

# **DILLSBURG BOROUGH COUNCIL MEETING**

**APRIL 9, 2013 – 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, John Richardson and Yvonne Laukemann and Junior Council Member John Zook. Also present were the following: Borough Secretary Debbi Beitzel. Junior Council Member T.J. Peters, Mayor Henry Snyder, Borough Manager Karen Deibler, Borough Engineer Tim Knoebel and Borough Solicitor Mark Allshouse weren't present.

The following visitors were present: Gene Baptisti from the Carroll Township Police Department, Edward McCoy from Citizens' Hose Fire Company #1, YCBA and COG Representative Mark Ryder, Mary Lou Bytof from the Dillsburg Banner, Tricia Kline from the Patriot News and Dillsburg Borough Residents Wendell Hollinger, Jeff Walters and Jeff Shultz.

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

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

## APPROVAL of the MINUTES

March 5, 2013 Committee Meeting – Council Member Baldwin moved to approve the Committee Meeting minutes of March 5, 2013 as presented. Motion was seconded by Vice President Kelley. – Motion carried.

March 12, 2013 Council Meeting – Council Member Richardson moved to approve the Council Meeting minutes of March 12, 2013 as presented. Motion was seconded by Council Member Fawber. – Motion carried.

## DEPARTMENT REPORTS

### Police Department Report

Gene Baptisi, Records Officer of Carroll Township Police, reviewed the March 2013 Dillsburg Borough Police Report with Council. 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. He indicated for the month of March 2013, there were 89 calls for service; of those calls three were criminal investigations, 14 traffic accidents, four of which were reportable and ten were non-reportable and the officers issued a total of 23 traffic citations. He indicated criminal cases for March 2013 included one theft, one vandalism and one DUI; one theft was cleared from the previous month. He indicated the first quarter totals were as follows: 210 calls

for service, of those calls 13 were criminal investigations, 22 traffic accidents, six of which were reportable and 16 were non-reportable and the officers issued a total of 122 traffic citations. The clearing rate for both Parts I and II offenses for the quarter was 61%.

#### Ambulance Service Report

There was no representative present but a report for the month of March 2013 was provided to the Council and Mayor.

#### Fire Company Report

**Citizens' Hose Fire Company #1** – Ed McCoy provided a report for the month of March 2013 to Council and Mayor. He indicated for the month of March 2013 there were 52 incidents; 15 were in Dillsburg Borough which included five medical assists, five motor vehicle accidents, and one automatic fire alarm.

Ed McCoy indicated the apparatus has been certified; the ladder truck is back in service. The rescue pumper has been re-inspected as well as the ladders have been certified and every bit of hose has passed certifications.

Council Member Laukemann asked if a representative from the fire company will be attending the PickleFest meetings. Mr. McCoy stated he is one of the contact people and due to his job his meeting attendance is a hit or miss. Council Member Laukemann asked if there was anything they were bringing. Mr. McCoy stated they are bringing the Bounce House and possibly the safety house. Council Member Laukemann asked about the ladder truck for giving rides. Mr. McCoy stated due to the age of the apparatus, he would rather keep it for emergency use only. He asked Secretary Beitzel to email him the date and time of the next PickleFest meeting.

**Franklintown Fire Company** – Michael Whitzel provided a report for March 2013 to Council and Mayor but wasn't present.

#### 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 March 2013 were \$119,277.20. 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. Council Members Anderson and Richardson abstained. - Motion carried.

#### Planning Commission Report

Planning Commission didn't meet in March 2013.

#### Dillsburg Area Authority

There was no representative present.

#### YCBA & COG

COG – Mr. Ryder indicated he attended the meeting held March 18, 2013 at Hampden Township. There was no quorum therefore no business was conducted.

YCBA – Mr. Ryder indicated he attended the meeting held on March 21, 2013 in Red Lion; County DA Tom Kearny was the keynote speaker. He indicated the next meeting will be held on June 27, 2013 beginning at 6:30 pm at Lake Redman. He stated they are working on the September meeting, which is in Dover and the banquet in November.

He mentioned the COG auction is being held on the third Wednesday in July.

#### Solicitor's Report

Solicitor Allshouse wasn't present and no written report was provided for March 2013.

#### Engineer's Report

Engineer Knoebel wasn't present and a written report was provided for March 2013.

#### Tax Collector

Debbi Beitzel provided the Council and Mayor with a written report for taxes paid, sent out and exonerated in March 2013. Council Member Richardson asked the residents that change occupation are checked out. Mrs. Beitzel stated they must provide proof of income or letter from employer indicating such change.

