

**DILLSBURG BOROUGH COUNCIL MEETING**  
**January 8, 2008 – MINUTES**

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 Mark Ryder, David Baldwin, Holly Kelley, John Richardson, Michael Whitzel and Kathryn Zeiders. Also present were the following: Mayor Henry Snyder, Borough Solicitor Mark Allshouse, Borough Engineer Tim Knoebel, Borough Manager Karen Deibler and Borough Secretary/Treasurer Debbi Beitzel.

The following visitors were present: Ed McCoy from Citizens' Hose Fire Company #1, Traci Cook from Citizens' Hose Company #1 EMS, Sergeant David Smith from Carroll Township Police, Mary Lou Bytof from the Dillsburg Banner, the Borough's DAA Representative Mervin Ice, Planning Commission Representative Leon Zeiders and Dillsburg Borough Residents Jeff Beitzel, David Kelley and Stacey Ryder.

The meeting was called to order by President Griffin at 7:01 PM followed by the Pledge of Allegiance to the flag and an invocation.

APPROVAL of the AGENDA

Vice President Ryder moved to approve the agenda as presented. Motion was seconded by Council Member Richardson. – Motion Carried.

APPROVAL of the MINUTES

December 11, 2007 Council Meeting – Council Member Baldwin moved to approve the Council Meeting minutes of December 11, 2007 as presented. Motion was seconded by Council Member Richardson. – Motion Carried.

January 2, 2008 Committee Meeting – Council Member Zeiders moved to approve the Committee Meeting minutes of January 2, 2008 as presented. Motion was seconded by Council Member Richardson. – Motion Carried.

January 7, 2008 Re-Organizational Meeting – Council Member Richardson moved to approve the Re-Organizational Meeting minutes of January 7, 2008 as presented. Motion was seconded by Council Member Zeiders. – Motion Carried.

DEPARTMENT REPORTS

*Police Department Report*

Sergeant David Smith reviewed the December 2007 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. The total incidents filed for the month of December were 94, which was 14 more than the same time period last year, year-to-date

total 1,184, which was 49 more than the same time period last year. There were four traffic accidents for the month of December, which included one traffic accident and three non-reportable accidents, year-to-date 38, which was eight less than the same time period last year. There were five traffic citations for the month of December, year-to-date 284, which was 24 less than the same time period last year.

Part I offenses for the month of December, there was a total of four, which included one residential burglary, two larceny thefts and one arson, for a year-to-date total of 53, with a clearance rate of 16%. Part II offenses for the month of December, there were nine incidents, which included four criminal mischief/vandalisms, two disorderly conducts, one DUI, one drug offense and one liquor law offense, year-to-date 82 of which 52 were cleared, with a clearance rate of 63%. The overall clearance rate is 45%, which is 10% above the national average.

He indicated there were no problems at the Pickle Drop and was pleased everyone was behaved.

He indicated on January 1, 2008, Corporal Wargo received an ambulance call and when he arrived on the scene, the lady had gone into cardiac arrest. He administered the AED (Automated External Defibrillators) and today, she is alive and healthy.

Sergeant Smith indicated the department received a grant from Penn DOT for aggressive driving, from January through October. He stated they would be concentrating on Route 15 and Route 74. Council Member Zeiders asked what aggressive driving was. Sergeant Smith indicated it included speeding, improper passing, not using signals, etc.

#### Ambulance Service Report

Traci Cook provided a report for the month of December to Council and Mayor. There were a total of 108 calls in the month of December and 22 of them were in Dillsburg Borough. For year-to-date there were a total of 496 calls in the Borough of Dillsburg and a total of 1,332 for all municipalities.

Traci Cook indicated the EMS department received a \$10,000.00 grant. She stated they would be purchasing laptops for the ambulances with GPS systems in them. She indicated this would eliminate some of the back log of paperwork.

She indicated they are getting ready to print the membership pamphlets and forms and one thing that would be changing for 2008 would be to separate the advance life support and basic life support memberships. This would allow the residents to choose which option they would like to receive. Council Member Zeiders asked if previously the residents were able to subscribe to the West Shore ALS. Traci Cook indicated if the resident is a member with the CHEMS (Citizens' Hose EMS) they would automatically be a member with them. Council Member Richardson indicated he didn't think the people realize when they call 911 it's up to York County Control to dispatch or not dispatch ALS. Traci indicated there was a protocol, which she explained. Council Member Baldwin asked if the person and/or family going to have the right to refuse ALS. Traci Cook indicated you can refuse ALS, however if something would happen during transport, Citizens' Hose EMS isn't liable. Council Member Baldwin stated there could

be a problem with giving the residents the option. Traci indicated she is hoping the residents read the information pamphlet being sent with the membership form.

#### Fire Company Report

**Citizens' Hose Fire Company** – Deputy Chief Ed McCoy presented a report for the month of December to Council and Mayor. Mr. McCoy indicated for the month of December there were 42 runs, year-to-date total of 406; four were in Dillsburg Borough, for a year-to-date of 87, which included two medical assists, one motor vehicle accident, and one structure fire. He also presented a report with the membership responses, ranking for December and year-to-date totals. He stated the average member per call was 7.45.

He indicated the fire company received a grant in the amount of \$21,000.00, part of the money went towards the debt reduction of the ladder truck, and additional funding would be set aside for a gas meters.

Deputy McCoy stated there was an organizational meeting held on January 7<sup>th</sup>, for the year 2008 and more details would follow.

**Franklinton Community Fire Company** – 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 would be \$42,589.68. 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 Unpaid Bills as presented. Motion was seconded by Vice President Ryder. Council Member Richardson abstained because of an insurance payment that was approved. – Motion Carried.

