

DILLSBURG BOROUGH COUNCIL MEETING
MARCH 11, 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, Yvonne Laukemann and Junior Council Member Carissa Martin. Also present were the following: Mayor Wendell Hollinger, Borough Engineer Tim Knoebel and Borough Secretary Debbi Beitzel. Borough Manager Karen Deibler and Borough Solicitor Mark Allshouse weren't present.

The following visitors were present: Chief Thomas Wargo from the Carroll Township Police Department, Scott McClintock and Ed McCoy from Citizens' Hose Fire Co. #1, Traci Cook from Citizens' Hose EMS, Paul Christophel from West Shore EMS, YCBA and COG Representative Mark Ryder, DAA Representative Brian Radcliffe, NYCHAPS Representative Larry Klase, New Hope Ministries Representative Laurie Wentzell, Senior Center Representative Scott Shughart, and Tricia Kline from the Patriot News. Also present was Dillsburg Borough Resident Jeff Shultz

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.

APPROVAL of the AGENDA

Vice President Kelley requested under Administrative Committee, #13B DAA Appointment be added to the agenda. Vice President Kelley moved to approve the agenda as amended. Motion was seconded by Council Member Griffin. – Motion carried.

APPROVAL of the MINUTES

February 4, 2014 Committee Meeting – Council Member Fawber moved to approve the Committee Meeting minutes of February 4, 2014 as presented. Motion was seconded by Council Member Baldwin. – Motion carried.

February 11, 2014 Council Meeting – Council Member Griffin moved to approve the Council Meeting minutes of January 14, 2014 as presented. Motion was seconded by Council Member Baldwin. – Motion carried.

DEPARTMENT REPORTS

Police Department Report

Chief Wargo reviewed the February, 2014 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 February 2014, there were 90 calls for service for a year-to-date total of 191. There were seven (7) traffic accidents in February 2014 for a year-to-date total of 14 and the officers issued a total of 23 traffic citations in February 2014 for a year-to-date total of 53.

Part I offenses for February 2014, there was an overall clearance rate of 100%. Part II offenses for February 2014, there was an overall clearance rate of 83%. The combined clearance rate was 87% for Part I and Part II offenses.

The contracted hours were right on schedule for the year.

Chief Wargo indicated last Monday, Traci Cook from Dillsburg EMS advised them that the AED's were going to be obsolete at the end of the year. It would be in the neighborhood of \$8,000.00 to replace them. Within days of receiving this news, a Carroll Township resident donated \$8,500.00.

Ambulance Service Report

Traci Cook reviewed the February, 2014 EMS report with Council and Mayor. She indicated there were 121 calls; 27 were in Dillsburg Borough which included 26 medical calls and one motor vehicle accident.

Ms Cook and Mr. Christophel wanted to thank Council for giving them the opportunity to speak at their workshop session last week. She stated effective April 1st at 7:00 am, they will be starting a MICU (Mobile Intensive Care Unit) Unit, which will be their 24/7 first new truck. The second BLS unit will remain Monday through Friday from 8:00 am to 4:00 pm.

Fire Company Report

Citizens' Hose Fire Company #1 – Scott McClintock provided a report for the month of February 2014 to the Council and Mayor. Mr. McClintock indicated for the month of February 2014 there were 35 incidents; four (4) were in Dillsburg Borough which included two medical calls, one automatic fire alarm and one motor vehicle accident.

Franklinton Fire Company – No representative was present but Council and Mayor were provided with a written report for February, 2014, in their packets.

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 2014 were \$66,683.59. 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. President Richardson and Vice President Kelley abstained. - Motion carried.

Planning Commission Report

Planning Commission didn't meet in February 2014.

Dillsburg Area Authority

Brian Radcliffe reported on the February 18th Board Meeting. He stated they approved replacing the East York Street water main as part of the reconstruction project. Vice President Kelley asked if that was what DAA was doing today. Engineer Knoebel stated part of the sewer line needed repaired.

Community Groups

NYCHAPS – Larry Klase indicated every two weeks they do a count on their website and Facebook pages; they are averaging 600 hits every two weeks.

