

DILLSBURG BOROUGH COUNCIL MEETING

June 14, 2011 – 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, John Richardson, Matt Fawber and Kathryn Zeiders. 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.

The following visitors were present: Tony Baker from Citizens' Hose #1, Chief Sean Kapfhammer from the Carroll Township Police Department, YCBA and COG Representative Mark Ryder, Scott Smith from the Patriot News, and DAA Representative Brian Radcliffe.

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 requested item 11A (Winfield Developer's Agreement and Penn DOT HOP) be removed from the agenda. Council Member Zeiders moved to approve the agenda as amended. Motion was seconded by Council Member Richardson. – Motion carried.

APPROVAL of the MINUTES

May 3, 2011 Committee Meeting – Council Member Richardson moved to approve the Committee Meeting minutes of May 3, 2011 as presented. Motion was seconded by Council Member Baldwin. – Motion carried.

May 10, 2011 Council Meeting – Council Member Baldwin moved to approve the Council Meeting minutes of May 10, 2011 as presented. Motion was seconded by Council Member Fawber. – Motion carried.

DEPARTMENT REPORTS

Police Department Report

Chief Kapfhammer reviewed the May 2011 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 49 and to date for 2011 were 42; the total incidents reports filed for 2010 were 462 and to date for 2011 were 509. There were 24 traffic accidents in 2010 and to date in 2011 there were 35. There were 118 traffic citations issued in 2010 and to date in 2011 there were 148 issued.

Part I offenses for 2010 there were 11 which six were cleared by arrest for a clearance rate of 54% and to date for 2011 there were 13 which four were cleared by an arrest with a

30% clearance rate. Chief Kapfhammer stated in order to address the clearance rate issue one of the officers will be put in a detective status for three days a week.

Part II offenses for 2010 there were 38 which 30 were cleared by arrest for a clearance rate of 78% and to date for 2011 there were 29 which 27 were cleared by an arrest for a clearance rate of 93%. The overall clearance rate was 73%.

Chief Kapfhammer stated the contracted hours worked was 251 hours and 37 minutes. The breakdown hours are as follows: Patrol-139 hours and 27 minutes; Foot Patrol-5 hours and 46 minutes; Complaints-75 hours and 7 minutes; Investigations-12 hours and 11 minutes; Paper Work-18 hours and 46 minutes; and District Court-20 minutes.

Vice President Kelley asked if there have been any problems since school has been out. Chief Kapfhammer indicated there have been no problems and the auxiliary police have been told to address the kids in the back parking lot behind the coffee shop.

Chief Kapfhammer stated within the last two weeks there have been four search warrants issued in the Borough for drugs.

Council Member Zeiders asked how the auxiliary police force was working out. Chief Kapfhammer stated they have worked two shifts and the public seems to be receptive of them; so far so good.

President Jeff Griffin presented Chief Kapfhammer with a check to be used for the auxiliary police force from the Dillsburg Borough.

Ambulance Service Report

There was no one present to report but a report for the month of May 2011 was provided to Council and Mayor.

Fire Company Report

Citizens' Hose Fire Company #1 – Tony Baker provided a report for the month of May 2011 to Council and Mayor. He indicated for the month of May there were 38 incidents; two were in Dillsburg Borough; for a year-to-date total of 41 in Dillsburg Borough and a total of 206 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 (79.50) for May and the year-to-date in-house training hours (764).

Mr. Baker provided Manager Deibler with the 2010 Fire Fund Drive analysis from Choice Marketing.

Franklintown Fire Company – Manager Deibler stated Mr. Michael Whitzel was unable to attend, but indicated there were 35 calls for the month of May and none of them were in the Dillsburg Borough; for a year-to-date total of 172 calls for all municipalities.

She also reminded everyone about the car show that was being held at the firehouse on Saturday, June 18th and people can register their cars from 10am to 12pm. He also thanked Dillsburg Borough for their contribution.

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 were \$76,201.95. 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 Vice President Kelley. Council Member Richardson abstained. - Motion carried.

Planning Commission Report

Planning Commission didn't meet in May.