#### Planning Commission Report

Mr. Leon Zeiders indicated there were two items to report about:

1. Winfield Phase 1 Land Development-Per the developer, a request was made to table the plan until next month due to some unresolved issues and the Planning Commission concurred and the time extension is until March 2008.
2. Chestnut Hollow Phase 2 Time Extension-Needs to be voted on tonight by the Council for approval. If the extension would be denied, the Planning Commission recommends the plans be rejected.

#### Logan Park Authority

Council Member Kelley indicated the barn project was coming along well; the foundation was poured and the plumbing was roughed in.

She indicated the walking path was having some additional surveying work, due to some encroachment of property lines into Logan Park.

She indicated the election for 2008-2009 officers would be held at the January meeting.

Council Member Kelley indicated the next meeting would be held on January 16, 2008 at the Carroll Township Building at 7 pm.

She also indicated there has been a problem with people not emptying trash cans, so additional dumpsters would be provided.

Dillsburg Area Authority

Mr. Mervin Ice indicated most of the work was happening in other municipalities.

Engineer's Report

Borough Engineer Tim Knoebel provided Council and Mayor with a written report for December 2007 work performed; predominantly with issues related to land developments , some review work with Sheetz related to their HOP, questions regarding the ECI project and review of the Winfield plans with the Planning Commission.

Solicitor's Report

Solicitor Allshouse provided Council and Mayor with a written report for December 2007 work performed; predominantly with issues for the Planning Commission regarding Winfield and Autumn Woods.

He thanked the Council and indicated he and his wife enjoyed the Christmas Party.

He indicated Manager Deibler had discussed in the workshop minutes, the possibility of a consent agenda. He stated if additional information was needed on how this would work, he could provide it.

Tax Collector

Cristina Speicher provided Council and Mayor with a written report, but wasn't present.

Borough Staff Report

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

PUBLIC COMMENT

There was none.

CORRESPONDENCE

There was none.

MAYOR'S REPORT

Mayor Snyder had nothing to report.

## PRESIDENT'S REPORT

**Vice President Mark Ryder** thanked everyone for the past six years serving as Council President.

He thanked all the volunteers for the New Years' Eve Celebration and indicated the firework display was great.

He indicated he and Council Member Richardson would be attending the Annual Awards Installation of the Capitol Region COG on Monday, January 21, 2007 at Penn Harris/Radisson and the keynote speaker would be John Hilton.

He stated the Employee Christmas Party was held on December 17, 2007 and received positive comments.

**President Jeff Griffin** thanked Council Members for their vote of confidence in electing him as President. He stated he would do his best for Council and the residents of Dillsburg Borough.

President Griffin presented Leon Zeiders with a gift from the Council for helping with the collection of leaves this past year.

## COMITTEE REPORTS

### Public Works Committee

- A. Discuss/Take Action – Chestnut Hollow Phase 2 Time Extension – Vice President Ryder stated the developer of the Chestnut Hollow Development submitted a Final Phase 2 Land Development & Subdivision plan to the Dillsburg Planning Commission in October of 2007. At this time there are certain deficiencies, matters of incompleteness or other similar items by reason of which the Council cannot approve the plans. The Borough has received correspondence from the developer requesting a time extension be granted in order for this situation to be resolved before further action is taken. Vice President Ryder moved to grant a time extension until April 21, 2008 for the Chestnut Hollow Final Subdivision & Land Development Plan for Phase 2. Motion was seconded by Council Member Whitzel. Council Member Baldwin asked why the date of April 21; he was concern there wouldn't be a Planning Meeting prior to a Council Meeting. Engineer Knoebel stated they would act appropriately. – Motion Carried.

### Public Safety Committee

Council Members Baldwin and Richardson had nothing to report.

### Administration Committee

Council Members Kelley and Zeiders had nothing to report.

## OLD BUSINESS

There was no old business.

## NEW BUSINESS

Manager Deibler indicated Dillsburg Borough adopted the International Property Maintenance Code (IPMC) in February of 2001. She stated all structures, buildings and

equipment (i.e. Furnaces), located in the Borough of Dillsburg were governed by this code and this year are planning on enforcing the code. Manager Deibler provided Council and Mayor with a copy of the International Property Maintenance Code book in order to answer resident's questions and/or become more educated. She indicated copies would be available in the Borough Office for anyone to purchase (at cost) and/or to review it. She stated it would be outside maintenance and safety items for every resident in the Borough. Council Member Zeiders asked if Bob Shelly was going to do the reviewing. Manager Deibler indicated the Building Codes Enforcement Officer would be reviewing all properties in the Borough. Council Member Kelley asked if this was for residential and commercial properties. Manager Deibler indicated yes. President Griffin asked who would be setting up the appointments for inspection. Manager Deibler indicated there would be no inspections, it would be visual inspections. Council Member Zeiders asked if the code includes sidewalks. Manager Deibler indicated the IPMC refers to internal sidewalks (i.e. sidewalk in backyard), however sidewalk maintenance would be taking place in the Borough this year.

Vice President Ryder indicated this year is the 175<sup>th</sup> anniversary of the Borough and was wondering if Council would like to form a special committee or have other people involved from NYCHAPS. President Griffin, Vice President Ryder and Council Member Kelley indicated they would like to volunteer to be involved with the process.

#### ADJOURNMENT

Since there was no further business, Council Member Richardson moved to adjourn the meeting. Motion was seconded by Vice President Ryder. – Motion Carried. The meeting was adjourned at 7:38 PM.

Respectfully Submitted,

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Debbi L. Beitzel, Secretary/Treasurer

cc: Borough Council Members  
Mayor Snyder  
Tim Knoebel  
Mark Allshouse