

DILLSBURG BOROUGH COUNCIL MEETING

APRIL 13, 2010 – 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 Tim Knoebel, Borough Solicitor Mark Allshouse, Borough Manager Karen Deibler and Borough Secretary/Treasurer Debbi Beitzel.

Council Member John Richardson wasn't present.

The following visitors were present: Brad Glenn and Gina Parish from Citizens' Hose #1 EMS, Tony Baker from Citizens' Hose Fire Company #1, Chief Jack Francis from the Carroll Township Police Department, Paul Reichart from the Patriot News, Mary Lou Bytof from the Dillsburg Banner, Planning Commission Representative Leon Zeiders, Jim Hess, Bob Ingham and Terri Hildebrand from Logan Park Authority, Mitch Kemp from Lobar Engineering representing Ironwood Subdivision, Northern High School Students Allison Davis, Dani Schultz, Chelsea Musser and Kelsey Moore and Dillsburg Borough Residents George and Alyce Jackson.

The meeting was called to order by President Griffin at 7:00 PM followed by the Pledge of Allegiance to the flag and an invocation.

APPROVAL of the AGENDA

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

APPROVAL of the MINUTES

March 2, 2010 Committee Meeting – Council Member Zeiders moved to approve the Committee Meeting minutes of March 2, 2010 as presented. Motion was seconded by Council Member Fawber. – Motion carried.

March 9, 2010 Council Meeting – Vice President Kelley indicated on page five under Public Comment Kelleigh Thomas' name should be spelled "Kelley Thomas". Council Member Anderson moved to approve the Council Meeting minutes of March 9, 2010 with one correction noted. Motion was seconded by Council Member Zeiders. – Motion carried.

DEPARTMENT REPORTS

Police Department Report

Chief Jack Francis reviewed the March 2010 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 March were 103, which was fourteen more than the same time period last year. There were six traffic accidents for the month of March; three reportable accidents and three non-reportable accidents; which was one more than the same time period last year. There were 29 traffic citations for the month of March; which was one less than the same time period last year. He indicated the category Motor Carrier Safety Assistance Program (MCSAP) violations were added which are the trucks violations and there were two for the month of March.

Part I offenses for the month of March there were two larceny thefts; which one was cleared by an arrest, year-to-date there were seven with a clearance rate of 62%.

Part II offenses for the month of March, there were six incidents, which included two criminal mischief/vandalisms, one DUI, two harassments and one miscellaneous, which four were cleared by an arrest for a clearance rate of 77%. The overall clearance rate is 73%.

Chief Francis indicated they received a reimbursement from the York County Drug Task Force in regards to the drug cases the department has been working on and have advanced the funds to the Borough.

Ambulance Service Report

Brad Glenn, new supervisor at the Citizens' Hose EMS, provided a report for the month of March to Council and Mayor. There were a total of 95 calls in the month of March and 13 of them were in Dillsburg Borough, which included 12 medical calls and one motor vehicle accident.

He indicated they are replacing the 2002 ambulance which has over 130,000 miles on it with a new one. In the beginning of June the department will have a new ambulance.

He stated Traci Cook is working on the 2009 year end reports

Council Member Anderson asked how many ambulances the EMS had. Mr. Glenn stated they have two ambulances in service now and are replacing the one with a newer one and they are purchasing a third one to help cover the standbys. Council Member Anderson asked if they anticipated having the personnel to staff all three ambulances. Mr. Glenn stated they keep one in service 24 hours a day; the second one would only be staffed for special events and the third one would be put into service if the manpower is available. Council Member Anderson asked if the old ambulance is being sold. Mr. Glenn stated yes.

Fire Company Report

Citizens' Hose Fire Company #1 – Tony Baker provided a report for the month of March to Council and Mayor. He indicated for the month of March there were 20 runs; three were in Dillsburg Borough, which included one motor vehicle accident and two medical assists, for a year-to-date total of 17 in

Dillsburg Borough and a total of 1055 for all municipalities. He reported there were no failed calls for the month of March; for a total of six for the year. He also presented a report with the apparatus responses, the incident types, the membership responses and the training hours for March.

Franklintown Fire Company – No one was present to report.

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 \$51,823.40. 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 Unpaid Bills as presented. Motion was seconded by Council Member Baldwin. - Motion carried.

Planning Commission Report

Mr. Leon Zeiders indicated the Planning Commission met on March 24th to discuss the Ironwood Development consisting of 170.96 acres. The proposal by Hershey Command Center Associates (A/K/A Lobar Associates) is subdivision into three parcels; Parcel A is 5.54 acres which is located in the Borough, Parcel B is 111.35 acres which is being developed primarily for housing and Parcel C has no plans for development at the present time. Mr. Zeiders stated the Planning Commission request Borough Council to approve the Subdivision of 170.96 acres into three parcels.

