

DILLSBURG BOROUGH COUNCIL MEETING

January 14, 2014 – 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 John Richardson, Vice President Holly Kelley, Hal Anderson, Dave Baldwin, Matt Fawber, Jeff Griffin and Yvonne Laukemann. Also present were the following: Mayor Wendell Hollinger, Junior Council Member Carissa Martin, Borough Engineer Tim Knoebel, Borough Solicitor Mark Allshouse, Borough Manager Karen Deibler and Borough Secretary Debbi Beitzel.

The following visitors were present: Chief Thomas Wargo from the Carroll Township Police Department, Scott McClintock from Citizens' Hose Fire Co. #1, Dillsburg Planning Commission Member and DAA Representative Brian Radcliffe, YCBA and COG Representative Mark Ryder, Mary Lou Bytof from the Dillsburg Banner, Tricia Kline from the Patriot News, NYCSD Representative Jason Young, Brent Detter from ELA Group, and Anthony Colestock from CrabTree Rohrbaugh Associates. Also present were Dillsburg Borough Residents, Ben Martin, Pamela and Former Mayor Henry "Hank" Snyder and Carroll Township Supervisor Andy Ritter.

The meeting was called to order by Council President Richardson at 7:00 PM followed by the Pledge of Allegiance to the flag and the invocation given by Council Member Hal Anderson.

President Richardson introduced the new Mayor, Wendell Hollinger. He also announced the committees were as follows: Public Safety Committee - Dave Baldwin and Matt Fawner; Administrative Committee – Jeff Griffin and Holly Kelley; Public Works Committee - Hal Anderson and Yvonne Laukemann and Junior Council Member – Carissa Martin.

APPROVAL of the AGENDA

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

APPROVAL of the MINUTES

December 3, 2013 Committee Meeting – Council Member Fawber moved to approve the Committee Meeting minutes of December 3, 2013 as presented. Motion was seconded by Council Member Baldwin. – Motion carried.

December 10, 2013 Council Meeting – Council Member Anderson moved to approve the Council Meeting minutes of December 10, 2013 as presented. Motion was seconded by Council Member Laukemann. – Motion carried.

DEPARTMENT REPORTS

Police Department Report

Chief Wargo reviewed the December, 2013 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 and Mayor with a "crimes clear rate" and a breakdown of hours worked. He indicated for the month of December 2013, there were 53 calls for service for a year-to-date total of 874.

There were eight (8) traffic accidents in December 2013, for a year-to-date total of 92 and the officers issued a total of 28 traffic citations in December 2013, for a year-to-date total of 490.

Part I offenses for December 2013, there was an overall clearance rate of 65%. Part II offenses for December 2013, there was an overall clearance rate of 82%. The combined clearance rate was 77% for Part I and Part II offenses.

The contracted hours were right on schedule for the year.

Council Member Baldwin commended Chief Wargo for the overtime report and the way it is currently now being presented.

Ambulance Service Report

No representative was present but Council and Mayor were provided with a written report for December, 2013, in their packets.

Fire Company Report

Citizens' Hose Fire Company #1 – Scott McClintock provided a report for the month of December 2013 to the Council and Mayor. Mr. McClintock indicated for the month of December 2013 there were 29 incidents; two were in Dillsburg Borough which included one fire police and one automatic fire alarm. He indicated for the year 2013, there were 400 incidents and 95 were in the Dillsburg Borough which reflects a percentage of 24%.

Franklintown Fire Company – No representative was present and no report was provided.

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 2013 were \$164,797.36. The Profit & Loss Budget vs. Actual Detail Report and a Cash Flow Report were also given to each Council Member and Mayor. Council Member Fawber moved to approve the payment of all bills as presented. Motion was seconded by Council Member Baldwin. President Richardson and Vice President Kelley abstained. - Motion carried.

Planning Commission Report

Brian Radcliffe reported on the December 18, 2013 meeting. Mr. Radcliffe indicated the primary order of business was to review the land development plan for the Dillsburg Elementary School extension. He stated 85% of the Borough Engineer's comments were addressed and didn't feel any outstanding issues couldn't be readily addressed. Mr. Radcliffe stated the PC recommend the Borough Council approve Land Development Plan submission for the Dillsburg Elementary School expansion conditioned on meeting all the comments of the Borough Engineer's letter dated December 17, 2013 and subject to satisfactory sign off from the Dillsburg Area Authority, also satisfactory method of addressing the HOP for the gas line installation and the approval from YCCD. The PC also recommends Borough Council approve the waiver request pertaining to the Preliminary plan application and permit going forward with the final application. He stated the PC also recommends Borough Council approve the waiver request regarding the financial guarantee; they would request the school district provide a signed letter to Borough Council pledging the funds and should be specified by the Borough Solicitor. He also stated the PC recommends Borough Council approve the waiver for the pipe size reduction for the storm water drain from 15" to 10".

