

DILLSBURG BOROUGH COUNCIL MEETING

August 14, 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 and Yvonne Laukemann and Junior Council Members T.J. Peters and John Zook. Also present were the following: Mayor Henry Snyder, Borough Engineer Tim Knoebel, Borough Solicitor Mark Allshouse, Borough Manager Karen Deibler and Borough Secretary Debbi Beitzel. Council Member John Richardson wasn't present.

The following visitors were present: YCBA and COG Representative Mark Ryder, Chief Kapfhammer from the Carroll Township Police Department, DAA Representative Brian Radcliffe, and Mary Lou Bytof from the Dillsburg Banner and Dillsburg Borough Resident Joyce Anderson.

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 Vice President Kelley. – Motion carried.

APPROVAL of the MINUTES

July 3, 2012 Committee Meeting – Council Member Fawber moved to approve the Committee Meeting minutes of July 3, 2012 as presented. Motion was seconded by Council Member Baldwin. Mayor Snyder asked if the repair issue regarding Rogele was resolved. Council Member Baldwin stated the issue was resolved. – Motion carried.

July 10, 2012 Council Meeting – Council Member Fawber moved to approve the Council Meeting minutes of July 10, 2012 as presented. Motion was seconded by Council Member Laukemann. – Motion carried.

DEPARTMENT REPORTS

Police Department Report

Chief Kapfhammer reviewed the July 2012 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 incidents reported on the crime report filed for 2011 there were 60 and for 2012 year-to-date were 64. The total incidents reports filed for 2011 there were 716 and for 2012 year-to-date there were 751. There were 222 traffic citations issued in 2011 and in 2012 year-to-date there were 181.

Part I offenses for 2011 there were 17 with 12 cleared by arrest for a clearance rate of 70% and in 2012 year-to-date there were 18 with 17 cleared by arrest for a clearance rate of 94%.

Part II offenses for 2011 there were 43 with 42 cleared by arrest for a clearance rate of 97% and in 2012 year-to-date there were 46 with 38 cleared by an arrest for a clearance rate of 82%. The overall clearance rate for 2011 was 90% and the overall clearance rate for 2012 year-to-date was 85%.

Chief Kapfhammer stated the contracted hours worked were 251 hours and 37 minutes. The breakdown hours are as follows: Patrol-177 hours and 59 minutes; Foot Patrol-1 hour and 37 minutes; Complaints-44 hours and 43 minutes; Investigations-9 hours and 38 minutes; Paper Work-17 hours and 40 minutes; and District Court-0 hours and 0 minutes.

Chief Kapfhammer indicated Sergeant Schreiner was in the process of clearing two more larceny of autos which the Borough recently had.

Mark Ryder thanked the Chief and the department for a job well done regarding the National Night Out event. Chief Kapfhammer stated Sergeant Smith deserves all the credit.

Ambulance Service Report

There was no one present to report but a report for the month of July 2012 was provided to the Council and Mayor.

Fire Company Report

Citizens' Hose Fire Company #1 – Mark Ryder indicated the July report would be sent to the Borough Office by Monday, August 20, 2012.

Franklintown Fire Company – There was no one present to report but a report for the month of July 2012 was provided to the Council and Mayor.

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. Manager Deibler indicated the Hershey Command Center payment in the amount of \$6,000.00 has been voided. The total General Fund expenditures for July were \$57,686.97. The Profit & Loss Budget vs. Actual Detail Report and a Cash Flow Report were also given to each Council Member and Mayor. Council Member Baldwin moved to approve the payment of all bills as corrected. Motion was seconded by Vice President Kelley. - Motion carried.

Planning Commission Report

Planning Commission didn't meet in July 2012.

Dillsburg Area Authority

Brian Radcliffe reported on the July 17, 2012 meeting. He stated mostly what is going on is routine maintenance and some issues with the billing process and penalty fees.

He indicated the sewer replacement work along North Baltimore Street is completed.

He indicated there was one sewer and one water service added outside of the Borough and there will be work done on Mountain Road.

