

DILLSBURG BOROUGH COUNCIL MEETING

June 11, 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, Dave Baldwin, Matt Fawber, John Richardson and Yvonne Laukemann and Junior Council Member John Zook. Also present were the following: Mayor Henry Snyder, Borough Manager Karen Deibler and Borough Secretary Debbi Beitzel. Council Member Hal Anderson, Junior Council Member T.J. Peters, 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, Traci Cook from Citizens' Hose EMS, Michael Whitzel from Franklinton Fire Company #65, YCBA and COG Representative Mark Ryder, Tricia Kline from the Penn Live and Dillsburg Borough Resident 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 called for an executive session after the President's Report to discuss the potential police contract. Council Member Baldwin moved to approve the agenda as amended. Motion was seconded by Council Member Richardson. – Motion carried.

APPROVAL of the MINUTES

May 7, 2013 Committee Meeting – Council Member Baldwin moved to approve the Committee Meeting minutes of May 7, 2013 as presented. Motion was seconded by Council Member Richardson. – Motion carried.

May 14, 2013 Council Meeting – Council Member Fawber moved to approve the Council Meeting minutes of May 14, 2013 as presented. Motion was seconded by Council Member Laukemann. – Motion carried.

DEPARTMENT REPORTS

Police Department Report

Gene Baptisti, Records Officer of Carroll Township Police, reviewed the May 2013 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 May 2013, there were 90 calls for service for a year-to-date total of 371. There were 11 traffic accidents in May for a year-to-date total of 42; four of which were reportable for a year-to date total of 12 and seven were non-reportable for

a year-to-date total of 30 and the officers issued a total of 40 traffic citations in May for a year-to-date total of 211.

Part I offenses for May there was one and year-to-date there were seven which three were cleared by arrest for a 42% clearance rate.

Part II offenses for May there were four and year-to-date there were 16 which 14 were cleared by an arrest for a clearance rate of 87%. The total for Part I and Part II offenses was 5 and year-to-date there were 23, which 17 were cleared by an arrest for a clearance rate of 73%.

Gene Baptisi stated the contracted hours were 251 hours and 37 minutes; the actual hours worked were 251 hours and 37 minutes. The breakdown of hours was as follows: Patrol-165 hours and 22 minutes; Foot Patrol-20 hours and 28 minutes; Complaints-40 hours and 55 minutes; Investigations-13 hours and 41 minutes; Paper Work-10 hours and 11 minutes; and District Court- 1 hour and 20 minutes.

Ambulance Service Report

Traci Cook provided a report for the month of May 2013 to Council and Mayor. She indicated there were 111 calls; 16 were in Dillsburg Borough which included 13 medical and 3 motor vehicle accidents.

She stated vehicle 64-1 was still on track for the chassis to be done by the end of June. It will need to be restocked and be relicensed by the Federation before getting it back into service.

Ms. Cook stated the state protocols become effective July 1st, regarding High Performance CPR. Ms. Cook stated they have been trained and are helping others to be trained. Manager Deibler asked if the way people were doing CPR was wrong. Ms. Cook stated it wasn't wrong but it wasn't efficient.

Fire Company Report

Citizens' Hose Fire Company #1 – There was no representative present but a report for the month of May 2013 was provided to the Council and Mayor.

Franklintown Fire Company – Michael Whitzel provided a report for May 2013 to Council and Mayor. He indicated for the month of May 2013 there were 37 incidents; eight were in Dillsburg Borough which included two medical assists, five vehicle accident accidents and one fire police calls for a year-to date total of 155 calls for all municipalities.

He indicated on May 3rd, they had a public education event at South Mountain Elementary School and one at Camp Tuckahoe on May 11th. On May 18th, they had an eight hour training session with York Springs Fire Department.

Mr. Whitzel stated they received a letter from the State Fire Commissioner's office for recertification for 50%; 50% of the members are still at Firefighter I.

He indicated the cab should be out of the paint area on July 19th, and will begin making decisions on the placement of equipment and wiring for the radios.

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 May 2013 were \$68,564.23. 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 Member Richardson abstained. - Motion carried.

Planning Commission Report

Planning Commission didn't meet in May 2013.

Dillsburg Area Authority

There was no representative present.

YCBA & COG

COG – Mr. Ryder indicated he will be attending the next meeting being held on Monday, June 17th. Cumberland County Commissioner Gary Eichleberger will again speak regarding the five year plan on how to make sure COG is doing what the municipalities are paying for.