Dillsburg Area Authority

There was no one present to report.

Library

There was no one present to report.

Logan Park

Terri Hildebrand went over the new members and new positions for the LPA; Jim Hess is the Chairman, she is the Vice Chairman, Bill Ingham is the Historian and currently there is no secretary. The new members from the Borough are Cristina Speicher and Scott Houseal.

She indicated there is a lot of activity in the park and therefore the restrooms are opened.

She stated the LPA is planning a clean-up day on April 24th which coincides with the National Earth Day from 10 AM to 12 PM; some local groups will be assisting them.

Council Member Anderson asked if there were any updates on the walking trail. Ms. Hildebrand stated currently they have looked at a new route and are in different phases of the project. They are also waiting for some matching monies and hoping to put the project out for bids.

NYCS, Inc

No one was present to report.

Engineer's Report

Borough Engineer Tim Knoebel provided Council and Mayor with a written report for work performed in March 2010. He indicated they were involved with reviewing various subdivision plans with the Planning Commission.

He indicated the notice to proceed was sent out for the alley work, no schedule information has been obtained as of yet.

Mr. Knoebel indicated the bid openings for the paving/drainage work will be on April 28th.

Solicitor's Report

Solicitor Allshouse provided Council and Mayor with a written report for work performed in March 2010. He stated most of the items dealt with directly working with the Borough Manager.

He indicated he spent a day at York County Court along with the Borough Manager which resulted in some ordinances in which the Borough needs to look at and consider revising the language. Council Member Zeiders stated she thought this was done at the time of codification. Solicitor Allshouse stated the codification codified the existing ordinance.

Tax Collector

Cristina Speicher provided reports but wasn't present.

Borough Staff Report

Borough Manager Deibler provided Council and Mayor with a written report for March 2010 and had nothing to add.

PUBLIC COMMENT

There was none.

CORRESPONDENCE

There was none.

MAYOR'S REPORT

Mayor Snyder indicated he attend the following events: Citizens' Hose Fire Company #1 28th Annual Appreciation Banquet on March 27 and had the privilege administering the oath of the 2010 officers; on March 30th the York County Transportation Traffic Study held at the Dillsburg American Legion and on April 19, the Graystone Bank ribbon ceremony at the Giant Shopping Center.

PRESIDENT'S REPORT

President Griffin announced the following events: April 17 – Citizens' Hose Fire Company is holding a Pancake Breakfast from 6:30-9 AM in conjunction with

the Baseball/softball Opening Day Parade which begins at 9 AM. The parade will form at the Old Myers Store and proceed up Baltimore Street to the Ace Hardware and then proceed to the ballfields; April 24 - NYCHAPS is having a chicken barbeque beginning at 11 AM until they run out of chicken. Eat-in or take-out available. Cost is \$6.50 for ½ chicken, roll, and applesauce; drinks are extra and a bake sale table will be on hand; April 25 - Wellsville House Tour – Tour is from 1-5 PM and includes 7 houses and the Warrington Schoolhouse. Tickets are \$10 in advance and \$12 the day of the tour. Advance tickets are available at The Blossom Shop and The Book House; May 1 - New Hope Ministries will be holding their annual basketball fundraising event, Hoops for Hope at the Dillsburg Giant Store. For more information contact Molly Helmstetter at 432-2087; May 4 - New Hope Ministries would like to invite everyone to their Community Night at Isaac's Restaurant and Deli (Silver Springs Commons and Rossmoyne Business Center in Mechanicsburg and Carlisle Commerce Center in York) from 5-9 PM; May 4, 6, 11 & 13 (6:30-9 PM) and May 15 (8 AM-noon) - The Community Emergency Response Team (CERT) will be holding their training at the Hope Grace Brethren Church, 110 Old York Rd. The training is open to any person 15 years of age or older at no cost. To enroll or for more information contact Tim Hildebrand at 502-8720; May 7 - Dillsburg Garden Club will be holding their annual plant and bake sale at the Giant Shopping Center next to the H&R Block from 10AM to 4:30PM. They will have freshly baked goodies, along with fresh plants, flowers, bulbs and shrubs; May 7 - NYCHAPS' First Friday at Dill's Tavern from 7-10PM. Admission is \$10. You must be 21 years of age or older. For more information contact Joanne at 432-2720; May 8 - PickleFest from 8AM to 3PM at the corners of Greenbrier Lane and Harrisburg Pike. For more information and time of events check out the Dillsburg Borough's cable channel or website; May 8 - Publick Tyme at Dill's Tavern from 9Am to 4PM. This is the annual gathering of historical period re-enactors, exhibitors and vendors presented by NYCHAPS. For more information call 432-2720; May 8 - The Wedding of the Year - Dillsburg Pickles make it Official – A public ceremony begins at 11AM. Guests may register at 10AM for \$2 at the NYCHAPS barn. Proceeds benefit NYCHAPS.

