

DILLSBURG BOROUGH COUNCIL MEETING
JULY 13, 2010 – 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, Matt Fawber, John Richardson and Kathryn Zeiders. Also present were the following: Mayor Henry Snyder, Borough Solicitor Mark Allshouse, Borough Manager Karen Deibler and Borough Secretary/Treasurer Debbi Beitzel.

Council Member David Baldwin and Borough Engineer Tim Knoebel were absent.

The following visitors were present: Traci Cook from Citizens' Hose #1 EMS, Corporal Wargo from the Carroll Township Police Department, Paul Reichart from the Patriot News, Mary Lou Bytof from the Dillsburg Banner, DAA Representatives Brian Radcliffe and Mervin Ice, YCBA & CAPCOG Representative Mark Ryder, and Dillsburg Borough Resident Leon Zeiders.

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

APPROVAL of the AGENDA

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

APPROVAL of the MINUTES

June 1, 2010 Committee Meeting – Council Member Zeiders indicated on page two, the third paragraph up from the bottom, the last sentence the word an should be “and” also the second line the word review should be “reviewed”. Vice President Kelley moved to approve the Committee Meeting minutes of June 1, 2010 as amended. Motion was seconded by Council Member Zeiders. – Motion carried.

June 8, 2010 Council Meeting – Council Member Richardson moved to approve the Council Meeting minutes of June 8, 2010 as presented. Motion was seconded by Council Member Zeiders. – Motion carried.

DEPARTMENT REPORTS

Police Department Report

Corporal Wargo reviewed the June 2010 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 filed for the month of June were 157, which was 81 more than the same time period last year; for a

year-to-date total of 619. There were two traffic accidents for the month of June; for a year-to-date total of 26. There were 51 traffic citations for the month of June; for a year-to-date total of 169.

Part I offenses for the month of June, there were three incidents; for a year-to-date total of 14 with a clearance rate of 64%.

Part II offenses for the month of June, there were 16 incidents; for a year-to-date total of 54 with a clearance rate of 83%. The overall clearance rate is 79%.

Vice President Kelley asked if there has been any new information regarding the vandalism at Quay Park. Corporal Wargo indicated he didn't know. Vice President Kelley asked if they are doing foot patrols in that area. Corporal Wargo indicated when they have time.

Ambulance Service Report

Traci Cook provided a report for the month of June to Council and Mayor. There were a total of 105 calls in the month of June and ten of them were in Dillsburg Borough, which were all medical calls.

She indicated the 2009 Ford Road Rescue is completed and will be making its way to PA to be lettered and decaled. It would then take two weeks to get it ready for the Department of Health to license it and then it should be placed into service by the beginning of August.

Ms. Cook indicated there has been a lot of turnover of the County's employees and they just received May and June's reports; so next month she should be up-to-date with reports.

Fire Company Report

Citizens' Hose Fire Company #1 – Traci Cook reported on behalf of the fire Company. She indicated for the month of June there were 40 runs; eight were in Dillsburg Borough; for a year-to-date total of 41 in Dillsburg Borough and a total of 213 for all municipalities. She indicated there was an average of six personnel per call and two fire police per call.

Franklintown Fire Company – No one was present but a report was provided to Council and Mayor. Council Member Zeiders asked since they responded to two calls in the Borough, does this mean there were a total of ten calls for the Borough. Mark Ryder stated they might have responded to the same calls.

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 were \$130,187.09. The Profit & Loss Budget vs. Actual Detail Report and a Cash Flow Report were also given to each Council Member and Mayor. President Griffin asked about the Dillsburg Area Foundation payment. He stated since they are no longer in operation, a donation payment shouldn't be made. Manager Deibler stated correct. (We

later discovered this payment was for the revitalization, therefore payment was made). Council Member Zeiders moved to approve the payment of all bills as amended. Motion was seconded by Vice President Kelley. Council Member Richardson abstained. President Griffin asked about the Tru- Green payment, regarding any improvements since they were contacted. Manager Deibler stated yes, they came back and sprayed the curbs again. Council Member Richardson asked if the Penn Waste payment was due to the bags the Borough is reselling. Secretary/Treasurer Beitzel stated yes. - Motion carried.

Planning Commission Report

The Planning Commission didn't meet in June.

Dillsburg Area Authority

Brian Radcliffe reported on the June 15th meeting. He indicated there is very little going on and no new development in the Borough. He stated there is potential new development going on in Franklin Township.

He stated the connection permit report is low; they had three residential water permits and four residential sewer permits issued.

Mr. Radcliffe indicated the Authority is looking into the electricity usage and trying to find areas where it could be reduced.

He indicated the developer of Pheasant Ridge, Homer Forbes is looking to complete the closeout documents.

YCBA & COG

YCBA - Mark Ryder stated he and Mayor Snyder attended the YCBA Annual Picnic at Lake Redman on June 24th. The YCBA had nominations for officers for 2011 and he was asked to serve on the Executive Board. The speaker for the evening was a representative from the State Ethics Commission.

Mr. Ryder indicated the next YCBA meeting will be held at the Wellsville Fire house on September 23rd at 6:30 PM. The keynote speaker will be District Attorney Tom Kearny from York County.