#### Borough Staff Report

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

#### PUBLIC COMMENT

Mark Ryder asked what the completion date was for the curbs. Council Member Richardson stated Penn Dot controls the time and speed table.

#### CORRESPONDENCE

There was none.

#### MAYOR'S REPORT

Mayor Snyder wasn't present.

#### PRESIDENT'S REPORT

Community Events – President Griffin announced the following events: April 11 - There will be a book discussion at the library beginning at 6:30 pm and is on the book entitled: "Into the Wild"; April 13 – Is the Baseball and Softball Opening Day Parade beginning at 9:00 AM starting at the intersection of North Baltimore Street and East Welty Avenue and continues along Baltimore Street and then turns at Ace Hardware Store onto Krall Field Complex; April 13 – Citizens' Hose Fire Company #1 will be holding a pancake breakfast from 7:00 AM to noon; April 13 – There is a class at Dills' Tavern on Introduction to Hearth Cooking. Course fee is \$75.00 and for more information call NYCHAPS at 502-1440; April 14 - Franklinton Fire Company will be having a Ham Dinner from 11:00 Am to 1:00 PM. The dinner is open to the public and cost is \$9 for adults' and children 6-12 is \$4.50. Take-outs welcomed; April 16 – The library is sponsoring a program on Couponing

beginning at 6:30 PM and if interested call the Library at 432-5613; April 20-21 – NYCHAPS is sponsoring a class on Bread, Butter & Bake Ovens. Course fee is \$150.00. No experience necessary; April 20 - NYCHAPS is holding an American Girl Doll Bingo at the Franklinton Fire Hall beginning at 2:00 PM. Doors open at 12:30 pm. Tickets are \$20 in advance and \$25 at the door. If interested contact NYCHAPS at 502-1440; April 27-28 – There is a class for “Making a Hunting Knife for Young Men”. The class is limited to 4 students and the cost is \$100. If interested call Sam McKinney at 432-4553; April 28 – The VFW is holding a Thirty-One bag bingo. Doors open at 11:30 am and the cost is \$20 in advance and \$25 at the door. No children under the age of 18 allowed. For more information call the VFW at 432-9918; May 11 - Publick Tyme & PickleFest from 8:00 am to 3:00 pm. Event is held at the corners of Greenbrier Lane and Harrisburg Pike. For more information call the Borough at 717-432-9969.

## COMITTEE REPORTS

### Public Works Committee

- A. Discuss Take Action – 2013 Street Maintenance Bids – Council Member Fawber stated the Second Street Work – The CAPCOG bid results are in. The Borough received 3 valid bids: Handwerk - \$ 60,439.11; Kinsley Construction - \$ 51,266.40 and Pennsy Supply - \$ 50,960.25. Council Member Fawber moved to accept the lowest bid received from which is from Pennsy Supply in the amount of \$50,960.25, subject to review of the bonding and insurance, and authorized the manager to sign the contract. Motion was seconded by Council Member Anderson. – Motion carried.
- B. Discuss Take Action – Handicap Ramp Installations Grant – Council Member Anderson stated in 2011, Dillsburg Borough Council passed Resolution 2011-4 approving the submission of three applications for funding to the York County Planning Commission between 2012 and 2014. The Borough’s application for handicap ramp installations is said to be approved for the amount of \$45,000.00. A bid document needs to be created and the project must be advertised for bid before the grant funds can be used. Council Member Anderson moved to authorize KPI Technology Engineers to compile the information, create a bid item document and advertise the project for bid once the grant contract has been signed. Motion was seconded by Council Member Fawber. – Motion carried.

### Public Safety Committee

Council Members Baldwin nor Richardson had anything to report.

### Administration Committee

- A. Discuss Take Action – Tax Exoneration Request – Council Member Laukemann stated the Borough has received a Tax Exoneration request for 2013 Per Capita and Occupation Taxes from Tax Case #2013-3. The request has been reviewed by the Council, as well as by the Borough Manager and the Tax Collector, who concur that the applicant has met the requirements for tax exoneration. Council Member Laukemann moved to grant the request for 2013 Per Capita and Occupation Tax exoneration for Tax Case #2013-3 as submitted. 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 7:23 pm.

Respectfully Submitted,

*Debbi L. Beitzel*

Debbi Beitzel  
Borough Secretary

cc: Borough Council Members  
Mayor Snyder  
Tim Knoebel  
Mark Allshouse