

DILLSBURG BOROUGH COUNCIL MEETING

July 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, and Yvonne Laukemann and Junior Council Member Elect Carissa Martin. Also present were the following: Mayor Henry Snyder, Borough Manager Karen Deibler and Borough Secretary Debbi Beitzel. Council Member John Richardson, Borough Engineer Tim Knoebel and Borough Solicitor Mark Allshouse weren't present.

The following visitors were present: Chief Kapfhammer from the Carroll Township Police Department, Ed McCoy and Leonard Wiederhoeft from Citizens' Hose Fire Company #1, Dawn Wilson and Brad Glenn from Citizens' Hose EMS, Peggie Williams from the Dillsburg Banner, Tricia Kline from the Patriot News, YCBA and COG Representative Mark Ryder, District Judge Richard Thomas and Dillsburg Borough Residents Ben and Stephanie Martin.

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 to discuss contracts and indicated there would be no reason to reconvene. Council Member Baldwin moved to approve the agenda as amended. Motion was seconded by Vice President Kelley. – Motion carried.

APPROVAL of the MINUTES

June 4, 2013 Committee Meeting – Council Member Fawber moved to approve the Committee Meeting minutes of June 4, 2013 as presented. Motion was seconded by Council Member Laukemann. – Motion carried.

June 11, 2013 Council Meeting – Council Member Anderson moved to approve the Council Meeting minutes of June 11, 2013 as presented. Motion was seconded by Council Member Baldwin. – Motion carried.

APPOINT JUNIOR COUNCIL MEMBER

Council Member Anderson stated at the February 2012 meeting, Dillsburg Borough Council adopted Resolution 2012-4 authorizing participation in the Pennsylvania State Association of Boroughs Junior Council Person Program in order to educate and involve the youth of the Borough in their local government and to reach out to involve possible future Members of Council to benefit both the youth and all residents of the Borough. Council Members, along with the Borough Manager interviewed interested Northern York County High School Juniors and chose one (1) of these students to serve as Dillsburg Borough Junior Council Member. Council Member Anderson

moved to appoint Carissa Martin, now a senior at Northern York County Senior High School, as a Dillsburg Borough Junior Council Member through June 30, 2014. Motion was seconded by Council Member Fawber. – Motion carried. Judge Thomas swore in the new Junior Council Member, Carissa Martin. He also presented Carissa with a copy of the United States Constitution and the Constitution of the Commonwealth of Pennsylvania. Judge Thomas indicated he researched oaths from around the world.

DEPARTMENT REPORTS

Police Department Report

Chief Kapfhammer reviewed the June 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. The incidents reported on the crime report filed for 2012 there were 52 and for 2013 year-to-date there were 31. The total incidents reports filed for 2012 were 641 and for 2013 year-to-date there were 443. There were 37 traffic accidents in 2012 and for 2013 year-to-date there were 46. There were 158 traffic citations issued in 2012 and in 2013 year-to-date there were 255.

Part I offenses for 2012 there were 15 which 14 were cleared by an arrest for a 93% clearance rate and in 2013 year-to-date there were 11 which six were cleared by arrest for a 54% clearance rate.

Part II offenses for 2012 there were 37 which 33 were cleared by arrest for a clearance rate of 89% and in 2013 year-to-date there were 20 which 17 were cleared by an arrest for a were clearance rate of 85%. The overall clearance rate for 2012 was 90% and the overall clearance rate for 2013 year-to-date was 80%.

Chief Kapfhammer stated the contracted hours were 243 hours and 30 minute. The breakdown of hours was as follows: Patrol-162 hours and 13 minutes; Foot Patrol-15 hours and 10 minutes; Complaints-41 hours and 22 minutes; Investigations-6 hours and 46 minutes; Paper Work-17 hours and 14 minutes; and District Court- 0 hour and 45 minutes.

Ambulance Service Report

Brad Glenn provided a report for the month of June 2013 to Council and Mayor. He indicated there were 135 calls; 18 were in Dillsburg Borough which included 14 medical calls, three fire calls and one motor vehicle accident.

