

DILLSBURG BOROUGH COUNCIL MEETING

MARCH 8, 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, Matt Fawber, and Kathryn Zeiders. 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 John Richardson was absent.

The following visitors were present: Tony Baker from Citizens' Hose #1, Traci Cook from Citizens' Hose #1 EMS, Michael Whitzel from Franklinton Fire Company, Chief Sean Kapfhammer from the Carroll Township Police Department, Paul Reichart from the Patriot News, YCBA and COG Representative Mark Ryder, DAA Representative Brian Radcliffe, NYCHAPS Representative Larry Klase, Dillsburg Senior Center Representative Scott Shughart, Fahd Malick and Jason Riggins representing R&S Fence Company and Dillsburg Borough Resident Leon Zeiders.

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 stated under Approval of the Minutes add 4C, Special Council Meeting held on February 8, 2011. Council Member Zeiders moved to approve the agenda as amended. Motion was seconded by Vice President Kelley. – Motion carried.

APPROVAL of the MINUTES

February 1, 2011 Committee Meeting – Council Member Baldwin moved to approve the Committee Meeting minutes of February 1, 2011 as presented. Motion was seconded by Council Member Fawber. – Motion carried.

February 8, 2011 Council Meeting – Council Member Zeiders moved to approve the Council Meeting minutes of February 8, 2011 as presented. Motion was seconded by Council Member Fawber. – Motion carried.

February 8, 2011 Special Council Meeting – Council Member Baldwin moved to approve the Special Council Meeting minutes of February 8, 2011 as presented. Motion was seconded by Vice President Kelley. – Motion carried.

DEPARTMENT REPORTS

Police Department Report

Chief Kapfhammer reviewed the February 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 February were 90, which was 15 more than the same time period last year. There were six traffic accidents for the month of February, which was the same as the same time period last year. There were 28 traffic citations for the month of February, which were 17 more than the same time period last year.

Part I offenses for the month of February, there was one incident, which was one more than the same time period last year; with a 14% clearance rate.

Part II offenses for the month of February, there were seven incidents, which was five more than the same time period last year; with a 100% clearance rate. The overall clearance rate is 70%.

Chief Kapfhammer stated the contracted hours worked was 227 hours and 16 minutes. The breakdown hours are as follows: Patrol-156 hours and 40 minutes; Foot Patrol-5 hours and 40 minutes; Complaints-55 hours and 15 minutes; Investigations-25 minutes; Paper Work-8 hours and 14 minutes; and District Court-1 hour and 2 minutes.

He indicated there were eight criminal cases cleared by arrest in February 2011.

Council Member Baldwin stated he saw an article regarding the Chief proposing the tow operators to pay a fee to be on a list. Chief Kapfhammer stated this was something he brought before the supervisors which they weren't in favor of. The reason for this was some tow truck operators complained they were on the list but weren't getting their fair share of the tows. Chief Kapfhammer indicated he felt if there was a list and to make sure the tow truck operators are getting equal share of the tows and should have to pay a yearly registration fee, make sure they are charging the citizens a fair amount for the tows and storage, and making sure their trucks are safe. Council Member Baldwin stated the Borough Council wouldn't object to the list but they aren't in favor of a fee to be paid to be on that list.

Ambulance Service Report

Traci Cook provided a report for the month of February to Council and Mayor. There were a total of 98 calls in the month of February and 25 of them were in Dillsburg Borough, which included 21 medical calls, two fire calls and two motor vehicle accidents.

She stated the new ambulance was inspected by the federation and passed. In a couple of days they should receive a letter from the Department of Health allowing them to put the ambulance in service.

Ms. Cook indicated she applied for two state grants. One was for fire reduction on the tower truck and was awarded \$11,600.00 and the other one was for EMS to purchase a second power lift for the ambulance which cost about \$12,000.00 and they were awarded \$5,300.00. Council Member Anderson asked if the power lift was being purchased. Ms. Cook stated yes, with the Borough's assistance.

