

# **DILLSBURG BOROUGH COUNCIL MEETING**

**July 10, 2012 – 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, Yvonne Laukemann and John Richardson and Junior Council Members T.J. Peters and John Zook. Also present were the following: Engineer Tim Knoebel, Borough Solicitor Mark Allshouse, Borough Manager Karen Deibler and Borough Secretary Debbi Beitzel. Mayor Henry Snyder wasn't present.

The following visitors were present: YCBA and COG Representative Mark Ryder, Officer Kibler from the Carroll Township Police Department, Pat Gallo and Brad Glenn from Citizens' Hose EMS, Scott Smith from the Patriot News, and Carl Shearer from the Community Fair Association.

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

## FARMERS' FAIR PRESENTATION

President Griffin stated for over 95 years Farmers' Fair has been a big part of the community and an event that area residents look forward to. Dillsburg Borough Council would like to thank the Community Fair Association for working tirelessly throughout each year in order to make the Fair a reality for all to enjoy. In appreciation and support of their hard work and dedication, Dillsburg Borough Council presented them Carl Shearer with a check in the amount of \$1,800.00 to be used for three (3) sets of "string lights" poles.

## APPROVAL of the MINUTES

June 5, 2012 Committee Meeting – Council Member Fawber moved to approve the Committee Meeting minutes of June 5, 2012 as presented. Motion was seconded by Council Member Baldwin. – Motion carried.

June 12, 2012 Council Meeting – Council Member Richardson moved to approve the Council Meeting minutes of June 12, 2012 as presented. Motion was seconded by Vice President Kelley. – Motion carried.

## DEPARTMENT REPORTS

### Police Department Report

Officer Kibler reviewed the June 2012 Dillsburg Borough Police Report with the 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 reported on a crime report filed for 2011 there were 99 and for 2012 year-to-date there were 52. The total incidents reports filed for 2011 there were 600 and for 2012 year-to-date there were 641. There were 186 traffic citations issued in 2011 and in 2012 year-to-date there were 158.

Part I offenses for 2011 there were 13 with 11 cleared by arrest for a clearance rate of 84% and in 2012 year-to-date there were 15 with 14 cleared by arrest for a clearance rate of 93%.

Part II offenses for 2011 there were 34 with 33 cleared by arrest for a clearance rate of 97% and in 2012 year-to-date there were 37 which 33 were cleared by an arrest for a clearance rate of 89%. The overall clearance rate for 2011 was 91% and the overall clearance rate for 2012 year-to-date was 90%.

### Ambulance Service Report

Brad Glenn provided a report for the month of June 2012 to the Council. There were a total of 120 incidents in the month of June and 20 of them were in Dillsburg Borough, which included 17 medical calls, one fire call and two motor vehicle accidents.

### Fire Company Report

**Citizens’ Hose Fire Company #1** – There was no one present to report and there was no report provided to the Council.

**Franklintown Fire Company** – There was no one present to report but reports for the month of June 2012 and the 1<sup>st</sup> quarter of 2012 were provided to the Council.

### 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 were \$105,346.44. The Profit & Loss Budget vs. Actual Detail Report and a Cash Flow Report were also given to each Council Member. Vice President Kelley moved to approve the payment of all bills as presented. Motion was seconded by Council Member Fawber. Council Members Anderson and Richardson abstained - Motion carried.

### Planning Commission Report

Planning Commission didn’t meet in June 2012.

### Dillsburg Area Authority

Brian Radcliffe reported on the June 19, 2012 meeting. He stated there was very little activity in the Borough. He indicated there were water leaks repaired in Autumn Woods Court and on South Second Street and since the repairs, DAA is down 400,000 gallons a day. He also indicated there was a leaking four inch water line changed to a twelve inch water main; the leaking main has been abandoned and no longer in use. The fire hydrant was able to be moved and put on

the twelve inch main. He stated the work continues on Baltimore Street; the work is being done to replace an old clay sewer line. He stated the work should soon be done.

Vice President Kelley asked if there were any plans to work on the manhole next to Met-Ed. Mr. Radcliffe stated he didn't know.

