

DILLSBURG BOROUGH COUNCIL MEETING
APRIL 12, 2011 – MINUTES
7:05 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, John Richardson and Matt Fawber. 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 Kathryn Zeiders was absent.

The following visitors were present: Tony Baker from Citizens' Hose #1, Brad Glenn and Dawn Wilson 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, Mary Lou Bytoff from the Banner, Dillsburg Planning Commission Representative Paul Eurich, and Dillsburg Borough Residents Jeff Beitzel, Deb Baker, Lowell Heikes, Alyce and George Jackson.

The meeting was called to order by Council President Griffin at 7:05 PM followed by the Pledge of Allegiance to the flag and the invocation.

APPROVAL of the AGENDA

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

APPROVAL of the MINUTES

March 1, 2011 Committee Meeting – Mayor Snyder stated he wanted to make a change to Item #6 Hatch Act Concern, the third sentence should read “Mayor Snyder stated that he is not covered under that Hatch Act either. He retired from PennDot in 2004 and is currently employed part-time in private industry.” Council Member Baldwin moved to approve the Committee Meeting minutes of March 1, 2011 as amended. Motion was seconded by Council Member Fawber. – Motion carried.

March 8, 2011 Council Meeting – Council Member Baldwin moved to approve the Council Meeting minutes of March 8, 2011 as presented. Motion was seconded by Council Member Richardson. – Motion carried.

DEPARTMENT REPORTS

Police Department Report

Chief Kapfhammer reviewed the March 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 reported on the crime report for 2010 were 26 and to date for 2011 were 23; the total incidents reports filed for 2010 were 267 and to date for 2011 were 305. There were 15 traffic accidents in 2010 and to date in 2011 there were 25. There were 76 traffic citations issued in 2010 and to date in 2011 there were 92 issued.

Part I offenses for 2010 there were eight which five were cleared by arrest for a clearance rate of 62% and to date for 2011 there were nine which two were cleared by an arrest with a 25% clearance rate.

Part II offenses for 2010 there were eighteen which fourteen were cleared by arrest for a clearance rate of 77% and to date for 2011 there were fourteen which all fourteen were cleared by an arrest with a 100% clearance rate. The overall clearance rate was 65%.

Chief Kapfhammer stated the contracted hours worked was 251 hours and 37 minutes. The breakdown hours are as follows: Patrol-180 hours and 7 minutes; Foot Patrol-7 hours and 21 minutes; Complaints-52 hours and 51 minutes; Investigations-6 hours and 45 minutes; Paper Work-2 hours and 30 minutes; and District Court-2 hours and 3 minutes.

He indicated there were four criminal cases cleared by arrest in March, 2011.

President Griffin asked the status of the auxiliary police meeting. Chief Kapfhammer stated it went well, there are eleven applicants and the training will begin on Thursday, April 14th. He indicated he would like to get the training done as quickly as possible in order to get the applicants out on the road; two would be assigned to the Borough’s business district walking foot patrol.

President Griffin asked if anyone had contacted him regarding the additional damage done at Quay Park. Chief Kapfhammer stated no and asked what type of damage was done. President Griffin stated vandalism to the gazebo. Vice President Kelley indicated repairs had been done previously and have since been vandalized again. Chief Kapfhammer asked when the last incident was. Council Member Richardson stated within 45 days ago. Chief Kapfhammer indicated he would include Quay Park as part of the foot patrol and have the officers pay special attention to the park. He asked if there was significant amount damage. President Griffin stated yes, the gazebo was really damaged. President Griffin indicated Borough Council feels it is being vandalized when the children are coming home from school.

Council Member Anderson asked if the auxiliary police force would be working during the evening hours as well as the daylight hours. Chief Kapfhammer stated yes, they would probably be working mostly in the evening hours since they go to school or have other jobs. Council Member Anderson asked if there was any potential need or advantage to having some of them on bicycles. Chief Kapfhammer stated it’s not a bad idea; however they don’t have any bicycles at this time.

Council Member Anderson indicated he had some concerns with these police not being trained as well as regular patrolmen and he had read in the paper that these officers would be capable of making arrest. Chief Kapfhammer stated he never stated this and according to the law, they will have the same authority as active police officers, but the

authority won't be given to them. Manager Deibler asked if the auxiliary police would be able to hand out parking tickets. Chief Kapfhammer stated yes and asked the Borough to give him a list where they would like them to enforce the parking issue.