Fire Company Report

Citizens' Hose Fire Company #1 – Tony Baker provided a report for the month of February 2011 to Council and Mayor. He indicated for the month of February there were 34 runs; seven in Dillsburg Borough; for a year-to-date total of 17 in Dillsburg Borough and a total of 81 for all municipalities. He also presented a report with the apparatus responses, apparatus mileages and the hours of use, the incident types for all municipalities and the Borough only, the membership responses and the in-house training hours for February.

Mr. Baker provided Council with a letter from Eric Beistline, Director of 911 Center regarding updates on the radio system.

Mr. Baker indicated he provided Council with some research regarding carbon monoxide. The packet included some safety tips identifying what CO is and some operating procedures, which showed that the fire department did what they were supposed to. Vice President Kelley asked if Council received this information. Manager Deibler stated yes, it would be discussed at next month's workshop meeting.

Mayor Snyder reminded Mr. Baker of the report which he stated he would provide to the Borough. Mr. Baker apologized for not providing the report yet.

Franklinton Fire Company – Michael Whitzel provided Council and Mayor with a monthly report and 2010 year-end reports. He indicated for the month of February there were 37 calls; two were in Dillsburg Borough, which included an automatic alarm and a smoke investigation; for a year-to-date total of 73 calls for all municipalities.

Mr. Whitzel provided and reviewed the Dillsburg Borough 2010 year-end-reports with Council and Mayor.

Mr. Whitzel reviewed the hour statistics for 2010 with Council and Mayor.

Mr. Whitzel indicated back in June 2010 they received a 50% certificate from Commissioner Mann due to 50% of the members being certified. They received \$123,000.00 in grants last year. They received a foster grant from the state and were the only company in York County to receive this grant.

Mayor Snyder asked if Franklinton Fire Company was being reimbursed fairly from Carroll Township and do all the other municipalities have engines to reciprocate. Mr. Whitzel stated Citizens' Hose receives 45% of the money and the other percentage is split between Franklinton and Monaghan Township. Mr. Whitzel stated the other municipalities with fire companies do reciprocate their services.

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 February were \$59,326.39. The Profit & Loss Budget vs. Actual Detail Report and a Cash Flow Report were also given to each Council Member and Mayor. Council Member Zeiders moved to approve the payment of all bills as presented. Motion was seconded by Council Member Baldwin. - Motion carried.

Planning Commission Report

The Planning Commission didn't meet in January 2011.

Dillsburg Area Authority

Brian Radcliffe stated they met on February 15th and there was no activity in the Borough with developments or new connections.

He indicated they received new water requirements from DEP which weren't publicized in advance that put additional water system testing and monitoring requirements on additional tests throughout the year resulting in a \$19,000.00 cost increase to monitoring.

He stated the permit for the interim waste water treatment plant upgrade has been received from DEP and the project will continue to move forward as scheduled in order to meet the new discharge limits that are effective July 2012.

Mr. Radcliffe stated the Board passed a resolution to make adjustments to the schedule fees, updates to the sewer and water metering costs, water and sewer tapping fees and the developer inspection costs.

Senior Center

Scott Shughart discussed their totals from March 2010 through February 2011. He stated there were 3,057 people who received services, served 4,253 daily lunches, and staff and volunteers delivered 3,880 meals on wheels.

He indicated they have been taking some folk art classes at the Dill's Tavern, assisted Citizens' Hose with their Farmers' Fair Fundraiser and have taken some trips to Lake Tobias and Rainbow Dinner Theater. They had a representative from the Pennsylvania Office of the Consumer Advocate talk about the elimination of the electricity rate caps and they coordinated the Farmer's Fair Senior King and Queen activities.

Mr. Shughart stated they had a numerous amount of lunch lectures regarding health related issues such as cardiovascular health, diabetes, diabetic retinopathy, services for people and families of persons with dementia and doppler vascular disease screenings. They helped with the New Years Eve pickle soup preparation for the community. He indicated they have been doing some Wii bowling with the folks at the Schartner House and Green Meadows. They hosted the step n' woofs, which is a routine of dancing with dogs. Life isn't complete until you have seen the step n' woofs.