He attended the last meeting, but no business due to not having a quorum.

Mr. Ryder mentioned the COG auction is being held on Wednesday, July 17th at the Sporting Hill School.

YCBA – Mr. Ryder indicated he will be attending the annual picnic in the park at Lake Redman on June 27, 2013 beginning at 6:00 pm. The speaker will be the Chief from Shrewsbury Fire Department discussing fire services. He stated the September meeting will be held in Dover on September 26th and the annual banquet will be in November in Red Lion.

Solicitor's Report

Solicitor Allshouse wasn't present but provided the Council and Mayor with a written report for May 2013.

Engineer's Report

Engineer Knoebel wasn't present and no written report was provided for May 2013.

Tax Collector

Debbi Beitzel provided the Council and Mayor with a written report for taxes paid and sent out in May 2013.

Borough Staff Report

Borough Manager Deibler provided the Council and Mayor with a written report for May 2013. She indicated the American flags will be taken down for the next couple of days due to the paving project.

PUBLIC COMMENT

Mike Whitzel asked if anyone had applied for a liquor license. Council Member Richardson stated that is handled by the LCB. Manager Deibler stated there are no liquor licenses being issued by LCB because there is overage in York County; if someone wants one they would have to go find one for sale within York County.

CORRESPONDENCE

There was none.

MAYOR'S REPORT

Mayor Snyder indicated he was invited and attended the New Hope Ministries Banquet on June 10th.

PRESIDENT'S REPORT

Community Events – President Griffin announced the following events: June 15 – A Hearth Cooking Class at Dill’s Tavern for kids 8-12 years old and is based on the life and times of Laura Ingalls Wilder, author of Little House on the Prairie. Cost is \$45.00 and class size is limited and registration is required. For more information, call 717-258-5792; June 20 & 21 - Relay for Life Cancer Walk at Bostic Field beginning at noon (20th) and ends at noon (21st); July 4 & 5 – The Borough office will be closed for the observance of the 4th of July.

President Griffin stated on behalf of Council and Mayor, congratulations to all the Northern graduates and especially to Junior Council Members John Zook and TJ Peters.

President Griffin suspended the regular meeting to go into Executive session at 7:23 pm. The regular meeting reconvened at 7:50 pm.

COMITTEE REPORTS

Public Works Committee

- A. Discuss/Take Action – Handicap Ramp Installations Grant - Council Member Fawber stated in 2011, Dillsburg Borough Council passed Resolution 2011-4 approving the submission of three (3) 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. Council Member Fawber moved to approve the execution and delivery of the contract for handicap ramp installation with York County and authorize Borough Council President Jeffrey Griffin to sign the grant contract with York County. Motion was seconded by Vice President Kelley. – Motion carried.
- B. Discuss/Take Action - DCNR Design for Community Park – Council Member Fawber stated having received three estimates for the community design; Council Member Fawber moved the community design for the park and moved to accept the bid of \$18,150.00 from YSM Landscape Architect of York. Motion was seconded by Council Member Laukemann. – Motion carried.

Public Safety Committee

- A. Discuss/Take Action – 2014-2016 Police Contract - Council Member Baldwin moved to reject the Police contract presented to Council on June 11th due to cost both known and unknown with the Borough Manager to set up another meeting with Carroll Township to discuss a new contract that will work for both municipalities. Motion was seconded by Council Member Richardson. – Motion carried.

Administration Committee

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

OLD BUSINESS

There was none.

NEW BUSINESS

Mr. Ryder asked what the time frame was when the contract was received by the Borough. Manager Deibler stated the contract was received at 4:18 pm today. Mr. Ryder indicated at one of the Carroll Township meeting's they stated the contract was mailed out the end of April. Council Member Baldwin stated they had received a précis contract approximately a month ago; met with them and revised it. Carroll Township Supervisors stated they would discuss it at their meeting last night and when the contract came back to us today, the items which were discussed weren't in it and added some extra cost. Council Member Baldwin stated they will try again.

ADJOURNMENT

Since there was no further business, Council Member Richardson moved to adjourn the regular meeting. Motion was seconded by Council Member Baldwin. – Motion carried. The regular meeting was adjourned at 7:57 pm.

Respectfully Submitted,

Debbi L. Beitzel

Debbi Beitzel
Borough Secretary

cc: Borough Council Members
Mayor Snyder
Tim Knoebel
Mark Allshouse