Ambulance Service Report

Brad Glenn provided a report for the month of March to Council and Mayor. There were a total of 105 calls in the month of March and 25 of them were in Dillsburg Borough, which included 20 medical calls, four fire calls and one motor vehicle accident.

He indicated the new ambulance was placed into service on March 17th, now giving the department three ambulances; two could be in service during the day depending on the staffing and the third one primarily for standbys.

He indicated if there were any questions, Council could contact Traci by email.

Fire Company Report

Citizens' Hose Fire Company #1 – Tony Baker provided a report for the month of March 2011 to Council and Mayor. He indicated for the month of March there were 43 runs; twelve were in Dillsburg Borough; for a year-to-date total of 29 in Dillsburg Borough and a total of 125 for all municipalities. He also presented reports with the 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 March and the year-to-date training hours. He stated there are some people going to York County Fire School and taking many classes.

Mr. Baker indicated they are in the process of “building” a new ladder truck. This is a very lengthy process; first picking the style type of truck that is needed and then choosing a vendor. There is one vendor they are gearing; it's the same vendor the rescue truck was purchased from. The vendor has a tower truck that is being built as a demo and they felt it would fit the area well, but it was sold. The vendor has another truck coming off the line in a month and half and the first destination is Dillsburg, PA, so that the personnel can take a look at it and see the advantage of it. His goal is to set up a meeting with the representatives from PHI and Carroll Township and show them what the advantages are between the existing and newer style ladder truck. The newer ladder truck is 102 feet tall. Mr. Baker indicated his plans were not to come to the Borough looking for financial help, but for whatever they can do to help. He has obtained a lot of information, done a lot of research and obtained copies of other department's grants that have the same old piece of equipment. His hopes are to obtain a sizeable grant and to have Carroll Township push the assistance from the PHI facility and a letter of support from the Borough. Council Member Anderson asked what the cost would be. Mr. Baker stated the one which they have been looking at would cost \$800-\$850K. He is primarily looking for maximum reach, 102 foot tower truck, will have a pump capability on it, have a tank of water and have plenty of compartments for rescue tools. Council Member Anderson asked what the current reach on the existing truck was. Mr. Baker stated it was 75 feet. He indicated the vehicle is running well and the Department have become very progressive with the preventive maintenance; because of its age the insurance requires to have the ladder inspected every year. Council Member Anderson asked what

the tallest building was in their fire area? Mr. Baker stated the PHI buildings which have four stories, approximately 75-80 feet. He indicated with their current ladder truck if they were to get into a rescue circumstance not only would they have to move the aerial up in the air but when the basket is put on the ground they need to extend out because of the style of the truck which takes time; with the new device they can actually raise up rescue someone from a balcony and set them on the ground and go right back up.

Mr. Baker indicated the tower truck has done a wonderful job, but age is hurting it. The newer style trucks are getting bigger and the one they are leaning towards is called a rear mount platform, it's connected in the back with the bucket out the front. There are two advantages to this style: 1. there are only three sticks of ladder because it travels the whole length of the truck and 2. It will fit in the station. He stated when they currently pull out of the station they don't start turning their front wheels to make the swing until they hit the blacktop with the 95 foot new mid mount they are going to be at the yellow line before they can even begin to turn their wheels.

Council Member Anderson asked if money was every received from PHI. Mr. Baker stated back when they first started building the facilities they paid for the knox box system for all of their equipment. Council Member Anderson asked if PHI was a non-profit company. Mr. Baker stated he wasn't sure. Council Member Anderson indicated he was wondering how Mr. Baker felt providing a piece of fire equipment for one group. Mr. Baker stated he hopes PHI will make a contribution to make it work.

Vice President Kelley asked what they could get for the current truck. Mr. Baker stated if they would receive a grant, they wouldn't be able to resell a piece of fire equipment to another fire department; it would have to go out to a private owner. Trading it in is still a possibility and probably would only get \$20,000.00 to \$25,000.00.