Mr. Shughart indicated they continue to be at odds with the County regarding the reimbursement system for lunch service. He stated they compared a six month time period before the County Aging Office implemented their new incentive based systems with a six month time period after the new system and are down approximately \$7,000.00 annually. This is in spite of tripling the amount of meals that have been served. The contention with the County is the system they developed is unfairly weighted to benefit urban areas and disadvantages rural areas. He provided an example: If a center averages 23 lunches per day, the monthly reimbursement is \$417.00; if a center averages 46 lunches per day, the monthly reimbursement is \$2,604.00. The County sees this as an incentive system that rewards performance but in essence what it is doing is making rural areas greatly outperform. Council Member Zeiders asked if Dillsburg Borough was the only municipality fighting this issue. Mr. Shughart stated no, some of the other rural municipalities have been defunded a few years ago and lost their funding entirely. Council Member Anderson asked in Mr. Shughart's own opinion, were they trying to dump Dillsburg Senior Center. Mr. Shughart stated he could speculate about this.

Council Member Anderson asked if it's time the Borough steps in and helps. Mr. Shughart indicated it is getting closer. He indicated it creates a disincentive for the centers that are benefiting from this to complain about the system. Mr. Shughart stated the benchmarks are going to be increased even further. Beginning in July 2011, in order to have a contract, the senior centers will need to serve 18 lunches per day, but to receive any reimbursement they will need to serve a minimum of 24 lunches per day. If we fall below that number, the center will lose an additional \$5,000.00 a year.

Council Member Baldwin asked how the Dillsburg Senior Center compares to Adams, Cumberland and Perry Counties. Mr. Shughart stated the sense he got from Cumberland County is the same emphasis on daily lunches is not put in place.

Council Member Anderson indicated if the Dillsburg Senior Center loses their funding the Meals on Wheels would go out of business. Mr. Shughart stated that would only happen if the center would lose their contract with the County; we could still have a contract with them but lose the funding for serving daily lunches. Council Member Anderson asked what the contract gives to the center. Mr. Shughart stated the center gets reimbursed a certain amount for each meal that is delivered or attempted to be delivered. Mr. Shughart stated if the center loses their contract with the County, they would no longer have obligations to deliver Meals on Wheels, to serve daily lunches and no reporting requirements; we would be a stand alone private entity. Council Member Zeiders asked if the County has any alternatives for the Dillsburg Center. Mr. Shughart stated there are some possibilities; they could become a lunch site only. Vice President Kelley asked if they would have a different minimum requirement. Mr. Shughart stated they get reimbursed for the number of lunches served; but he wasn't sure if there is a minimum requirement. Vice President Kelley asked if the Meals on Wheels lunches go toward the minimum requirements. Mr. Shughart stated no.

Council Member Anderson asked how the Borough Council could help. Mr. Shughart stated they are heading towards having a lengthy discussion with the County about this issue and when this occurs, he would let Council know.

NYCHAPS

Larry Klase stated they recently applied for a permit to erect an old barn between the tavern and the Uni-Mart. The barn would serve as a stable area and for agricultural projects.

He indicated they are looking into putting up a combination storage shed and smoke house.

He stated there are some new board members that are very interested in getting more of an agricultural presence at the tavern.

Mr. Klase indicated the museum is open.

He stated the last First Friday will be on April 1st and would feature the Celtic Trio.

He stated they are preparing for the PickleFest and PublicTyme in May. The Greatest Generation will be held in August would include WWII re-enactors and the Will Fisher Orchestra would be performing in the evening. The entire presentation of music will revolve around 1941. Council Member Anderson asked what the date for this event was. Mr. Klase stated August 13th.

Council Member Anderson asked if the Myers' sign was received. Mr. Klase stated yes.

He stated there are two other programs which will occur this year. One is Tavern Days at Dills which is a two day event where a series of classes are taken and includes a hearth cooked meal and a colonial dance. He indicated more information is on the Dill's Tavern website. The other program is a youth camp being held the last week in July. This is a week long day camp. Council Member Anderson asked what the youth would be doing. Mr. Klase indicated they would be doing some folk craft and some colonial history type things. He stated there are a lot of activities scheduled and for more information to check the Dill's Tavern website.