COG - Mark Ryder indicated they didn't have a quorum for May. He indicated he attended the June 21st meeting at Hampden Township and the speaker talked about solar and electric energy.

He indicated the Chesapeake Bay issue is still in the State Courts; they are still in limbo with the attorneys and DEP.

Mr. Ryder stated the next meeting is scheduled for July 19th and there will be no meeting in August due to vacations.

He indicated the auction is being held next Wednesday, July 21st, at the Sporting Hill Elementary School.

He stated in September there will be the annual picnic with no cost to the municipalities at a location to be determined.

Solicitor's Report

Solicitor Allshouse indicated the same issues for May were still being dealt with in June; which included the finalizing of the weed and grass height ordinance, the policy for occupation tax refunds, and the transient sale ordinance.

He indicated the land development and/or the business end of the work came from KPI in regards to reviewing the street maintenance contracts, insurance and bonding.

Engineer's Report

Borough Engineer Tim Knoebel wasn't present; but provided Council and Mayor with a written report for work performed in June 2010.

Tax Collector

Cristina Speicher wasn't present; but provided Council and Mayor with a report for the month of May 2010.

Borough Staff Report

Borough Manager Deibler provided Council and Mayor with a written report for June 2010 and had nothing to add.

PUBLIC COMMENT

Mark Ryder, 110 South Second Street indicated the street light is out again at Gettysburg and Second Streets.

Mr. Ryder stated Tractor Alley was paved and looks nice. He asked if the paving is finished. Manager Deibler indicated all the paving is done; the four storm drains on Impala and Belair Drives need replaced.

CORRESPONDENCE

There was none.

MAYOR'S REPORT

Mayor Snyder indicated he attended the YCBA picnic and meeting at Lake Redman.

PRESIDENT'S REPORT

President Griffin announced the following events: The Farmers Market is going on from 7AM to noon at the Spring House Antiques; next month's Committee Meeting will take place on Monday, August 2 due to the National Night Out Event; and August 3 - National Night Out Picnic at Logan Park from 5-9 PM. Come out and meet your friends, neighbors and the police officers that serve you; August 21 - Will Fisher Orchestra will be on the courtyard at Dill's Tavern. Tickets are \$15 a person and on sale at The Book House, Blossom Shop and any NYCHAPS event.

President Griffin announced the Relay for Life which took place on June 18 & 19 raised over \$117, 000.00.

He indicated the new street lights will be turned on upon completion of work by Met-Ed.

President Griffin stated in 2008, Dillsburg Borough Council passed Resolution 2008-8 approving the submission of three applications for funding to the York County Planning Commission between 2009 and 2011. The Borough's application for handicapped ramp installations has been approved. The Borough will receive up to \$30,000.00 in order to install six handicapped ramps throughout the town. The ramps are to be installed at the Chestnut Hollow entrance, Second & Gettysburg Streets (2), West York and Beaver Streets, and Clemens Drive and Welty Ave (2).

COMITTEE REPORTS

Public Works Committee

- A. Discuss/Take Action – Ordinance 2010-2 – Amend Chapter 10, Part 1, Property Maintenance of the Borough Code - Council Member Fawber stated during a routine review of Borough Ordinances, it was suggested that Chapter 10, Part 1 of the Borough Code be amended in order to clarify and define the ordinance by incorporating a maximum height restriction. A height of 8 inches for uncut grass and weeds has been recommended. Council Member Fawber moved to adopt Ordinance 2010-2, Amending Chapter 10, Part 1, Property Maintenance, of the Borough Code. Motion was seconded by Council Member Anderson. – Motion carried.

Public Safety Committee

- A. Discuss/Take Action – Resolution 2010-6 - Review and Re-Adopt Emergency Operations 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 2010-6 re-adopting the Emergency Operations Plan dated August of 2008 for the Borough of Dillsburg. Motion was seconded by Council Member Zeiders. – Motion carried.

Administration Committee

- A. Discuss/Take Action – Transfer of Historical Records to NYCHAPS - Council Member Zeiders stated the Pennsylvania Historical and Museum Commission states that historically valuable public records are public property and should remain in public custody. Such records should be maintained in a municipally operated archives/records center. If a

municipality cannot adequately care for its own historical records, provisions may be made to have the items placed on microfilm by the State Archives. The State Archives will keep the negative of the microfilm. The municipality may purchase copies of the microfilm to use as onsite documentation and make an agreement with a private or state organization for record storage. Dillsburg Borough has had records from 1833 through 1979 placed on microfilm by the State Archives and has copies of this film stored at 151 South Baltimore Street; Dillsburg, PA. Council entered into an agreement, which will follow the terms set forth by the State Archives, with NYCHAPS to store Dillsburg's historical documents. This agreement must be renewed every five years. Council Member Zeiders moved to authorize renewal for another 5-year term of the original agreement dated March 8, 2005 between the Borough of Dillsburg and NYCHAPS for the storage of the Borough's Historical Documents. Motion was seconded by Council Member Kelley. – Motion carried.

OLD BUSINESS

There was none.

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 Council Member Fawber. – Motion carried. The meeting was adjourned at 7:28 PM.

Respectfully Submitted,



Debbi L. Beitzel, Secretary/Treasurer

cc: Borough Council Members
Mayor Snyder
Tim Knoebel
Mark Allshouse