Dillsburg Area Authority

Brian Radcliffe reported on the December 17, 2013 Board meeting. He stated in regards to the Winfield Development, there was an outstanding plan and capacity reservation in place with the prior developer; which was in arrears of \$1,700.00. The new owner of the property wanted to withdraw the reservations and requested to withdraw the plan. The Authority Board did approve to withdraw the reservations and plan and to forgive the amount in arrears. The Winfield Developer does understand the implication of withdrawing the reservations.

Mr. Radcliffe indicated the Authority Board had received a letter from ELA Group related to the elementary school addition and there were some discussions continuing with regards to the addition. He indicated one of the concerns was the cooling tower and the amount of make-up water it might require; nothing affecting the system.

He indicated the Authority is working with the VFW on some problems with hard water and excessive calcium buildup. The Authority had survey surrounding neighbors and isn't coming up with anything.

Mr. Radcliffe stated the Authority staff is working on updating the hydrant records.

He stated Steve Blazer had worked to obtain his waste water treatment operator's license and well on his way towards getting his water operator's license.

Mr. Radcliffe stated the Authority has ordered some distinctive clothing (lime green) for the meter readers to help the public identify them.

Community Groups

There were no Community Groups present.

YCBA & COG

YCBA – Mr. Ryder indicated he attended the organizational meeting held on January 4, 2014. The upcoming meetings are in March, June at Lake Redman, September (to be determined) and the banquet in November in Red Lion.

COG – Mr. Ryder indicated he will be attending the banquet along with President Richardson and Council Member Laukemann on January 20th at the Park Inn; the speaker will be Brad Mallory, Deputy Secretary of PennDOT. The next meeting will be held on February 17, 2014.

Solicitor's Report

Solicitor Allshouse provided the Council and Mayor with a written report for December, 2013.

Engineer's Report

Engineer Knoebel provided the Council and Mayor with a written report for December, 2013. He thanked the Borough Council for the opportunity to serve the Borough for 2014.

Tax Collector Report

Debbi Beitzel provided the Council and Mayor with a written report for taxes paid in December, 2013 and the 2013 Real Estate tax lien list, which was submitted to York County on Friday, January 10, 2014.

Borough Staff Report

Borough Manager Deibler provided the Council and Mayor with a written report for December, 2013.

PUBLIC COMMENT

There was none.

CORRESPONDENCE

There was none.

MAYOR'S REPORT

Mayor Hollinger indicated he received an invitation from the York County Mayors Association to attend their first meeting on Thursday, January 16, 2014; which he will be attending.

PRESIDENT'S REPORT

President Richardson thanked Council for the confidence they give to him to serve as president and wishes Council the best for 2014.

President Richardson stated in May of 2013, Dillsburg Borough Council passed Resolution 2013-4 approving the submission of an application for funding through the Department of Community and Economic Development's Greenways, Trails and Recreation Program (DCED-GTRP) for additional equipment for the Dillsburg Community Park. The Borough's application was approved for funding in the amount of \$193,566.00. At the January Dillsburg Borough Council Committee meeting held on Monday, January 6, 2013, at 6:30 PM. Council Member Baldwin moved to approve the execution and delivery of the contract and authorize the Borough Council President and necessary staff to sign the grant contract with DCED. Vice President Kelley seconded the motion. Motion Carried unanimously.

COMITTEE REPORTS

Public Works Committee

- A. Discuss/Take Action – Northern York County School District Land Development Waiver Requests - Council Member Laukemann stated at the December 2013 Planning Commission meeting it was decided that the Northern York County School District Land Development Waiver Requests should be reviewed and voted on by the Borough Council before any further review of the plan occurs. Northern York County School District has contacted the Borough and requested that three (3) waivers be granted. The three (3) waivers are detailed in the waiver request letter received from ELA Group, Inc on Northern York County School District's behalf and dated November 25, 2013. The three (3) waivers are as follows: 1. Section 22-403 Pertaining to preliminary Plan Application: The applicant is requesting a modification of this section to allow the plan to be reviewed as a Final Land Development Plan in lieu of a Preliminary Land Development Plan as specified by the Dillsburg Borough Subdivision and Land Development Ordinance. Justification: The project scope is minimal in scope. All Preliminary Plan and Final Plan Land Development requirements will be met by the applicant during Final Land Development planning. Council Member Laukemann moved to approve Northern York County School District's request to waive the requirement, per Borough Code, Section 22-403. Motion was seconded by Council Member Anderson. – Motion carried. 2. Section 22-406 Pertaining to Construction Improvement or Guarantee: The applicant is requesting a modification of this section requiring an Improvement Construction guarantee. Justification: The School District will be financing this project through the General Obligation bonds or "GO Bonds". GO Bonds are backed by the full faith and credit of the issuer and the