Council Member Anderson asked if all the work was done to prepare for PennDOT's repaving project. Mr. Radcliffe stated the work which the Authority had to do is completed except for some touch up work that may be necessary.

YCBA & COG

COG – Mr. Ryder indicated he will be attending the COG meeting on Monday, August 20th at 6:00 pm.

YCBA – Mr. Mark Ryder stated the next meeting is scheduled for September 27th at the Hellam Fire Company.

Solicitor's Report

Solicitor Allshouse provided the Council and Mayor with a written report for work performed in July 2012.

Engineer's Report

Engineer Tim Knoebel provided the Council and Mayor with a written report for work performed in July 2012. He indicated the inlet replacement's final paving work should be completed on Friday. The Borough did receive an invoice from the contractor; there are a couple of items which need to be adjusted.

He indicated the eci plans are in order for the storm drainage work; they just need to submit bonding and administrative items before beginning the work.

Engineer Knoebel stated Council Member Richardson and himself met with PennDOT to discuss the scope of the traffic study for the proposed development at the intersection of Route 15 and Route 74.

Engineer Knoebel indicated they will be working on the MS4 stormwater permit renewal application which needs to be submitted by September 14th.

Council Member Baldwin asked Engineer Knoebel if PennDOT was going to use the higher rate of increase. Engineer Knoebel stated no, they are using the lower rate.

Mayor Snyder asked if he thought PennDOT was going to have any issues with the limited in and out space. Engineer Knoebel stated it was hard to say; PennDOT didn't really express any major issues with the issue.

Tax Collector

Debbi Beitzel provided the Council and Mayor with a written report for taxes collected and paid in July 2012.

Borough Staff Report

Borough Manager Deibler provided the Council and Mayor with a written report for July 2012.

PUBLIC COMMENT

There was none.

CORRESPONDENCE

There was none.

MAYOR'S REPORT

Mayor Snyder informed the Borough Manger he called PennDOT regarding the inlet on the square and just waiting on a return call.

PRESIDENT'S REPORT

Community Events – President Griffin announced the following events: August 16 - The Library was having a walking tour from the library to the Dill’s Tavern beginning at 6:30 pm; the subject is the Bob and Betty Garman Heritage Cider Apple Orchard; August 18 – The WWII Tribute Day at the Tavern and in the evening the Will Fisher Orchestra will perform from 7-10 pm and the cost is \$15 to attend the dance; August 20 - Citizens Bank will be presenting a financial seminar at the library on “Planning for Retirement” beginning at 6:30 pm; there is no registration required; August 27 – the first day of school; September 3 – The Borough Office will be closed in observance of Labor Day; and September 8 - Balderdash Home Brewfest will be held at Dill’s Tavern from 12-5 pm. There is a \$15.00 admission and you MUST be 21 years or older to attend. For more information call 717-576-5664.

COMITTEE REPORTS

Public Works Committee

Neither Council Member Anderson nor Fawber had anything to report.

Public Safety Committee

- A. Discuss/Take Action – Setting Trick-or-Treat - Council Member Baldwin stated each year the Borough usually designates the last Thursday of October as the official date of the Trick-or-Treat festivities within the Borough. Council Member Baldwin moved to set this year’s official 2012 date and time of Trick-or-Treat in the Borough of Dillsburg for Wednesday, October 31, 2012, from 6:00 P.M. until 8:00 P.M. Motion was seconded by Council Member Fawber. - Motion carried.

Administration Committee

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

OLD BUSINESS

There was none.

NEW BUSINESS

Mark Ryder informed everyone the Wellsville Carnival would be held Thursday, August 16 through Saturday, August 18th.

Mr. Ryder wished Vice President Kelley and Junior Council Member Zook good luck on Saturday in playing in the Will Fisher Orchestra.

ADJOURNMENT

Since there was no further business, Council Member Laukemann moved to adjourn the regular meeting. Motion was seconded by Vice President Kelley. – Motion carried. The regular meeting was adjourned at 7:22 pm.

Respectfully Submitted,

Debbi Beitzel

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Borough Secretary

cc: Borough Council Members
Mayor Snyder
Tim Knoebel
Mark Allshouse