

**DILLSBURG BOROUGH COUNCIL MEETING**  
**July 10, 2007 – MINUTES**

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 Mark Ryder, Vice-President Jeff Griffin, Holly Kelley, David Baldwin, Michael Whitzel and John Richardson. Also present were the following: Borough Solicitor Mark Allshouse, Borough Engineer Tim Knoebel, Borough Manager Karen Deibler, and Borough Secretary/Treasurer Debbi Beitzel.

Mayor Henry Snyder and Council Member Kathryn Zeiders were not present.

The following visitors were present: Tony Baker and Dean Zimmerman from Citizens' Hose Fire Company #1, Traci Cook from Citizens' Hose Company #1 EMS, Chief Jack Francis from Carroll Township Police, Andrea Ciccocioppo from the Patriot-News, Mary Lou Bytof from the Dillsburg Banner, the Borough's DAA Representative Brian Radcliffe, Planning Commission Representative Paul Eurich, Neal Goulet of Goulet Communications, Lloyd and Barbara Eichleberger from Lobar, Inc, Doug Gosik of J. Michael Brill, Ron Lucas of Stevens & Lee, Brian Soyka of Sheetz, Todd Cook, Madison Hyer, Helga Thompson and Dillsburg Borough Residents Stacey Ryder, Mervin Ice, Jeff Beitzel, Larry Klase, Joyce and Hal Anderson, Alyce and George Jackson.

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

APPROVAL of the AGENDA

Council Member Whitzel called for an Executive Session (17A) to be held immediately after the Council Meeting to discuss personnel issues with the Borough Manager and Solicitor. There won't be a need to reconvene for a public session after the Executive Session. Council Member Baldwin motioned to approve the agenda with one addition noted. Seconded by Council Member Richardson. – Motion Carried.

APPROVAL of the MINUTES

June 12, 2007 Council Meeting – Council Member Kelley moved to approve the Council Meeting minutes of June 12, 2007 as presented. Seconded by Vice President Griffin. – Motion Carried.

June 5, 2007 Committee Meeting – Council Member Baldwin moved to approve the Committee Meeting minutes of June 5, 2007 as presented. Seconded by Vice President Griffin. – Motion Carried.

July 3, 2007 Committee Meeting – Vice President Griffin moved to approve the Committee Meeting minutes of July 3, 2007 as presented. Seconded by Council Member Kelley. – Motion Carried.

DEPARTMENT REPORTS

Police Department Report

Chief Francis reviewed the June 2007 Dillsburg Borough Police Report with Council. 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 June were 100, which were 16 more than the same time period last year, year-to-date total 554, which were 12 less than the same time period last year. There were six traffic accidents for the month of June, year-to-date 30, which were five less than the same time period last year. There were 12 traffic citations for the month of June, year-to-date 134, which were 78 less than the same time period last year.

Part I offenses for the month of June, there were a total of five, which included one commercial burglary and four larceny thefts, for a year-to-date total of 30. He indicated clearance rate was only 3%. Part II offenses for the month of June, there were seven incidents, which included one criminal mischief/vandalism, four fraud offenses, and two harassment complaints, year-to-date 40 of which 29 were cleared, with a clearance rate of 72%. The overall clearance rate is 42%.

He indicated the department is gearing up for the National Night Out event which is being held on Tuesday, August 7, 2007 at Logan Park and will be bigger and better than last year.

He asked Council if they had any preferences regarding the special enforcements? Chief Francis indicated there have been some personnel issues and training issues and asked if the special enforcements could be put on hold. Council Member Whitzel asked about the complaints about the kids in Bomar Alley? Chief Francis indicated it’s an ongoing issue.

#### Ambulance Service Report

Traci Cook presented a report for the month of June to Council. There were a total of 108 calls in the month of June and 19 of them were in Dillsburg Borough, which included ten medical emergencies, one fire call, four motor vehicle accidents and four missed calls due to being out on a previous call. For year-to-date there were a total of 116 calls in the Borough of Dillsburg and a total of 676 for all municipalities.

She indicated the current part-time office personnel has resigned and decided to replace her with a full-time person that is also an EMT.

#### Fire Company Report

Assistant Fire Chief Tony Baker presented a report for the month of June to Council. Mr. Baker indicated for the month of June there were 33 runs, for a year-to-date total of 206; eight were in Dillsburg Borough, for a year-to-date of 40, of which two were medical assists, one vehicle fire, three motor vehicle accident, one structure fire, and one odor of gas. He also presented a report with the membership responses, ranking for June and records of training, meeting attendance and run reports for members.

He indicated trainings were outstanding; total training hours at the end of June were 127.5 and total manpower hours were 1,413. Mr. Baker stated the trainings on the first and third Tuesdays and the second and fourth Saturdays have been consistent.

