

DILLSBURG BOROUGH COUNCIL MEETING

August 13, 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, Hal Anderson, Matt Fawber, John Richardson and Yvonne Laukemann and Junior Council Member Carissa Martin. Also present were the following: Borough Manager Karen Deibler and Borough Secretary Debbi Beitzel. Vice President Holly Kelley, Council Member Dave Baldwin, Mayor Henry Snyder, Borough Engineer Tim Knoebel and Borough Solicitor Mark Allshouse weren't present.

The following visitors were present: Ron Stiles from the Carroll Township Police Department, Marie Calaman and Brad Glenn from Citizens' Hose EMS, Logan Park Representative Terri Hildebrand, Tricia Kline from the Patriot News, YCBA and COG Representative Mark Ryder, Mr. and Mrs. Rick Bentz representing the Dillsburg American Legion, Dillsburg Borough Residents Ben Martin and Wendell Hollinger and Visitor Ray Coffey, Jr.

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

APPROVAL of the MINUTES

July 2, 2013 Committee Meeting – Council Member Fawber moved to approve the Committee Meeting minutes of July 2, 2013 as presented. Motion was seconded by Council Member Laukemann. – Motion carried.

July 9, 2013 Council Meeting – Council Member Fawber moved to approve the Council Meeting minutes of July 9, 2013 as presented. Motion was seconded by Council Member Anderson. – Motion carried.

AMERICAN LEGION PRESENTATION

Council Member Anderson stated the Dillsburg American Legion has graciously accepted an offer to provide a memorial gazebo in memory of soldiers which will be a part of the park program. Mr. Rick Bentz, Commander presented the Dillsburg Borough Council with a \$5,000 donation for the memorial gazebo. Mr. Bentz stated they appreciated being a small part of the Borough upcoming park.

DEPARTMENT REPORTS

Police Department Report

Patrolman Ron Stiles reviewed the July 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 total incidents reports filed for 2012 were 751 and for 2013 year-to-date there were 514. There were 46 traffic accidents in 2012 and for 2013 year-to-date there were 55. There were 181 traffic citations issued in 2012 and in 2013 year-to-date there were 297.

Part I offenses for 2012 there were 18 which 17 were cleared by an arrest for a 94% clearance rate and in 2013 year-to-date there were 12 which seven were cleared by arrest for a 58% clearance rate.

Part II offenses for 2012 there were 46 which 38 were cleared by arrest for a clearance rate of 82% and in 2013 year-to-date there were 26 which 20 were cleared by an arrest for a were clearance rate of 76%. The overall clearance rate for 2012 was 85% and the overall clearance rate for 2013 year-to-date was 71%.

President Griffin thanked the Carroll Township Police for the great job hosting the National Night Out event; especially Sergeant Smith for organizing the event and for all the volunteers that helped.

Ambulance Service Report

Brad Glenn provided a report for the month of July 2013 to Council and Mayor. He indicated there were 115 calls; eight were in Dillsburg Borough which included six medical calls, one fire call and one motor vehicle accident.

Mr. Glenn indicated they now have their third ambulance back and will begin staffing some of the standbys; Williams Grove Speedway and football games.

Fire Company Report

Citizens’ Hose Fire Company #1 – No representative was present but provided Council and Mayor with a written report for July 2013.

Franklintown Fire Company – No representative was present and no written report was provided for July 2013 was provided.

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 July 2013 were \$61,882.13. The Profit & Loss Budget vs. Actual Detail Report and a Cash Flow Report were also given to each Council Member and Mayor. Council Member Fawber moved to approve the payment of all bills as presented. Motion was seconded by Council Member Laukemann. Council Member Richardson abstained. - Motion carried.

Planning Commission Report

There was no representative present.

Dillsburg Area Authority

There was no representative present.

Community Groups

Logan Park Authority - Terri Hildebrand updated Council on Logan Park. She indicated they have new picnic tables which half of the cost was funded from donations from the Kiwanis Club, made repairs to the plumbing in the men's restroom, had a very successful National Night Out, made repairs to the flag pole light due to vandalism, more mulch was spread on the tot lot by LPA members, several trees were removed, and Mr. Gayman sprayed for weeds in the park and around the tot lot. Mrs. Hildebrand stated their more immediate future plans include: power scrub the floors of the restrooms and evaluate what others things might need to be done to the restrooms, evaluate and make plans to eliminate the washout from the tot lot onto the rec path, and hang a new locked case to display the park rules.

Council Member Fawber asked what they did with the old picnic tables. Mrs. Hildebrand stated they had a request from Mr. Wessel; so they donated them to him and he will reciprocate with a donation. Council Member Fawber asked if the liberty tree was going to be moved. Mrs. Hildebrand stated yes it will be moved, but waiting until a better time in the year.