YCBA & COG

YCBA - Mark Ryder indicated they will meet in West York on March 24th at 6:30 pm. The guest speaker will be Eric Beistline, York County Executive Director of 911.

COG – Mark Ryder stated the COG has about 39 members strong however; they are struggling because most municipalities don't attend the meetings. The guest speakers at the last meeting, which was on February 21st, were from Hoffman Ford and Penske Truck Leasing from Reading. They can meet Costar pricing and offer free delivery.

Mr. Ryder indicated they have lost their executive assistant director due to personal family reasons. The new assistant director is Ann Simmoneti from Marysville Borough Council.

Mr. Ryder indicated the auction is scheduled for July.

He reminded everyone that the PSAB 100th anniversary is coming up.

Solicitor's Report

Solicitor Allshouse provided Council and Mayor with a written report for work performed in February 2011 and had nothing to add.

President Griffin asked if there was any progress on #2. Solicitor Allshouse stated not since the letter was written.

Vice President Kelley asked what #4 had to deal with. Solicitor Allshouse stated the manager had a tax related question.

Engineer's Report

Borough Engineer Mike Begis provided Council and Mayor with a written report for work performed in February 2011 and had nothing to add.

Tax Collector

No reports provided.

Borough Staff Report

Borough Manager Deibler provided Council and Mayor with a written report for February 2011 and had nothing to add.

PUBLIC COMMENT

Michael Whitzel, 206 Keystone Alley, indicated he was pleased to see the Borough was moving forward and purchasing property. He also was glad to see something being done at the old Myers grocery store.

CORRESPONDENCE

There was none.

MAYOR'S REPORT

Mayor Snyder requested the Borough Manger to have the Borough Engineer take a look at Ridgeview Drive which has a paving crack at least a mile long and have it repaired either in-house or done by an outside source.

PRESIDENT'S REPORT

President Griffin announced the following events: March 25 – Color the Town Purple which is being sponsored by Relay for Life. If anyone is interested they should contact the

Borough Office; April 1 – Is the last First Friday at Dill’s Tavern from 7-10 PM featuring The Celtic Trio. This is an over 21 BYOB event. Admission is \$10; April 9&10 – Is the opening weekend for Dill’s Tavern and Maple Shade Barn with tours and events with a special weekend of extended hours on April 9 (10 am to 4 pm) and April 10 (noon to 4 pm); April 9&10 - Hop Thru the Shops which is a benefit for the Krux Student Center. Tickets are \$5.00 Shop at any participating stores and you will receive a 10% discount off purchases with the presentation of your ticket. The participating stores are Maple Shade Barn, Spring House Antiques, Bay Leaf Botanicals, Inc., The Blossom Shop, Antiques on Baltimore, The book House, Country Collectibles, Herr’s Antiques and Soho Computers. As an added bonus, if you visit all stores you would be entered into a drawing for a Dillsburg Shop Tour Gift Basket. For more information, contact Diane Werner at 717-432-4480; April 10 – There is a Concert at the High School Auditorium at 7:00pm to benefit Filey’s Christ Lutheran Church rebuilding project. Tickets are \$10 for adults and \$5 for children 12 and under. For ticket information contact triMforfileys@gmail.com; March 21 – The library is having a Teen Program from 6-8 pm to make key chains and bracelets; Storytime for preschoolers is from 10:30-11:00 am on Tuesday mornings at the library and the library is in dire need of volunteers to fill permanent and on-call shifts. If anyone is interested in volunteering at the library they should contact Larry Day at 432-5613.

