

DILLSBURG BOROUGH COUNCIL MEETING
February 14, 2012 – 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, Dave Baldwin, Matt Fawber, Yvonne Laukemann and John Richardson. Also present were the following: Mayor Henry Snyder, Engineer Tim Knoebel, Borough Solicitor Mark Allshouse, Borough Manager Karen Deibler and Borough Secretary Debbi Beitzel.

The following visitors were present: YCBA and COG Representative Mark Ryder, Chief Sean Kapfhammer from the Carroll Township Police Department, Tony Baker from Citizens' Hose #1, Scott Smith from the Patriot News, Ed Ward from Penn Waste and Dillsburg Borough Resident Dave Thompson.

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

President Griffin called for an executive session after the regular session for Council Members, the Mayor and the Borough Manager only and indicated there would be no reason to reconvene to discuss contracts. Council Member Richardson moved to approve the agenda as amended. Motion was seconded by Council Member Baldwin. – Motion carried.

APPROVAL of the MINUTES

January 3, 2012 Re-Organization Meeting – Council Member Richardson stated under the nomination for Borough Secretary, Debbi Kelley should be Debbi Beitzel. Vice President Kelley moved to approve the Re-Organization meeting minutes of January 3, 2012 as amended. Motion was seconded by Council Member Richardson. – Motion carried.

January 3, 2012 Committee Meeting – Vice President Kelley stated under #17 the date should be December 31, 2011. Council Member Baldwin moved to approve the Committee Meeting minutes of January 3, 2012 as amended. Motion was seconded by Vice President Kelley. – Motion carried.

January 10, 2012 Council Meeting – Council Member Fawber moved to approve the Council Meeting minutes of January 10, 2012 as presented. Motion was seconded by Council Member Baldwin. – Motion carried.

DEPARTMENT REPORTS

Police Department Report

Chief Kapfhammer reviewed the January 2012 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 reported on the crime report for 2011 there were 11 and for 2012 there were 10; the total incidents reports filed for 2011 there were 112 and for 2012 there were 97. There were 11 accidents in 2011 and there were four in 2012. There were 41 traffic citations issued in 2011 and there were 26 in 2012.

Part I offenses for 2011 there were five with no clearances and in 2012 there were three with no clearances at this point.

Part II offenses for 2011 there were four which all four were cleared by arrest for a clearance rate of 100% and for 2012 there were seven with all seven being cleared by cleared by an arrest for a clearance rate of 100%. The overall clearance rate for 2011 was 44% and the overall clearance rate for 2012 was 70%.

Chief Kapfhammer stated the contracted hours worked were 251 hours and 37 minutes. The breakdown hours are as follows: Patrol-173 hours and 59 minutes; Foot Patrol- 2 hours and 25 minutes; Complaints-48 hours and 42 minutes; Investigations-16 hours and 34 minutes; Paper Work-6 hours and 37 minutes; and District Court- 3 hours and 30 minutes.

President Griffin asked if the Chief would comment on the email regarding the scam. Chief Kapfhammer indicated there would be an article in the Banner about it. The Police Officer Reserve Association sent something to a local business to solicit money. He stated he tried to call them and email them but hadn't gotten any response. The President of the organization has been taken to court in numerous states. Chief Kapfhammer wanted to put the warning out not to send any money to this fraudulent organization.

Council Member Baldwin mentioned there is an organization trying to sell water systems calling residents in Carroll township regarding taking water samples and making them believe there are from the township. Chief Kapfhammer indicated he would call the company and ask them if they applied for a permit.

Chief Kapfhammer indicated they submitted fingerprints in reference to some of the burglaries which took place and are just waiting for the results.

Ambulance Service Report

There was no one present to report but a report for the month of January 2012 was provided to Council and Mayor.

Fire Company Report

Citizens' Hose Fire Company #1 – Tony Baker provided a report for the month of January 2012 to Council and Mayor. He indicated for the month of January there were 32 incidents; eight (8) were in Dillsburg Borough. He also presented reports with the apparatus fails, apparatus responses, apparatus mileages and the hours of use, the incident types for all municipalities and the Borough, the membership responses and the in-house training hours for January was 96 ½ hours.

Council Member Fawber asked what AFA meant. Mr. Baker stated it meant automatic fire alarm.

Mayor Snyder asked about the furnace malfunction on page five of the report. Mr. Baker stated a furnace malfunction could be serious. When the furnace isn't burning properly it could basically cause CO carbon dioxide which could be deadly.

Manager Deibler asked what the public service call was. Mr. Baker stated it was an unknown alarm on Beaver Street. The alarm was going off for quite a few hours and wasn't enough for the monitoring service to contact 911, so a resident called 911 and found it to be an issue internally with the alarm system.

Franklinton Fire Company – There was no one present to report but a report for the month of January 2012 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 January 2012 were \$56,395.24. 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 Vice President Kelley. Council Member Richardson and Council Member Baldwin abstained - Motion carried.

Planning Commission Report

Planning Commission didn't meet in January 2012.

Dillsburg Area Authority

There was no one present to report.

Logan Park

There was no one present to report.

YCBA & COG

YCBA – Mr. Mark Ryder stated their first quarterly meeting would be held on Thursday, March 22, 2012 in Dallastown; invitations should be out in two weeks.

COG – Mr. Ryder he indicated their next meeting would be on Monday, February 27, 2012, with the new director in place.

Solicitor's Report

Solicitor Allshouse provided Council and Mayor with a written report for work performed in January 2012 and had nothing to add.

Engineer's Report

Engineer Tim Knoebel provided Council and Mayor with a written report which is an explanation of the 2012 street maintenance program and had nothing to add.