Dillsburg Area Authority

Brian Radcliffe reported on the meeting held on May 17, 2011. He indicated there was little happening that affects the Borough. He stated the Autumn Woods Development has reached a point where DAA has authorized going forward with the dedication of the sewer and water extensions and all the repairs have been completed.

He also indicated the Authority employees had to do some stream bank restoration at the waste water treatment plant as a result of all the rains.

He stated there had been an inquiry about connecting a residence to one of the force mains; which isn't an engineering practice that is generally followed and don't encourage it.

YCBA & COG

YCBA – Mr. Mark Ryder stated the annual picnic will be held at Lake Redman on June 23rd beginning at 6:30pm; the speaker will be the Secretary from DCNR.

COG – He indicated the next meeting will be held on Monday, June 16th at 7:00 pm. They did have a quorum for last month's meeting and had 22 voting members present; the organization now has 40 members. The discussion and possibly approval will be the addition of allowing Western Cumberland County COG members to join the salt bid.

Mr. Ryder indicated he was going to State College on Friday to watch the Northern Baseball team in the championship game.

Solicitor's Report

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

Tax Collector

Madeline Harbold wasn't present but provided reports for the months of March, April and May to Council and Mayor.

Borough Staff Report

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

PUBLIC COMMENT

There was none.

CORRESPONDENCE

There was none.

MAYOR'S REPORT

Mayor Snyder had nothing to report.

PRESIDENT'S REPORT

President Griffin reminded everyone that the Farmers Market is up and running from 7am to 12pm at the Springhouse Antiques and if anyone needs more information as a consumer or a vendor contact Yvonne at 571-2126.

He indicated the Kiwanis are selling 10 pound boxes of blueberries for \$30.00 and must be ordered by June 20th.

He announced the following events: June 17-18 – Is the Relay for Life Cancer Walk at Bostic Field beginning at noon (Friday) and ends at noon (Saturday); June 18 – The Franklinton Fire Company is sponsoring a Father's Day Auto & Bike Show and Tractor Display from 12-4 pm. Registration is from 10 am to 12 pm. To register or for more information contact Mike Whitzel at 432-5520 or John Salter at 319-9961; June 24-26 - NYCHAPS will be hosting a booth at the Latimore Valley Fair at the Latimore Valley Fair Grounds; July 4 – The Borough Office will be closed in observance of 4th of July holiday.

President Griffin stated the Northern High School Alumni Association is sponsoring a trip to Annapolis Naval Academy on Saturday, August 20th. Price is \$85.00 per person. For more information and reservations, contact Margaret Prosser at 432-4264.

President Griffin reminded everyone the Borough does have an outdoor burning ordinance which includes fire rings, fire pits and fire places. These items should be attended at all times and are intended to be used for cooking food.

President Griffin congratulated the Northern Baseball Team and wished them luck on Friday.

COMITTEE REPORTS

Public Works Committee

Neither Council Member Anderson nor Fawber had anything to report.

Public Safety Committee

Neither Council Member Baldwin nor Richardson had anything to report.

Administration Committee

- A. Discuss/Take Action – Set Policy for Signs on Borough Property – Vice President Kelley stated in 1997, Dillsburg Borough adopted a Zoning Ordinance which provides for sign regulations. Recently there have been many questions about this section of the ordinance. Therefore, in order to provide a simpler explanation and provide consistent administration and fairness with regard to signs being placed on Borough property,

Council agreed that a Borough Policy should be set. The Policy would read: After specific request and receiving permission from the Borough Manager, only signs to be posted by non-profit organizations or other entities which advertise Borough-related and/or community events and activities shall be permitted. All other signs will be removed. Vice President Kelley moved to approve the § Policy for Placing Signs on Borough Property dated June 14, 2011. This policy will go into effect immediately. Motion was seconded by Council Member Zeiders. – Motion carried.

OLD BUSINESS

There was none.

NEW BUSINESS

Mark Ryder asked if the new sign policy was referring to the square area. President Griffin stated yes and prior approval must be granted from the Borough.

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 7:25 PM.

Respectfully Submitted,



Debbi Beitzel
Secretary/Treasurer

cc: Borough Council Members
Mayor Snyder
Tim Knoebel
Mark Allshouse