening.

### CORRESPONDENCE

There was none.

### MAYOR'S REPORT

Mayor Snyder has nothing to report.

### PRESIDENT'S REPORT

President Griffin announced the following events: January 15 - Dillsburg Girls Softball Association is having Spring Registration at Franklintown Fire Hall. If interested checkout their website at [www.leaguelineup.com/dgsa](http://www.leaguelineup.com/dgsa); January 15 - Dillsburg Area Soccer Club is having Spring Registration at Carroll Township. If interested checkout their website at [www.dascsoccer.org](http://www.dascsoccer.org); January 15 – Third Saturday’s will begin with the Eaken Piano Trio performing at the Historic Monaghan Church at 7:30 PM. Admission is free. For more information call Jay Young at 432-4409; January 22 – A Babysitter’s Training Class (sponsored by Graystone Bank) at the West Shore Evangelical Free Church. Cost is \$40.00. Anyone interested can go the Graystone Bank for additional information; January 24 - Teen Program – Just for Fun at the Library. Scrapbooking from 6-8 pm. Contact the Library for more information; February 4 - First Friday at Dill’s Tavern – 7-10 PM. This is an over 21, BYOB event. Admission is \$10; and February 4, 11, 18 & 25 – The library is sponsoring a program entitled “Right on the Money”. This program is to help children, ages 5-7, to learn the concept of planning, spending, saving and borrowing. Class size is limited, so call the Library at 432-5613.

President Griffin hoped everyone had a Merry Christmas and Happy New Year. He thanked all those that were involved with the Pickle Drop. He also thanked all the local organizations for everything they did for the Borough in 2010. He also thanked the staff, Borough Solicitor, Borough Engineer, Mayor for assisting Council and the Council Members for giving their time to help the citizens of the Borough and is looking forward to a great 2011.

### COMITTEE REPORTS

#### Public Works Committee

Neither Council Member Fawber nor Anderson had anything to report.

#### Public Safety Committee

- A. Discuss/Take Action – 2011 Fire Police Authorization - Council Member Baldwin stated Citizens’ Hose No. 1’s Fire Police do not only serve the community when dispatched to emergency calls, but also assisting at community events. The Borough must authorize the Fire Police to assist at events when not dispatched through the emergency call system. Council Member Baldwin moved to authorize the Citizens’ Hose No. 1’s Fire Police to voluntarily assist with traffic situations

and concerns during, and pertaining only to, the following 2011 Dillsburg Borough events: Dillsburg Youth Baseball Parade, Picklefest, Memorial Day Parade, Farmers' Fair, Annual Tree Lighting and Pickle Drop. Motion was seconded by Council Member Richardson. – Motion carried.

#### Administration Committee

- A. Discuss/Take Action – Tax Collector – Vice President Kelley stated Council received a resignation from Dillsburg Borough's Tax Collector Cristina Speicher effective January 1, 2011. With deep regret, Council accepted Ms. Speicher's resignation on January 4, 2011 at the regularly schedule Committee meeting and appointed Madeline Harbold of 523 S. Baltimore Street in Carroll Township, Dillsburg to fill the position through December 31, 2011. The position will be filled by a Dillsburg resident elected in November of 2011 and will take office on January 1, 2012 and serve through December 31, 2013. Mr. Ryder asked if this was legal. President Griffin stated yes, because Carroll Township touches ours. Council Member Richardson stated she was appointed, not elected. Vice President Kelley stated she will be appointed to fill out a specific period and someone will be on the ballot from the Borough to fill the term out officially. Mr. Chuck Comrey asked if the school district was notified. Borough Secretary/Treasurer Beitzel stated yes. He stated his concern was his taxes are sent directly to the mortgage company. Manager Deibler stated Madeline has received a lot of that information already; she has been doing taxes for a long time and she does know what needs to be done. Mr. Comrey asked if the Borough and school district need to let the citizens know they might need to notify their mortgage companies of this change and is there any assistance as in correspondence from the Borough. Manager Deibler stated the Borough will be placing an ad in the Banner, but not until February; York County and Madeline decided some people are still taking care of their last year taxes, which still needs to be taken care of by Cristina Speicher. A notice will also be placed in the Borough newsletter.

#### OLD BUSINESS

There was none.

#### NEW BUSINESS

Real Estate – Council Member Baldwin stated Council has received a recommendation from the appointed Real Estate Investigative Committee stating that the Dillsburg Borough Council authorize the Dillsburg Borough Manager, together with staff, including the solicitor and engineer, if necessary, to undertake specific investigation, open discussions and potentially enter into negotiations to obtain a proposal outlining Dillsburg Borough's possible use, lease, purchase or other possible acquisition of 5.54 acres located in the Borough of Dillsburg located on South Chestnut Street. The Manager should obtain in writing information regarding the property and any special

terms, conditions or issues regarding the property and bring that information before the Council for review, discussion and consideration at a later date. Council Member Baldwin moved to authorize the Manager to act in compliance with the recommendation of the Real Estate Investigation committee and bring her written findings and results before Borough Council at a future date to be determined. Motion was seconded by Council Member Anderson. – Motion carried.

ADJOURNMENT

Since there was no further business, Council Member Richardson moved to adjourn the regular meeting. Motion was seconded by Council Member Baldwin. – Motion carried. The meeting was adjourned at 7:40 PM.

Respectfully Submitted,

*Debbi L. Beitzel*

Debbi L. Beitzel, Secretary/Treasurer

cc: Borough Council Members  
Mayor Snyder  
Tim Knoebel  
Mark Allshouse