He indicated several certified classes were held and scheduled. On July 27<sup>th</sup> and 28<sup>th</sup> an Emergency Vehicle Operators Course will be held.

Mr. Baker indicated the utility truck is out getting utility boxes put on and having a directional device installed.

He also stated Northern York Community Servicers Foundation (NYSCF) is helping out with a carnival that the fire department will be hosting on September 21<sup>st</sup> and 22<sup>nd</sup> at the old Giant Store parking lot.

He indicated the Fire Safety House was awarded to the fire department for the cost of five thousand dollars (\$5,000.00) and thanked the Borough for their contribution.

Mr. Baker stated the fire department would be out at the National Night Out event with the Dalmatian Bounce house which Golden Rentals is loaning to the fire department and the Fire Safety House will be out there as well.

He also stated they purchased a new ID tag system which helps with accountability. They are offering it to all municipal personnel.

He stated on August 2<sup>nd</sup>, 9<sup>th</sup> and 12<sup>th</sup> they will be holding a pump operation 2 class. The class on the 12<sup>th</sup> would be at HACC. This would be putting the department out of service and they're trying to find a replacement.

#### Treasurer's Report

The Unpaid Bills Detail and a list of Additional Expenditures were given to each Council Member in their packet of information. The total General Fund expenditures for June would be \$62,561.48. The Profit & Loss Budget vs. Actual Detail Report and a Cash Flow Report were also given to each Council Member. List One: Vice President Griffin asked if the payment to Dell in the amount of \$1,026.95 was for the new computer? Manager Deibler indicated that was correct. Council Member Baldwin moved to approve the payment of all Unpaid Bills List One as presented. Seconded by Vice President Griffin. Council Member Richardson abstained because of an insurance payment. – Motion Carried.

List Two: President Griffin asked what the payment to Met-Ed, services at 120 Hollow Lane in the amount of \$971.10 was for? Manager Deibler indicated the contractor had reimbursed the Borough for this invoice. President Ryder asked why the Borough was billed. Manager Deibler indicated a light pole was knocked down by the contractor and we are charged and then reimbursed by the contractor. Vice President Griffin asked what the West Shore Tax Bureau payment was for? Borough Treasurer Beitzel indicated that it was ½ of someone's EMST payment. Council Member Richardson moved to approve the payment of all Unpaid Bills List Two as presented. Seconded by Vice President Griffin. Council Member Baldwin abstained because of a payment being made to a family member. – Motion Carried.

List Three: Council Member Baldwin moved to approve the payment of all Unpaid Bills List Three as presented. Seconded by Council Member Richardson. Council Member Kelley abstained because of a payment being made to a family member's business. – Motion Carried.

#### Planning Commission Report

Paul Eurich reported on the June 27, 2007 meeting and indicated the item on the agenda was the discussion /review of the Sheetz project. Mr. Eurich stated the Planning Commission unanimously voted to recommend the Borough Council approve the Final Sub-division and Land Development plans for the Sheetz project subject to the completion of the open items on the Borough Engineer's memo dated June 21, 2007, which include a completion of a developer's agreement and a deed of consolidation; in addition, any outstanding comments from the YCPC and the YCCD must be considered.

#### Logan Park Authority

Vice President Griffin reported on Logan Park's monthly meeting held on June 20, 2007.

He indicated the bid documents for the barn have been prepared and are being sought; they are due by August 6<sup>th</sup> and will be awarded on August 13<sup>th</sup>.

He indicated the new playground equipment is here and The Logan Park Authority is looking for help to put the equipment together.

Vice President Griffin stated the legal status of the LPA has been cleared up.

He also indicated for the National Night Out event, Representative Scott Perry would like to land a helicopter at Logan Park as part of his National Guard duty and the LPA is looking into seeing if this will be possible.

He indicated the next meeting would be held on July 18<sup>th</sup> at the Park.

#### Dillsburg Area Authority

Mr. Brian Radcliffe indicated he was reporting on the June 19<sup>th</sup> meeting.

He indicated the Authority had approved over 300 EDU's for the servicing territories regarding the nitrogen funding agreements. He stated there was a request for some EDU's for the Winfield Development, but due to the fact there was no active plan in place, this has been tabled.

He also stated Pheasant Ridge had requested originally through the Borough, that DAA release the letter of credit, which was discussed and tabled pending getting a properly directed request for the release of the funding.

Todd Cook asked President Ryder if the Authority had budgeted for any adapters for the older hydrants? President Ryder indicated he couldn't answer the question.

#### Engineer's Report

Borough Engineer Tim Knoebel provided Council with a written report for June 2007 work performed and added that they met with engineers representing plans that have been filed with the Borough for Winfield and the ECI property.

He also indicated the paving work had been completed.

#### Solicitor's Report

Borough Solicitor Allshouse introduced Madison Hyer who is a high school intern from Boiling Springs High School.