Mr. Klase mentioned some of the upcoming events: Local Boy Scout Troop weekend next month, on March 29, Early American Game Day, Dillsburg Elementary Seconded Graders, 1st week of May is the Quilt Week event at Maple Shade Barn, May 10, Publik Tyme, Summer History Camp, March 15, Maple Syrup Boil, and some bus tour coming to the buildings.

New Hope Ministries - Laurie Wentzell stated they worked with 87 different families with their children and youth afterschool programs; they are looking for community service activities for this summer. In the last six months they have provided services for 475 households; averaged 250 households per month. Fifty three of these households were first timers; which is over 11%. Seventy-nine percent of their total households needed assistance in order to be able to provide sufficient food for their household. To meet the need, they distributed over 62,500 pounds of food and toiletries through the Dillsburg Center. They assisted by referral or by directly paying the bill; twenty-eight different households with utilities, forty with housing, four with health related needs and thirty-nine with transportation needs.

She stated they put strong emphasis on their stability and self sufficiency programming, the number of those that attended the financial literacy program doubled, the amount of employment assistance they provided was four times the previous year.

Ms. Wentzell stated their GED program is free and includes preparation classes and provides their commitment to find a tutor and pay the cost of the testing. They are starting a nurse assistance training program; which includes three weeks of training plus three weeks of clinical and leads to a certification. They will be increasing the follow-up efforts with the various people they have worked with, which were looking for jobs. She indicated they are hoping to have a soft skill employment program which gears more to personal hygiene, appearance, attitudes toward work, work ethics and so forth.

She indicated their Walk for Hope is scheduled for Sunday, April 27th, with registration beginning at 1:30 pm at Logan Park.

Ms. Wentzell wanted to publicly thank the Pickle Nickel and Al's Pizza for providing food for the after school program. She also thanked Borough Council for their continued support.

Senior Center – Scott Shughart discussed their totals for the last six month. He stated they had served 3,465 daily lunches and delivered 3,153 meals on wheels. The meals on wheels totals will be increasing because the County is sending enough meals for people to receive seven meals a week instead of five.

Mr. Shughart indicated some of the trips included: Allenberry, the Farm Show, and the I-Max. He indicated some of the programs included: Updates to Medicare, Life Settlement issues, Homeland Hospice, Social Security updates, fall prevention program with AARP, country music concert, DJ, harp and hand bell concert, and offered ultrasound vascular screening. Some of the service projects included: prepared apple pies for Farmers Fair coordinated Senior King and Queen Ceremony and made pickle soup for New Years Eve.

President Richardson asked how they were making out with the County. Mr. Shughart indicated last time they were present, the Senior Center had lost the contract. The Center had enlisted the advocacy of Representative Mike Regan; was able to get the contract restored. The Center is considered a satellite Senior Center. On an annualized basis the Center can expect

\$30,000.00 a year from the County; the most was \$49,000.00. Vice President Kelley asked if the Center was meeting the daily lunch totals. Mr. Shughart stated the contract was restored on October 1st, they hit the 30 lunches required in October November and December. The Center didn't meet their quota in January and February; but the County is giving the Centers a pass due to the weather.

Mr. Shughart updated they are looking for volunteers to deliver meals on wheels. Council Member Anderson asked if the volunteers were reimbursed for the fuel they used. Mr. Shughart stated the volunteers donate their time and fuel.

Mr. Shughart thanked Council for their continuing support.

YCBA & COG

COG – Mr. Ryder indicated the next meeting will be held on March 17, 2014 at 7:00 pm. He indicated they had a quorum last month and are doing better: bills are being paid, bids are going out. They have good managers' meetings and seminars.

YCBA – Mr. Ryder indicated the next meeting will be held in Dallastown on March 27, 2014.

Solicitor's Report

Solicitor Allshouse wasn't present but provided the Council and Mayor with a written report for February, 2014.

Engineer's Report

Engineer Knoebel provided the Council and Mayor with a written report for February, 2014. He stated they spent most of their time getting everything ready to go for East York Street. In addition they reviewed some of the changes to the floodplain maps with the effective property owners and received plans for the Winfield Development, which the PC will meet later this month.