Tax Collector

Madeline Harbold wasn't present but provided a Real Estate Lien list for 2011 to Council and Mayor.

Borough Staff Report

Borough Manager Deibler provided Council and Mayor with a written report for January 2012. She indicated the Borough made it through another month with not a lot of snow.

PUBLIC COMMENT

There was none.

CORRESPONDENCE

There was none.

MAYOR'S REPORT

Mayor Snyder indicated he participated in the grand opening of the new Bakery on Saturday, February 11, 2012.

PRESIDENT'S REPORT

Community Events – President Griffin announced the following events: February 18 - The Library will be holding a Winter Madness book sale from 10 am to 2 pm. All mysteries and romance books are buy one get one free. Book prices are: \$1 for hardbacks and \$.50 for paperbacks; children’s books will be \$.25. All proceeds benefit the Library. For more information call 432-5613. The library is also in need of volunteers and during the week of February 13th to the 18th, the library will be accepting food for fines; each non-perishable food item will subtract a \$1.00 from your fine and the items will be dropped off at New Hope Ministries; February 20 – the office will closed in observance of President’s Day; February 21 - New Hope Ministries is having an Open House from 6-7 pm at the Dillsburg Center and inviting the community to visit them and learn how they help neighbors in need; February 21 – An earthquake discussion at the Library beginning at 6:30 pm – Jeri Jones of Jones Geological Service and a professor from Millersville University will be discussing the recent August 2011 5.8 magnitude tremor centered in Mineral, Virginia and the Dillsburg earthquake swarm; and March 2 - First Friday at Dill’s from 7-10 PM. Light refreshments and set-ups are provided for this BYOB event. You must be 21 years old to attend. Admission is \$10 donation to support the Tavern restoration.

President Griffin stated on behalf of Borough Council and the residents of the Borough he would like to thank Leer’s Electric for donating their time for installing the winter banners and also installing and removing the snowflakes from the poles.

COMITTEE REPORTS

Public Works Committee

- A. Discuss/Take Action – Trash Collection Bids and Contract - Council Member Anderson stated the Dillsburg Borough accepted sealed bids until 4:00 p.m. on February 7, 2012 for the Municipality’s trash and recycling collection beginning April 1, 2012. Two (2) bids were received. The bids from Waste Management & Penn Waste were opened and read aloud at the regularly scheduled Committee meeting of the Borough Council on February 7, 2012 in the Borough Office. All bids include weekly trash and recycling collection, one ‘big’ item

picked up weekly and have both quarterly and per bag or tag pricing. The details of the bids are as follows: Waste Management: \$52.35/quarter and \$5.75/bag or tag; Penn Waste: \$52.20/quarter and \$4.25/bag or tag. Council Member Anderson moved to appoint Penn Waste as the Borough of Dillsburg's contracted trash hauler for a 3 year term, beginning April 1, 2012. Motion was seconded by Council Member Fawber. – Motion carried. Ed Ward from Penn Waste thanked Council for the award and look forward to working with the Borough for another three years. Mr. Mark Ryder asked if the price was fixed for three years. Council Member Anderson stated yes. Ed Ward indicated if the disposal escalator prices increases the price could change.

- B. Discuss/Take Action – 2012 Street Repair Bids – Council Member Fawber stated on February 7, 2012, at the regularly scheduled Committee meeting, Council reviewed a list of potential repairs provided by Public Works Supervisor, Brian Gayman. They also reviewed comments and information from Borough Engineers on those suggested repairs. A decision was made as to do some repairs to North Second Street and to numerous storm water inlet drains. The cost of these repairs is estimated to be in the range of \$75,000.00. A bid document must now be created and the project must be advertised for bid. Council Member Fawber moved to authorize Capital Region Council of Governments and, if necessary, Engineers Knoebel and Begis to compile the information, create a bid item document and advertise the project for bid in regards to the Borough's 2012 street repairs. Motion was seconded by Council Member Anderson. – Motion carried.

Public Safety Committee

- A. Discuss/Take Action – Fire Police Appointment - Council Member Baldwin stated Dean Trump, Fire Police Captain, is requesting that the Borough appoint Alex McCoy as a member of the Fire Police. Alex has completed basic Fire Police class and is scheduled for more training in the future. He is also a member of the Carroll Township Auxiliary Police unit and will be an asset to the Fire Police. Council Member Baldwin moved to appoint Alex McCoy as a member of the Dillsburg Fire Police organization. Alex must take the oath of office; therefore, he must contact the Mayor or District Judge in order to be sworn in as required. Motion was seconded by Council Member Richardson. – Motion carried.

Administration Committee

- A. Discuss/Take Action – Resolution 2012-4 – Junior Council Persons - Council Member Laukemann stated the Dillsburg Borough Council seeks to educate and involve the youth of the Borough in their local government and to reach out to involve possible future members of Council to benefit both the youth and all residents of the Borough. The Junior Council Person (JCP) Program as established and fostered by the Pennsylvania State Association of Boroughs (PSAB) encourages this. Council Member Laukemann moved to adopt Resolution 2012-4 authorizing participation in the Pennsylvania State Association of Boroughs Junior Council Person program. Motion was seconded by Vice President Kelley. – Motion carried.

OLD BUSINESS

There was none.

NEW BUSINESS

There was none.

ADJOURNMENT

Since there was no further business, Council Member Richardson moved to adjourn the regular meeting. Motion was seconded by Vice President Kelley. – Motion carried. The regular meeting was adjourned at 7:31 pm.

Respectfully Submitted,

Debbi Beitzel

Debbi Beitzel
Borough Secretary

cc: Borough Council Members
Mayor Snyder
Tim Knoebel
Mark Allshouse