District's ability to tax; including raising taxes if necessary, in order to pay bondholders. Unlike a private developer which can go out of business, the School District has a stronger incentive to preserve its credit, because they can't go out of business. They need to come back to the bond market for an unlimited amount of time into the future, in order to fund new projects as required to accommodate growth in the District. Therefore the School District is held accountable to make the improvements and should not be required to tie up monies in additional forms of credit. Council Member Laukemann moved to deny Northern York County School District's request to waive the requirement, per Borough Code, Section 22-406. Motion was seconded by Council Member Anderson. President Richardson opposed. – Motion carried (6-1 vote). 3. Section 26-142.A.4 Pertaining to minimum pipe size of 15 inches in diameter unless other approved by the Borough Engineer. The applicant is requesting a modification of this section to allow a pipe size smaller than 15". Justification: 10" diameter schedule 40 PVC pipe is proposed in lieu of the 15" minimum pipe. Due to the minimal amount of drainage to the yard drains, 15" pipes are not needed to convey runoff to the stormwater basin. Each 10" pipe has the capacity to convey the 100 year storm event, including the 10" discharge pipe from the basin. Also, the specification of the schedule 40 PVC provides a pipe that will be resistant to damage from normal maintenance activities and will provide a structurally sound pipe material through the project site. Council Member Laukemann moved to approve Northern York County School District's request to waive the requirement, per Borough Code, Section 26-142.A.4. Motion was seconded by Council Member Anderson. – Motion carried.

Borough Engineer Knoebel asked the developer the status of their erosion control plan. Brent Detter, with ELA Group, stated they had resubmitted the plans with YCCD on January 9, 2014; they have been in contact with them and expecting to have approval or an adequacy letter from them in about 10-14 days.

Engineer Knoebel asked the status in regards to addressing any concerns with DAA. Mr. Detter stated their office has been in contact with DAA. There is one bit of information they are waiting on from the mechanical electrical plumbing consultant regarding the cooling tower; expecting to have the information this week. Engineer Knoebel asked Mr. Radcliffe when the next DAA meeting was. Mr. Radcliffe stated the agenda review meeting was scheduled for Friday, January 17th and the Board meeting will be held on Tuesday, January 21st. Engineer Knoebel asked Mr. Detter if he would have the information by then. Mr. Detter indicated he was hoping to have a response to Mr. Williams before that meeting.

Engineer Knoebel indicated in reviewing the revised plan which was submitted after the PC meeting held on December 18, 2014, when did the developer anticipate having the items completed. Mr. Detter stated the outstanding lead item would be from YCCD and was hoping to have an adequacy letter from them within 10-14 days. He indicated the draft stormwater agreement was sent to his office and should be executed shortly. Mr. Detter said the rest of it was signing all the owner acknowledgments on the plans and sending the construction estimated, which will be done tomorrow morning.

Engineer Knoebel stated there were no plan related items left to do and wanted to know if the developer was ready to move forward with the plan approval. Mr. Detter asked if Borough Council would give them a conditional final land development approval continuant addressing all the items left in the review letter. Council Member Baldwin moved to approve the Land Development plan for NYCSD subject to meeting the requirements and conditions per KPI's letter dated January 3, 2014 and meeting DAA's requirements. - Motion was seconded by Council Member Fawber. – Motion carried.

Public Safety Committee

Neither Council Members Baldwin nor Fawber had anything to report.

Administration Committee

- A. Discuss/Take Action – Resolution 2014-1 – Recognition of Henry “Hank” Snyder - Vice President Kelley stated Henry “Hank” Snyder has served the Borough of Dillsburg as Mayor for the past eight years. Borough Council wishes to recognize him for his service to the Borough of Dillsburg. Vice President Kelley moved to adopt Resolution 2014-1 recognizing Henry “Hank” Snyder for his service to the Borough of Dillsburg. Motion was seconded by Council Member Griffin. – Motion carried.

OLD BUSINESS

There was none.

NEW BUSINESS

There was none.

ADJOURNMENT

Since there was no further business, Council Member Fawber moved to adjourn the regular meeting. Motion was seconded by Council member Baldwin. – Motion carried. The regular meeting was adjourned at 7:32 pm and followed by an Executive Session.

Respectfully Submitted,

Debbi L. Beitzel

Debbi Beitzel
Borough Secretary

cc: Borough Council Members
Mayor Hollinger
Tim Knoebel
Mark Allshouse