President Griffin stated if there was anyone who hadn't filled out their 2010 Census they still had time. He indicated as of Friday, April 9th, the 2010 Census National participation rate was 64%, Pennsylvania participation rate was 69%, York County participation rate was 74% and Dillsburg Borough participation rate was 71%; which was above the national rate.

Mayor Snyder reminded President Griffin about NYCS, Inc Community Night at Hoss's on Friday, April 16th.

COMITTEE REPORTS

Public Works Committee

- A. Discuss/Take Action – Line Painting Bid – Council Member Anderson stated Dillsburg Borough participated with the other municipalities of the York County Municipal Administrators Association in a 'joint' line painting bid

process. Four bids were received. The lowest pricing was received from Alpha Space Control of Chambersburg, PA. The contract must now be signed by all participating municipalities. Council Member Anderson moved to authorize President Griffin to sign the 'joint' line painting contract awarding Alpha Space Control of Chambersburg the bid. Motion was seconded by Council Member Fawber. – Motion carried.

- B. Discuss/Taken Action – Ironwood Waiver – Council Member Fawber stated Hershey Command Center Associates, LLC submitted a minor subdivision plan for the Ironwood Tract off Old York Road to the Borough. The plan was reviewed by Planning Commission on March 24, 2010. Planning Commission moved that Hershey Command must request the Borough Council to waive the requirement that a Preliminary Sub-Division Plan be submitted and approved before consideration of a Final Plan and recommends that Council consider granting the waiver if requested. Hershey Command Center Associates, LLC has contacted the Borough and requested that a waiver to Section 22-403 of the Borough's Subdivision and Land Development Ordinance Code be granted. Council Member Fawber moved to approve Hershey Command Center Associates, LLC's request to waive the requirement, per Section 22-403 of the Borough's Subdivision and Land Development Ordinance Code, that a Preliminary Plan be submitted and approved before consideration of a Final Plan. Motion seconded by Council Member Anderson. – Motion carried.
- C. Discuss/Taken Action – Ironwood Sub-Division Plan – Council Member Fawber stated The Preliminary/Final Subdivision Plan for the Ironwood tract was submitted to the Borough of Dillsburg. The Borough Planning Commission reviewed the Plan on March 24, 2010 at the regularly scheduled Planning Commission meeting and recommended approval, with conditions. These conditions are outlined in the memorandum from Borough Engineer Timothy R. Knoebel, P.E. of KPI Technology dated April 6 and includes the requirement that the sidewalk be installed on Lot A at the time of development of Lot A or of Lot B, whichever occurs first. Council Member Fawber moved to approve the Preliminary/Final Subdivision Plan for the Ironwood tract subject to the conditions as outlined in the memorandum from Borough Engineer Timothy R. Knoebel, P.E. of KPI Technology dated April 6 and includes the requirement that the sidewalk be installed on Lot A at the time of development of Lot A or of Lot B, whichever occurs first. Dillsburg Borough Council will sign the plan after all conditions have been met. Motion was seconded by Council Member Anderson. – Motion carried.

Public Safety Committee

- A. Discuss/Take Action – Resolution 2010-4 – Designating Declaration of Disaster Agent - Council Member Baldwin stated in extreme emergency situations, the Borough may have to call for a Declaration of Disaster and

request help from the State or Federal Government. A Declaration of Disaster Agent, who will have signature authority during and for the process, must be designated. Council Member Baldwin moved to adopt Resolution 2010-4-designating the Borough Manager as the Declaration of Disaster Agent for the Borough of Dillsburg. Motion was seconded by Council Member Zeiders. – Motion carried.

Administration Committee

Neither Vice President Kelley nor Council Member Zeiders had anything to report.

OLD BUSINESS

There was none.

NEW BUSINESS

Vice President Kelley asked if the ladies from Northern High School were present for a school project. One of the ladies stated yes. Vice President Kelley asked if anyone of them had any questions for the Borough Council. One of the ladies stated no. Vice President Kelley thanked the ladies for coming to the meeting.

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 7:35 PM.

Respectfully Submitted,

Debbi L. Beitzel

Debbi L. Beitzel, Secretary/Treasurer

cc: Borough Council Members
Mayor Snyder
Tim Knoebel
Mark Allshouse