### YCBA & COG

YCBA – Mr. Mark Ryder stated he attended the picnic on June 28<sup>th</sup> at Lake Redman and the guest speaker was York County DA Tom Kearney. He spoke on the operations of the drug task force. The next meeting is scheduled on September 27<sup>th</sup> at the Hellam Fire Company, which will include the election of officers.

COG – Mr. Ryder indicated he attended the COG meeting on May 21<sup>st</sup> and the guest speaker was Frank Williamson the Police Chief of Lower Allen. The next meeting will be held on Monday, July 16<sup>th</sup>. The auction is scheduled for July 18<sup>th</sup> at the Sporting Hill Elementary School. The annual picnic is scheduled for September 17<sup>th</sup> at the Sunset Golf Course.

Council Member Baldwin asked if the police testing was available to all municipalities. Mr. Ryder stated yes, as long as they are members of COG.

### Solicitor's Report

Solicitor Allshouse provided the Council with a written report for work performed in June 2012. Council Member Baldwin indicated item number 6 & 7 didn't happen in June. Solicitor Allshouse realized the wrong report was submitted and will send a revised report.

### Engineer's Report

Engineer Tim Knoebel provided the Council with a written report for work performed in June 2012. He indicated the date for the inlet project to start isn't confirmed yet.

He indicated they also reviewed the information relating to the traffic impact study. Vice President Kelley asked when the Penn DOT meeting was to be held. Engineer Knoebel stated he didn't know.

### Tax Collector

Debbi Beitzel provided the Council with a written report for taxes collected and paid in June 2012. She stated the school tax bills will be mailed next week.

### Borough Staff Report

Borough Manager Deibler provided the Council with a written report for June 2012.

### PUBLIC COMMENT

Mr. Mark Ryder indicated the paving project on South Second Street done for DAA still remains to have a gap. Engineer Knoebel stated they allow it to settle before applying one final coat to it. He also indicated the drain work down the hill is now forming a hump on the right side.

### CORRESPONDENCE

Manager Deibler indicated the Borough received a letter from Logan Park Authority thanking the Borough for purchasing and installing the new grille.

## MAYOR'S REPORT

Mayor Snyder wasn't present.

## PRESIDENT'S REPORT

Community Events – President Griffin announced the following events: July 26 – A walking tour through Dillsburg sponsored by the Dillsburg Area Public Library. Dr. Christine Curran of Cornerstone Chiropractic will hold a fitness walk beginning at 6:30 pm at Logan Park.; August 6 – the Northern High School Alumni Association is sponsoring a bus trip to Hunterdon Hills Playhouse to see “The Great American Songbook 3”. If interested call 432-4264.

He indicated volunteers are needed at the Library; if interested call the Library at 432-5613 and ask for Chris DeLucic. The Senior Center is offering an AARP 55 Alive Driver Classes; if interested call 432-2216. On August 18, 2012, will be the WWII Tribute Day and the Will Fisher Orchestra will be playing in the evening. The cost is \$15.00. President Griffin reminded everyone that on Saturdays from 8am-12pm is the Dillsburg Open Market at Springhouse Antiques.

## COMITTEE REPORTS

### *Public Works Committee*

Neither Council Member Anderson nor Fawber had anything to report.

### *Public Safety Committee*

- A. Discuss/Take Action – Resolution 2012-8 – Review and Re-Adopt Emergency Operation Plan - Council Member Richardson stated The Dillsburg Emergency Management Agency is responsible for maintaining and up-dating the Emergency Operations Plan (EOP) for Dillsburg Borough. It is recommended that this plan be reviewed, up-dated and amended as needed every two years. Members of DEMA reviewed the present EOP and concluded that changes were not required at this time. Council Member Richardson moved to adopt Resolution 2012-8 re-adopting the Emergency Operations Plan dated August of 2008 for the Borough of Dillsburg. Motion was seconded by Council Member Baldwin. - Motion carried.

### *Administration Committee*

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

## OLD BUSINESS

Mark Ryder stated the picnic went well.

## NEW BUSINESS

There was none.

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 regular meeting was adjourned at 7:27 pm.

Respectfully Submitted,

*Debbi Beitzel*

Debbi Beitzel  
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Borough Secretary

cc: Borough Council Members  
Mayor Snyder  
Tim Knoebel  
Mark Allshouse