COMITTEE REPORTS

Public Works Committee

- A. Discuss/Take Action – R&S Fencing Request - Council Member Anderson stated R & S Fencing submitted a plan to the Borough for the old mill property located off of North Second Street. As in the past, the property is currently being used by the owner for storage. R & S plans on purchasing the property and using it strictly for storage as well and is requesting the use continues to be grandfathered and a land development plan will not be required until usage is changed. The plan was reviewed by Planning Commission on February 2, 2011. Planning Commission recommended the Borough Council consider this to be a grandfathered usage on this property and that the long term intended usages could expand the use beyond the storage only facility. At such time as that use would change the applicants would then need to come back to the Borough with a Land Development Plan to proceed further. Council Member Anderson moved to approve, with the stipulation that Bomar Alley should not be used for delivery purposes, R & S Fencing’s request to acknowledge storage as a grandfathered use and not require a land development plan until there would be a usage change. Motion was seconded by Council Member Fawber. – Motion Carried.
- B. Discuss/Take Action – 2011 Street Repairs – Council Member Fawber stated on March 1, 2011 at the regularly scheduled Committee meeting, Council reviewed a list of potential repairs provided by Public Works Supervisor Brian Gayman. Borough Engineers from KPI also reviewed the suggested repairs. A decision was made as to what repairs would be completed in 2011. Council agreed that micro-surfacing to Impala, Corvair and Belair Drives and parts of Bomar, Locust, Keystone and Daisy alleys be performed. Other miscellaneous maintenance will be performed as costs allow. The micro-surfacing company, Asphalt Paving System (APS), was contacted

and an estimate of \$38,088.33 was provided to the Borough, along with contract documents. This estimate is based on bid figures accepted by the Capital Area Council of Governments for their members. Council Member Fawber moved to authorize Council President Griffin to sign the contract with APS for a total of \$38,088.33. Motion was seconded by Council Member Anderson. – Motion Carried.

Public Safety Committee

Council Member Baldwin had nothing to report.

Administration Committee

- A. Discuss/Take Action – Resolution 2011-2 – Authorizing the destruction of any and all Borough Meeting tape recordings - Council Member Zeiders stated Dillsburg Borough Council must retain a permanent record of the minutes of any and all open meetings of the Borough. Tape recordings shall be made of each meeting as an administrative aid. The Borough Secretary shall provide each Council Member with a written copy of minutes for each meeting within 45 days. Borough Council shall review and approve meeting minutes as the permanent record at the next succeeding meeting. The permanent record shall be comprehensible and complete. The permanent record must also contain the date, place and time of the meeting, the names of all in attendance, the substance of discussions and all actions and votes taken. Council Member Zeiders moved to approve Resolution 2011-2, authorizing the destruction of any and all borough meeting tape recordings following approval and acceptance of the written minutes as the permanent record. Motion was seconded by Vice President Kelley. – Motion carried.
- B. Discuss/Take Action – Community Park Lease – Vice President Kelley stated Dillsburg Borough has the opportunity to lease one of the last parcels in the Borough suitable for green space and a community park. After reviewing all information collected by the staff and solicitor on the available parcel, Council believes that this acquisition would be good for the Borough and residents. The Borough can lease the property, with numerous improvements, from the current owner, Hershey Command Center LLC, for up to such 102 months, with the option to purchase at any time. The full amount of the lease principal payment will go against the purchase price of the property and in the mean time the Borough can continue to apply for acquisition grants. Vice President Kelley moved to authorize that the Borough enter into a 102 month lease agreement, which includes an option to purchase at any time, with Hershey Command Center LLC for the 5.5 acre parcel, along with improvements, located off of South Chestnut Street in the Borough. Payments will be \$6,000.00 per month once a deposit of \$24,000.00 is made. Motion was seconded by Council Member Zeiders. – Motion carried.

OLD BUSINESS

There was none.

NEW BUSINESS

There was none.

ADJOURNMENT

Since there was no further business, Council Member Zeiders moved to adjourn the regular meeting. Motion was seconded by Vice President Kelley. – Motion carried. The meeting was adjourned at 8:04 PM.

Respectfully Submitted,

Debbi L. Beitzel

Debbi L. Beitzel, Secretary/Treasurer

cc: Borough Council Members
Mayor Snyder
Tim Knoebel
Mark Allshouse