Manager Deibler stated the Public Works Supervisor, Brian Gayman will be checking on the weeds at Logan Park and continue to spray the weeds when needed.

Council Member Anderson stated the tables are nice and the grounds are immaculate and a great job cleaning up after the National Night Out event wss done.

YCBA & COG

YCBA – Mr. Ryder indicated the next meeting was scheduled for the last Thursday in September at the Dover Fire House beginning at 6:30 pm.

COG – Mr. Ryder indicated there will be no meeting on Monday, August 19th but there will be a workshop session with Cumberland County Commissioner Gary Eichleberger speaking regarding the five year plan and their future. The business meetings will resume in October. In September, Council Members Richardson and Fawber will be joining him for the annual picnic being held at Sunset in Middletown.

Mr. Ryder thanked everyone that helped out with the National Night Out event.

Solicitor's Report

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

Engineer's Report

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

Tax Collector Report

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

Borough Staff Report

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

PUBLIC COMMENT

There was none.

CORRESPONDENCE

There was none.

MAYOR'S REPORT

Mayor Snyder wasn't present.

PRESIDENT'S REPORT

Community Events – President Griffin announced the following events: August 14 – Representative Regan will be hosting a town meeting beginning at 7:00 pm at the Carroll Township Municipal Building; August 26 – First day of school; September 2 – The Borough office will be closed for Labor Day; September 7 – Balderdash Home Brewfast will be held at Dill's Tavern from 12-5 pm and the admission cost is \$15.00 and must be 21 years or older to attend. For more information call 717-576-5664; and August 24 – NYCHAPS is sponsoring a WWII tribute at Dill's Tavern from 9:00 am to 4:00 pm and in the evening the Will Fisher Orchestra will be playing.

COMITTEE REPORTS

Public Works Committee

- A. Discuss/Take Action – Pennsy Payment for 2013 Street Maintenance - Council Member Fawber stated in April of 2013 the Borough contracted with Pennsy Supply, Inc. through CAPCOG to complete the 2013 Street Maintenance. The contractor has completed all work associated with the contract. A request for payment has been received by the Borough in the amount of \$43,105.97. The original contract price was for \$50,960.25. 117 less tons of 1", 9.5 mm paving was used than estimated. All work has been inspected in the field and verified by Dillsburg's Public Works Supervisor, Brian Gayman. Council Member Fawber moved to authorize that payment in the amount of \$43,105.97 for the 2013 Street Maintenance work be forwarded to Pennsy Supply, Inc. Motion was seconded by Council Member Anderson. – Motion carried.
- B. Discuss/Take Action – ADA Pedestrian Ramp Bids - Council Member Anderson stated the Borough received a grant through York County Planning Commission for the installation of ADA Pedestrian Ramps throughout the Borough. A bid document was produced and advertised in the York area newspapers. Bid opening was August 8, 2013 at the Dillsburg Borough Office. Two (2) bids were received and opened at that time. Bids were received from Doug Lamb Construction, Inc. with a base bid of \$52,000.00 and from Carbough Concrete with a base bid of \$23,732.00. All bids have been reviewed by the Borough Engineers of KPI Technology and Solicitor Allshouse will review all bonding information. Council Member Anderson moved to accept the bid received from Carbough Concrete in the amount of \$23,732.00, subject to review of the bonding and insurance, and authorized the manager to sign the contract. Motion was seconded by Council Member FAWber. – Motion carried.

Public Safety Committee

- A. Discuss/Take Action – Farmers’ Fair Permit – Council Member Richardson stated Dillsburg Borough Council received an Organized Public Assemblage application for the annual Farmers’ Fair. After review, Council Member Richardson moved to approve the application and forward it to Penn DOT for their approval. Motion was seconded by Council Member Fawber. – Motion carried.
- B. Discuss/Take Action – Setting of Trick-or-Treat – Council Member Richardson stated each year the Borough tries to designate the last Thursday of October as the official date of the Trick-or-Treat festivities within the Borough. Council Member Richardson moved to set the official 2013 date and time of Trick-or-Treat in the Borough of Dillsburg for Thursday, October 31, 2013 from 6:00 pm until 8:00 pm. Motion was seconded by Council Member Fawber. – Motion carried.

Administration Committee

Council Member Laukemann stated the committee had nothing to report.

OLD BUSINESS

There was none.

NEW BUSINESS

Mr. Ryder asked if the Trick-or-Treat night corresponded with the other surrounding municipalities. President Griffin stated Council doesn’t know what the other municipalities were doing at this time.

Mr. Ryder reminded everyone that the Annual Wellsville Fire Company Carnival was being held on August 15th, 16th & 17th.

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 regular meeting was adjourned at 7:28 pm.

Respectfully Submitted,

Debbi L. Beitzel

Debbi Beitzel
Borough Secretary

cc: Borough Council Members
Mayor Snyder
Tim Knoebel
Mark Allshouse