Fire Company Report

Citizens’ Hose Fire Company #1 – Ed McCoy provided a report for the month of June 2013 to the Council and Mayor. Mr. McCoy introduced Fire Lieutenant Leonard Wiederhoeft and stated in the event of his or Scott’s absence Mr. Wiederhoeft would be filling in. Mr. McCoy indicated for the month of June 2013 there were 41 incidents; 8 were in Dillsburg Borough which included five medical assists, one house fire, one motor vehicle accident, and one automatic fire alarm; for a year-to-date of 62 calls in the Borough, which represents 26.6%. He indicated they have accrued 564.3 man hours for training through the end of May, 2013.

Mr. Wiederhoeft stated there will be four personnel attending the PA State Fire Weekend at the National Fire Academy on July 19-21; classes will consist of Leadership 3, Community Risks and Issues and Preventions and Interventions. On July 27th, Charter Bus and School Bus Safety

class will be held at Wolf's Bus Lines; also on July 27th, they will be holding their Food and Grocery Auction from 5-11 pm and participating in the Holly Hills Block Party showing off the apparatus.

Franklintown Fire Company – Michael Whitzel provided a report for June 2013 to Council and Mayor but wasn't 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 June 2013 were \$79,016.93. 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 Council Member Fawber. Vice President Kelley abstained. - Motion carried.

Planning Commission Report

Planning Commission didn't meet in June 2013.

Dillsburg Area Authority

There was no representative present.

YCBA & COG

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

COG – Mr. Ryder indicated he attended the meeting held on Monday, June 17th with Cumberland County Commissioner Gary Eichleberger speaking regarding the five year plan on how to make sure COG is doing what the municipalities are paying for. He indicated the COG auction is being held on Wednesday, July 17th at the Sporting Hill School. Council Member Baldwin asked if the items could be previewed prior to the auction. Mr. Ryder stated he wasn't sure but would check into it. He stated the next meeting will be held on July 15 and the annual picnic is being held in September at Sunset in Middletown.

Solicitor's Report

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

Engineer's Report

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

Tax Collector Report

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

Borough Staff Report

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

PUBLIC COMMENT

There was none.

CORRESPONDENCE

There was none.

MAYOR'S REPORT

Mayor Snyder has nothing to report.

PRESIDENT'S REPORT

Community Events – President Griffin announced the following events: July 22-26 – Colonial Kids Camp at Dill’s Tavern from 9:00 am to 12:00 pm and the cost is \$125.00 per child and includes crafts, games and colonial way-of-life activities; anyone interested contact NYCHAPS at 502-1400; August 6 – National Night Out hosted by Carroll Township Police Department at Logan Park from 5-9 pm.

President Griffin stated the Senior Center’s relationship with the York County Area Agency on Aging is changing. As discussed in the previous newsletter that the Center sends out, the Aging Office began to require that senior centers serve minimum numbers of daily lunches to receive funding and retain full contract status. Over a period of years, the minimum thresholds were increased, culminating in a requirement that centers average 40 people per day for lunch from October 2012 through March 2013 to be offered a full contract for the July 2013 through June 2014 fiscal year. The Dillsburg Center averaged 30 people per day for daily lunch, so the Aging Office isn’t extending a full contract offer to the center for the coming year. However, the center has been offered a provisional satellite nutrition site status for the next nine months. If during six of the next nine months, the center average 35 people per day for lunch, the center will be offered full satellite nutrition site status. For more information call the Center at 432-2216.

COMITTEE REPORTS

Public Works Committee

Neither Council Member Anderson nor Council Member Fawber had anything to report.

Public Safety Committee

Council Member Baldwin had nothing to report

Administration Committee

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

OLD BUSINESS

There was none.

NEW BUSINESS

Council Member Baldwin moved to authorize the Borough Manager and Public Works Supervisor, Brian Gayman to attend the Capital Region COG Auction and to purchase any items that they feel are needed presently or in the future by the Borough up to a maximum of \$10,000.00. Motion was seconded by Council Member Fawber. – Motion carried.

ADJOURNMENT

Since there was no further business, Council Member Baldwin moved to adjourn the regular meeting. Motion was seconded by Vice President Kelley. – Motion carried. The regular meeting was adjourned at 7:26 pm.

Respectfully Submitted,

Debbi L. Beitzel

Debbi Beitzel
Borough Secretary

cc: Borough Council Members
Mayor Snyder
Tim Knoebel
Mark Allshouse