Council Member Anderson asked how much they owed on the ladder truck currently. Mr. Baker stated \$60,000.00 to \$70,000.00. Council Member Anderson asked if there are any funds in the accounts currently towards a new piece of equipment. Mr. Baker stated yes, they have a separate account set up through the fire department as an apparatus fund. Council Member Anderson asked if this was public knowledge. Mr. Baker stated the fund had just started at their last director's meeting and he would like to start an apparatus fund raising board. He would like to talk with the larger businesses to see if they would be interested in contributing.

Mr. Baker indicated they started the project in January with the different style of trucks that are available. Council Member Anderson asked if this could be about two to three years away. Mr. Baker stated yes, the worst case scenario. He indicated he wasn't in favor of taking on a note without some kind of financial backing of state or government funds.

Manager Deibler indicated that Mr. Baker stated PHI gave them \$10,000.00 for the knox boxes, was this a portion of their money also. Mr. Baker stated that amount took care of starting the knox boxes and outfitted five pieces of equipment with the central lock aides and it provided the boxes for their buildings. Manager Deibler stated they would have had to pay that amount any way and wasn't a donation. Mr. Baker stated the donation of the central lock aid boxes was a donation and they run in the amount of \$2,000.00 a box which included the installation. Manager Deibler stated PHI

needed the boxes in order to get their plans approved. Mr. Baker stated the plans were already approved and would have never been able to purchase the knox boxes without them. The knox box systems are growing in Carroll Township and in the Borough; the owners of the old Myers Store are putting them in, eci, Green Meadows and some of the churches have installed them. The knox boxes are saving the businesses money because the fire company doesn't need to do any damage or wait on key holders when there are incidents at the locations.

Franklintown Fire Company – Michael Whitzel provided a report for March 2011 to Council and Mayor. He indicated for the month of March there were 38 calls; four calls were in Dillsburg Borough, which included one wild land fire, one residential structure fire and two automatic fire alarms; for a year-to-date total of 112 calls for all municipalities.

Vice President Kelley asked what a wild land fire was. Mr. Whitzel stated it was grass and brush.

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 were \$95,604.71. The Profit & Loss Budget vs. Actual Detail Report and a Cash Flow Report were also given to each Council Member and Mayor. Council Member Richardson moved to approve the payment of all bills as presented. Motion was seconded by Council Member Baldwin. Council Member Richardson abstained. - Motion carried.

Planning Commission Report

Planning Commission Member Paul Eurich reported at the Conditional Hearing held prior to the Council Meeting.

Dillsburg Area Authority

No one was present to report.

YCBA & COG

YCBA - Mark Ryder wasn't present to report.

COG – Mark Ryder wasn't present to report.

Solicitor's Report

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

Engineer's Report

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

Tax Collector

Madeline Harbold provided Council and Mayor with a written report for February, 2011.

Borough Staff Report

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

PUBLIC COMMENT

Dr. George Jackson, 22 North Baltimore Street, indicated he wanted a progress report on the condition of the pedestrian activated walk signal at the intersection of Harrisburg Street and Baltimore Street. Mayor Snyder stated the Borough Manager was going to have the traffic engineer check it out. Manager Deibler stated the regular service work was done on the light and they adjusted it by a few seconds; PennDot only allows X amount of seconds per cycle. Mayor Snyder indicated when they walked it whatever the number of seconds it was like 28 seconds can be adjusted. He stated they can allow 25 seconds to walk and five seconds to don't walk, but when the don't walk signal is on, the traffic light in one direction is still red; you can't allow more than 28 seconds to walk. The only thing that can be adjusted is to have traffic stopped in all four directions but PennDot states this would require a traffic study. Once the traffic study is done, the study is turned over to PennDot and they (PennDot) will determine whether it's allowed or not. Council Member Baldwin indicated this was requested approximately four to five years ago and PennDot denied it. Council Member Baldwin stated the Council feels there should be a four way red, but it's controlled by PennDot. Dr. Jackson stated when he walked it, the actual time the don't walk signal was on was seven seconds and according to PennDot's standards it should be nine seconds. Mayor Snyder stated the don't walk signal could be adjusted more but the overall don't walk and walk signal timing before the light turns green is only 28 seconds.

Dr. Jackson stated his other concern was the condition of East Quay Alley at North Baltimore Street (photo was given to Borough Manager). There is currently a large puddle and needs some work. Manager Deibler stated she would send Brian, Public Works Supervisor down to look at it.

