

# DILLSBURG BOROUGH COUNCIL MEETING

August 9, 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, John Richardson and Kathryn Zeiders. Also present were the following: Borough Engineer Mike Begis, Borough Solicitor Mark Allhouse and Borough Manager Karen Deibler. Council Members Baldwin and Fawber and Mayor Snyder were not in attendance.

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, Mary Lou Bytoff from the Dillsburg Banner and Borough Resident Leon Zeiders.

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 Zeiders requested that the Baseball Presentation 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

July 5, 2011 Committee Meeting – Council Member Zeiders moved to approve the Committee Meeting minutes of July 5, 2011 as presented. Motion was seconded by Council Member Richardson. – Motion carried.

July 12, 2011 Council Meeting – Council Member Anderson moved to approve the Council Meeting minutes of July 12, 2011 as presented. Motion was seconded by Council Member Richardson. – Motion carried.

## DEPARTMENT REPORTS

### *Police Department Report*

Chief Kapfhammer reviewed the July 2011 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 reported on the crime report for 2010 were 64 and year to date for 2011 were 43; the total incidents reports filed for 2010 were 738 and year to date for 2011 were 716. There were 31 traffic accidents in 2010 and year to date in 2011 there were 52. There were 189 traffic citations issued in 2010 and year to date in 2011 there were 222 issued.

Part I offenses for 2010 there were 17 which 10 were cleared by arrest for a clearance rate of 58% and year to date for 2011 there were 17 which 12 were cleared by arrests with a 70% clearance rate. Chief Kapfhammer stated that since one of the officers was put in a detective status for three days a week the clearance rate has improved.

Part II offenses for 2010 there were 64 which 54 were cleared by arrest for a clearance rate of 84% and year to date for 2011 there were 43 which 42 were cleared by an arrest for a clearance rate of 97%. The overall clearance rate was 90%.

Chief Kapfhammer stated the contracted hours worked was 251 hours and 37 minutes. The breakdown hours are as follows: Patrol-176 hours and 6 minutes; Foot Patrol- 3 hours and 52 minutes; Complaints-51 hours and 9 minutes; Investigations-8 hours and 35 minutes; Paper Work-11 hours and 55 minutes; and District Court-0 minutes.

Council Member Anderson asked for clarification of larceny cases and congratulated the Police on a successful National Night Out.

President Griffin asked how the auxiliary police force was working out. Chief Kapfhammer said they are doing very well and Carroll Township has agreed to give Carroll Township ticket income to the Auxiliary Police for supplies.

#### Ambulance Service Report

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

#### Fire Company Report

**Citizens' Hose Fire Company #1** – Tony Baker provided a report for the month of July 2011 to Council. He indicated for the month of July there were 31 incidents; 10 were in Dillsburg Borough; for a year-to-date total of 60 in Dillsburg Borough and a total of 273 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 (91) for July and the year-to-date in-house training hours (1018).

Mr. Baker said he has been very busy with some fire prevention issues. In fact he had to cancel 2 engagements, 1 at the York Revolutions game & 1 in Lower Paxton Township. Mr. Baker informed Council that the Company has chosen a new truck and vendor. The truck will cost over \$100,000.00 more than originally thought. Tony will be personally taking care of getting the grant submitted. He reminded Council that the grant comes with a 5% match.

**Franklintown Fire Company** – Chief Michael Whitzel was unable to attend, but provided Council and the Mayor a written 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 May were \$75,040.65. The Profit & Loss Budget vs. Actual Detail Report and a Cash Flow Report were also given to each Council Member and Mayor. Council Member Zeiders 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 July.

#### Dillsburg Area Authority

No report

### YCBA & COG

YCBA – Mr. Mark Ryder stated the next YCBA meeting will be held on September 22, 2011 in Shrewsbury. The banquet will be held on November 12, 2011 at the York Expo Center.

COG – The COG picnic will be held on September 19, 2011. There will be no August meeting.

### Solicitor's Report

Solicitor Allshouse provided Council and Mayor with a written report for work performed in July 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 July 2011 and had nothing to add. Council Member Zeiders stated that she had a complaint that the micro-surfacing was rough. Engineer Begis stated it is not paving, but will get smoother as time goes on.

### Tax Collector

Madeline Harbold wasn't present but provided reports for the month of July to Council and Mayor.

### Borough Staff Report

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

### Logan Park Authority

No Representative was in attendance.

### PUBLIC COMMENT

Mr. Mark Ryder stated that the Borough was represented very well at National Night Out and that representation makes a big, positive impression. Mr. Ryder does feel that the micro-surfacing is a bit rough in Keystone Alley behind his house. He asked if any actual paving would be done in the Borough this year. Council stated none would be done.

### CORRESPONDENCE

There was none.

### MAYOR'S REPORT

Mayor Snyder was not in attendance.

### PRESIDENT'S REPORT

President Griffin agreed that National Night Out was a success. He reminded everyone that the Farmers Market is up and running from 7am to 12pm on Saturdays at the Springhouse Antiques and the Library is in need of volunteers. The Library will also be holding an internet Safety Course in September and story time begins in September. NYCHAPS will be holding a WW2 event at the Tavern on Saturday, August 13, 2011. The Will Fisher Orchestra will be playing during the evening. Dillsburg Borough was 3<sup>rd</sup> in the County for recycling. West Nile virus has been found to be present in the Borough. Everyone must be responsible and keep their yards clear of standing water and trash. Residents should contact the Borough if they see a problem that is not being addressed.

COMITTEE REPORTS

Public Works Committee

A. Discuss/Take Action – Street Maintenance Payment – Council Member Anderson stated that in March of 2011 the Borough contracted with Asphalt Paving Systems to complete the 2011 Street and Alley Maintenance. The contractor has completed all work associated with the contract and the work has been inspected by Public Works Supervisor Brian Gayman. A request for payment has been received by the Borough in the amount of \$39,350.88 for 17,335 s.y. of material plus a \$1,850.00 asphalt price adjustment. The original contract price was for 16,379 s.y. of material at a cost of \$37,180.33. There is still a discrepancy with the actual number of square yards of materials billed and the additional price adjustment charge. At this time he suggests that Council will authorize payment of \$36,456.20. Council Member Anderson Moved to authorize that payment in the amount of \$36,456.20 for the 2011 Street and Alley Maintenance work be forwarded to Asphalt Paving Systems. Seconded by Vice President Kelley. Motion Carried.

Public Safety Committee

Nothing to Report.

Administration Committee

Nothing to Report.

OLD BUSINESS

There was none.

NEW BUSINESS

There was none.

ADJOURNMENT

Since there was no further business, Vice President Kelley moved to adjourn the regular meeting. Motion was seconded by Council Member Richardson. – Motion carried. The meeting was adjourned at 7:31 P.M.

Respectfully Submitted,

Karen Deibler  
Assistant Secretary

cc: Borough Council Members  
Mayor Snyder  
Tim Knoebel  
Mark Allshouse