Tax Collector Report

Debbi Beitzel provided the Council and Mayor with a written report with the beginning balance for 2014 taxes.

Borough Staff Report

Borough Manager Deibler provided the Council and Mayor with a written report for February, 2014.

PUBLIC COMMENT

Ed McCoy, Deputy Fire Chief thanked the Council and Manager for their contribution towards the new ladder truck.

CORRESPONDENCE

There was none.

MAYOR'S REPORT

Mayor Hollinger informed everyone there will be a ribbon cutting ceremony on Saturday, March 22nd at the Maintenance Barber Shop owned by Al Kauffman around 8:00 am.

PRESIDENT'S REPORT

President Richardson thanked the public works department and staff for doing an outstanding job with the snow removal.

He also reminded everyone if they haven't signed up to walk for New Hope for their Walk for Hope to do so or do sponsor someone.

COMITTEE REPORTS

Public Works Committee

A. Discuss/Take Action – 2014 East York Street Bids - Council Member Anderson stated the Borough received four (4) bids which were opened at the advertised, public meeting held on Friday, March 7, 2014, at 12:00 pm in the Borough Office building located at 151 S Baltimore Street. The Borough received bids from Hempt Brothers, Inc. with a bid of \$296,591.15, Rogele, Inc. with a bid of \$194,873.20, Lobar Associates with a bid of \$273,818.65 and C.E. Williams Sons, Inc. with a bid of \$210,550.00. All bids have been reviewed by the Borough Engineers of KPI Technology and Solicitor Allshouse will review all bonding information. Council Member Anderson moved to accept the bid of \$194,873.20 received from Rogele, Inc., the lowest responsive bidder, subject to demonstration of qualifications, bonding and insurance review, and authorize the manager to sign the contract. Council Member Laukemann seconded the motion. Motion Carried unanimously.

Engineer Knoebel stated there was one other potential bidder, but they got delayed in traffic. He indicated there was a prepared detailed bid tabulation which is available for review. Engineer Knoebel stated there was a meeting with the property owners fronting East York Street over the past month, the turnout was good and was a positive meeting. He stated there will be activity on East York Street beginning tomorrow; DAA will work through March and the Borough work will start in April. He stated there will be street closures at time and there will be some pre-construction meetings before the Borough work starts. The working hours will be from 7:00 am and 5:00 pm. Vice President Kelley asked Chief Wargo and Ed McCoy if they see any issues with the street being closed. Mr. McCoy no stated no as long as they are told. Engineer Knoebel indicated there would be access for emergency purposes; just no public travel during the project.

Public Safety Committee

Neither Council Member Fawber nor Baldwin had anything to report.

Administration Committee

A. Discuss/Take Action – Tax Exoneration Request - Council Member Griffin stated the Borough had received a Tax Exoneration request for Real Estate Taxes for the next five years under the Disabled Veterans Real Estate Tax Exemption Program from the Pennsylvania Department of Military and Veterans Affairs and the Borough resident. The request has been designated Tax Case #2014-V1. The request has been reviewed by the Council. Council Member Griffin moved to grant the request for only the 2014 Real Estate Tax exoneration for Tax Case #2014-V1 and not the five years suggested by the Pennsylvania Department of Military and Veterans Affairs and the resident. Motion was seconded by Vice President Kelley. – Motion carried.

- B. Discuss/Take Action – DAA Board Appointment – Vice President Kelley stated currently, there is a vacancy on the Dillsburg Area Authority Board. Council has reviewed the names of available persons and has selected Mr. Eugene Fisler of 22 Greenbrier Lane to fill the vacant position which has a term ending date of December 31, 2018. Vice President Kelley moved to appoint Gene Fisler to the vacant position on the Dillsburg Area Authority Board to fill the remainder of the term that expires on December 31, 2018. 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 Vice President Kelley. – Motion carried. The regular meeting was adjourned at 7:44 pm.

Respectfully Submitted,

Debbi L. Beitzel

Debbi Beitzel
Borough Secretary

cc: Borough Council Members
Mayor Hollinger
Tim Knoebel
Mark Allshouse