Lowell Heikes, 121 Greenbriar Lane, asked what the total cost was for the new park. Council Member Baldwin asked at this point in time. Mr. Heikes stated yes. Council Member Baldwin stated \$500,000.00. Mr. Heikes asked if the Borough had any grant money towards that amount. Council Member Baldwin stated they don't know yet.

Mr. Heikes asked what the debt is for Dillsburg and will this be a cost for Dillsburg borough. Council Member Baldwin stated the Borough will own the park and the Borough has the cash.

Mr. Heikes asked who will have the insurance responsibility if something would happen at the park and/or the dog park. Council Member Richardson stated Dillsburg Borough does have liability insurance and their liability would respond; the Borough currently carries a two million limit of liability coverage. The dog owner would be the

primary person responsible for any loss. He indicated any competent attorney would name every person involved within a law suit, so the Dillsburg Borough's liability would respond and protect the Borough and the citizens of the Borough.

Council Member Richardson asked if his questions were answered. Mr. Heikes stated yes, he is a senior from Dillsburg and has concerns with the raising of taxes. Council Member Baldwin stated as far as the current Council is concerned there will not be any increase in any real estate taxes to build the park; if the Borough can't afford it and it may take twenty or more years to complete it, Council is committed to not increase real estate taxes. Council Member Richardson stated all the Borough is doing at this time is purchasing the land; if the money isn't there to put in a park, the park won't happen.

Alyce Jackson, 22 North Baltimore Street, asked how long it's going to be until the speed limit is changed on North Baltimore Street. She indicated the Thrift Shop, Post Office, Kindercademy, CPRS rehab, the new store, the farmers' market, antique store, the Tavern and doctors, dentists, lawyers and other offices are all located within this section. She indicated no one realizes what the traffic is like unless they live there. Council Member Baldwin stated he agreed with her and this was part of the issue when trying to get the four way red at the square; PennDot will not do it. Mrs. Jackson asked if there was any kind of study the Borough can do. Council Member Richardson stated they did approximately four or five years ago; PennDot say no.

CORRESPONDENCE

There was none.

MAYOR'S REPORT

Mayor Snyder indicated on Thursday, March 24th, he attended the PSAB dinner meeting at York's Viking Club along with Mr. Mark Ryder, on Friday, March 25th, he attended the breakfast meeting for Borough Officials hosted by State Representative Scott Perry with special guest Tucker Ferguson, District Executive of PennDot District 8, who discussed various construction projects and funding throughout the eight county region of District 8-0, on Saturday, March 26th, he attended the Dillsburg Fireman Appreciation dinner and performed the swearing in of the fire personnel and on Saturday, April 9th, he participated in the ribbon-cutting ceremony of the official opening of the Krux Student Center on Harrisburg Pike.

PRESIDENT'S REPORT

President Griffin announced the following events: April 14 – NYCHAPS is having a Community Night at Hoss's. Tickets are available at the Book House, the Blossom Shop or any NYCHAPS event; April 16 – The Citizens' Hose Community Fire Company is sponsoring an All-U-can-Eat Pancake Breakfast from 6-9 AM. The cost is \$6 per person and if youth are in uniform the cost is \$5 and donations will be accepted for those under the age of 5; April 16 - Baseball/softball Opening Day Parade beginning at 9 AM at the Old Myers Store and proceed up Baltimore Street to the Ace Hardware and then proceed to the ballfields; April 17 – NYCHAPS is sponsoring a Spring Tea – “Hats off to Spring” begins at 1:00 pm at the Maple Shade Barn. Tickets are \$18 with

Tavernkeepers and Founders discounts available. Tickets can be purchased at the Blossom Shop, the Book House, and any NYCHAPS event or by calling the office at 502-1440; April 18 – The Library is having a Teen Program for decorating Easter Eggs; April 23 – the VFW Community Easter Egg Hunt will be held at McCurdy’s Tree Farm at 127 Chestnut Grove Rd beginning at 1 PM.

President Griffin indicated yesterday Council Member Anderson and he attended the PSAB Conference in Hershey and today they were joined by Vice President Kelley. He stated earlier today during the awards luncheon, the Borough received recognition for second place for the newsletter for Boroughs with a population of fewer than 2,500 residents and he presented the certificate to Secretary/Treasurer Debbi Beitzel. She is the one who edits the newsletter and makes sure Council gets their articles in on time.