Solicitor Allshouse had provided Council with a written report for June 2007 work performed.

#### Tax Collector

Cristina Speicher wasn't present to give an oral report and no written report was provided to Council.

#### Borough Staff Report

Borough Manager Deibler provided Council with a Manager/Staff Report and had nothing to add.

#### PUBLIC COMMENT

There was none.

#### CORRESPONDENCE

There was none.

#### MAYOR'S REPORT

Mayor Snyder wasn't present.

#### PRESIDENT'S REPORT

President Ryder introduced and welcomed the Borough's new part time employee, Helga Thompson.

He thanked everyone who supported and participated in the Relay for Life event. He indicated that Team Dillsburg had collected \$3100. He indicated the goal set by the committee was eighty eight thousand dollars (\$88,000.00) and the overall event raised one hundred twenty five thousand dollars (\$125,000.00), a 64% increase from last year.

President Ryder indicated he and Mayor Snyder attended the York County Boroughs Association (YCBA) meeting held on Thursday, June 28, 2007 at Nixon Park. He stated the next meeting would be held in September in Wrightsville and the banquet is scheduled for November at the York Expo Center.

He reminded the local organizations that requests for donations from the Borough must be submitted by 4 PM on August 28<sup>th</sup> at the Borough office. This must be a written request.

## COMITTEE REPORTS

### Public Works Committee

- A. Discussion/Approval – Final Land Development and Subdivision Plans for Sheetz – Council Member Whitzel stated the Final Land Development & Subdivision Plans for Sheetz were submitted to the Borough of Dillsburg. The Borough Planning Commission reviewed the Plans on June 27, 2007 at the regularly scheduled Planning Commission meeting and recommended approval, with the conditions as outlined in the memorandum from Borough Engineer Timothy R. Knoebel, P.E. of KPI Technology dated June 21, 2007. Council Member Whitzel moved to approve the Final Land Development and Subdivision Plans for Sheetz subject to the conditions as outlined in the memorandum from Borough Engineer Timothy R. Knoebel, P.E. of KPI Technology dated June 21, 2007. Dillsburg Borough Council will sign the plans after all conditions have been met. Seconded by Council Member Baldwin. – Motion Carried.

### Public Safety Committee

Neither Council Members Richardson nor Baldwin had any items to discuss.

### Administration Committee

- A. Discuss/Take Action – Lobar, Inc. Citation – Council Member Kelley stated Lobar, Inc., which is located on 1 Old Mill Road in the Borough, was celebrating its 40<sup>th</sup> anniversary. Lloyd and Barbara Eichelberger started Lobar, Inc. on January 19, 1967. The business remains family owned with day-to-day operations in the hands of 2<sup>nd</sup> & 3<sup>rd</sup> generations of the Eichelberger family. Lloyd and Barbara's son, Rich, has taken over the reigns of president and their grandson, Frank, is the corporate secretary, while their son-in-law, Richard Ayers, Jr., has the position of executive vice president. Lobar, Inc. specializes in the public sector at the local, state and federal levels and is the biggest school builder in Pennsylvania. It was named as one of the "Best Places to Work in PA" in 2005 and 2006 and is a three-time winner of the American Subcontractors Association's General Contractor of the Year award. Lobar, Inc. is also among the small number of general contractors in the United States that has achieved an ISO 9001:2000 quality certification. Lobar, Inc. and the Eichelberger family support the community and contribute to many Dillsburg area organizations. Council would like to congratulate Lobar, Inc. and the Eichelberger family for 40-years and thank them for being active members and supporters of the community and of the Borough of Dillsburg. Council Member Kelley moved to present Lobar, Inc. and the Eichelberger family with a Dillsburg Borough Council

Citation. Seconded by Vice President Griffin. – Motion Carried. Mr. Lloyd Eichelberger thanked everyone and indicated he was born and raised in Dillsburg, went to school in Dillsburg and his family lives in Dillsburg and was much honored to receive the award.

#### OLD BUSINESS

Council Member Whitzel indicated he had one thing to say and unfortunately the boxes have been signed and are active, but felt that Council should have had the chance, prior to the signing, to review the boxes. Manager Deibler indicated she looked into what happened in the past and the last record the boxes were changed was in 2002 and found that the manager signed it in the past and there was no record of a discussion with or a review of the boxes with Council.

#### NEW BUSINESS

There was no new business to discuss.

#### ADJOURNMENT

Since there was no further business, Vice President Griffin moved to adjourn the meeting. Seconded by Council Member Richardson. – Motion Carried. The meeting was adjourned at 7:41 PM.

Respectfully Submitted,

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Debbi L. Beitzel, Secretary/Treasurer

cc: Borough Council Members  
Mayor Snyder  
Tim Knoebel  
Mark Allshouse