President Griffin wished everyone a Happy Easter.

COMITTEE REPORTS

Public Works Committee

- A. Discuss/Take Action – Ordinance 2011-1 – Amend Garbage Disposal Ordinance 2009-3 - Council Member Fawber stated Dillsburg Borough requires that a minimum of 26 bags per year must be purchased for each dwelling unit that is not on the Borough’s contracted Trash Hauler’s quarterly program or does not have use of an onsite commercial trash container provided by the property owner. The Borough needs to set a payment schedule for the purchase of such bags. Council Member Fawber moved to adopt Ordinance 2011-1 amending Ordinance 2009-3 by requiring that the minimum number of ‘pay per bag’ purchases for each dwelling unit that is not on the Borough’s contracted Trash Hauler’s quarterly program or does not have use an onsite commercial trash container provided by the property owner will be billed for 13 bags in April and again in October of each year. Motion was seconded by Council Member Anderson. – Motion Carried.

Public Safety Committee

Neither Council Member Baldwin nor Richardson had anything to report.

Administration Committee

- A. Discuss/Take Action – Administrative Policy for Procurement for Professional Service Contracts – Vice President Kelley stated from time to time, the Borough reviews Administrative Policies and updates them when necessary. In order to make the policy for Procurement for Professional Services Contracts meet Act 44 requirements, Council has updated the policy. The policy now addresses Advertisements, Procedures, Review of Applications, Personnel Interaction, Conflict of Interest, Public Information and Notice & Summary. Vice President Kelley moved to approve the updated Administrative Policy or Procurement for Professional Services Contracts dated March 21, 2011. This policy will go into

effect immediately. Motion was seconded by Council Member Fawber. – Motion carried.

OLD BUSINESS

Mayor Snyder stated he wanted to revisit last Tuesday night's Committee meeting in regards to the received letters of support for the park. A statement was made by the Borough Manager and he assumed the Council Members agreed with the statement that Warrington Township refused because of what the Mayor said. He asked who made the statement and a couple of names were mentioned. Mayor Snyder indicated he wanted to investigate this because it was referred to him for the blame that a letter wasn't received from Warrington Township. He was told that it had nothing to do with what the Mayor said; the statement regarding the municipality was they weren't going to give any letter of support to Dillsburg Borough until they knew the people of Dillsburg Borough supported the park. He stated he wanted this comment for the record. Manager Deibler indicated she said this because the statement that was made in the paper that was what one of their supervisors stated. Mayor Snyder stated that wasn't what he heard. Manager Deibler stated she made a statement based on what a Warrington Township supervisor said to the newspaper; if they changed what they said so be it. Mayor Snyder indicated he was updated and was being offensive because it was directed towards him. He stated there are a lot of things he gets blamed for, but this was one that shouldn't have been directed towards him.

NEW BUSINESS

Council Member Richardson stated with the primaries coming up, he wanted to thank President Griffin, Council Member Zeiders and Council Member Baldwin for taking the time and effort and for the hours and dedication which they have put into the Borough. He also wished President Griffin and Council Member Baldwin the success in running for reelection. He stated all three of them have been a real asset and have done an excellent job on the Council.

Vice President Kelley stated she would second that sentiment. She indicated Council Member Zeiders' skills would be missed, but looking forward to continue working with President Griffin and Council Member Baldwin who are extremely confident to the Council running smoothly.

Council Member Anderson stated it is fortunate they have a wonderful group; which doesn't always agree but we're willing to listen to one another. He indicated they do make mistakes and when we do we apologize for them and hopefully they're not costly mistakes. He also stated he is proud to serve on the Council and thanked the community for their support.

Council Member Fawber stated as the newest member and will soon no longer be the newbie, he was amazed at the amount of work everyone does and appreciate all they do.

Borough Resident Jeff Beitzel indicated he doesn't know how Council puts in the time and hours they do. He stated the guys and ladies put in so much time and effort, that

they must love the Borough and the residents. He stated Council should all be commended for everything they have done. He thanked them for all they do.

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 meeting was adjourned at 8:03 PM.

Respectfully Submitted,

Debbi L. Beitzel

Debbi L. Beitzel, Secretary/Treasurer

cc: Borough Council Members
Mayor Snyder
Tim Knoebel
Mark Allshouse