

DILLSBURG BOROUGH COUNCIL MEETING
September 10, 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, Vice President Holly Kelley, Hal Anderson, Dave Baldwin, Matt Fawber, John Richardson and Yvonne Laukemann and Junior Council Member Carissa Martin. Also present were the following: Mayor Henry Snyder, Borough Manager Karen Deibler and Borough Secretary Debbi Beitzel. Borough Engineer Tim Knoebel and Borough Solicitor Mark Allshouse weren't present.

The following visitors were present: Gene Baptisti from the Carroll Township Police Department, Ed McCoy from Citizens' Hose Fire Co. #1, NYCHAPS Representative Larry Klase, New Hope Ministries Representative Laurie Wentzell, Senior Center Representative Scott Shughart, Mary Lou Bytof from the Dillsburg Banner, YCBA and COG Representative Mark Ryder, and Dillsburg Borough Residents Ben Martin, Jeff Walters, Cindy McCoy and Wendell Hollinger.

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 called for an executive session to discuss contracts and indicated there would be no reason to reconvene. Council Member Baldwin moved to approve the agenda as amended. Motion was seconded by Vice President Kelley. – Motion carried.

APPROVAL of the MINUTES

August 5, 2013 Committee Meeting – Council Member Richardson moved to approve the Committee Meeting minutes of August 5, 2013 as presented. Motion was seconded by Council Member Laukemann. – Motion carried.

August 13, 2013 Council Meeting – Council Member Fawber moved to approve the Council Meeting minutes of August 13, 2013 as presented. Motion was seconded by Council Member Laukemann. – Motion carried.

DEPARTMENT REPORTS

Police Department Report

Gene Baptisti reviewed the August, 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. He indicated for the month of August 2013, there were 92 calls for service for a year-to-date total of 606. There were six traffic accidents in August 2013, for a year-to-date total of 61; one of which was reportable for a year-to date total of 16 and five were non-reportable for a year-to-date total of 45 and the officers issued a total of 36 traffic citations in August 2013, for a year-to-date total of 333.

Part I offenses for August there were two thefts and year-to-date there were 15 which nine were cleared by arrest for a 60% clearance rate.

Part II offenses for August there were six which included three disorderly conducts, two drug offenses and one sex offense and year-to-date there were 32 which 26 were cleared by an arrest for a clearance rate of 81%. The total for Part I and Part II offenses was eight and year-to-date there were 46, which 34 were cleared by an arrest for a clearance rate of 73%.

Gene Baptisi stated the contracted hours were 251 hours and 37 minutes; the actual hours worked were 251 hours and 37 minutes. The breakdown of hours was as follows: Patrol-183 hours and 50 minutes; Foot Patrol-20 hours and 5 minutes; Complaints-37 hours and 0 minutes; Investigations-4 hours and 30 minutes; Paper Work-5 hours and 27 minutes; and District Court- 0 hours and 45 minutes. The total year-to-date hours was 1,972 and 21 minutes.

Ambulance Service Report

No representative was present but provided Council and Mayor with a written report for August, 2013.

Fire Company Report

Citizens' Hose Fire Company #1 – Ed McCoy provided a report for the month of August 2013 to the Council and Mayor. Mr. McCoy indicated for the month of August 2013 there were 27 incidents; three were in Dillsburg Borough which included one medical assist and two motor vehicle accidents; for a year-to-date of 75 calls in the Borough out of 288 total calls. He indicated they have accrued 856.25 man hours for training through the end of August, 2013.

He indicated they had gone to the Kindercademy and recertified all their teachers and parents on the fire extinguisher training.

Mr. McCoy thanked Manager Deibler and Borough Council for allowing them to temporary put the Fire Safety House on the Borough parking lot until a permanent home can be found.

He indicated on Saturday night, September 14th, they were holding a Family Fun Night at the Fire House and tickets were \$5.00; meal include ham and turkey and all were invited.

Franklintown Fire Company – Manager Deibler stated Franklintown Fire Company couldn't be present but did report they had 28 calls for August and there will no incidents in the Borough in August; year-to-date they had 235 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 August 2013 were \$55,389.50. 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 presented. Motion was seconded by Council Member Fawber. Council Member Richardson abstained. - Motion carried.

Planning Commission Report

There was no representative present.

Dillsburg Area Authority

There was no representative present.

Community Groups

Senior Center - Scott Shughart thanked Council for their continuing support. He discussed their totals July 1, 2012 to June 30, 2013. He stated they had served 6,870 daily lunches and delivered 4,761 meals on wheels.

He indicated some of the programs included: advance directives, medicated state recoveries, lyme disease, preparing for emergency evacuations with Tim Hildebrand, and a senior forum with Representative Mike Regan. Mr. Shughart stated they haven't been traveling quite as much lately but some of the trips

included: I-Max, Allenberry, Dream Rights Theatre and Pinchot Park. Some of the Health programs include: Healthy Steps and Motion, hosted the distribution of farmers market nutrition vouchers, and a 55-Alive driver training class. The Volunteer projects include: making pies, ice cream, and Maryland crab soup.

Mr. Shughart updated Council and Mayor the relationship with the State Department of Aging office. Mr. Shughart presented a quick overview. He indicated a number of years ago the aging office began placing more emphasis on the number of daily lunches served at senior centers; which culminated in a requirement from October, 2012 to March, 2013 all senior centers were required to serve a daily average of 40 lunches a day. The Dillsburg Senior Center was not able to hit that target; they only served 30 lunches a day. The Aging office didn't offer the senior center a contract for this year; this year's contract period started July 1st and goes to June 30, 2014. He stated they had solicited some support from Mike Regan's office and are now working under a memorandum of understanding with the County; which basically means if in six out of the next nine months, they average 35 lunches a day, the Aging Office will give the senior center another contract. During this period of time, the center is required to purchase their own lunches. If the center does meet the average of 35 lunches per day in any of those months in the nine month period, the Aging Office will reimburse the center \$1,000.00 for those months. In July, they averaged 28, in August they averaged 36 and in September to date they averaged 32. Mr. Shughart stated they do continue to deliver meals on wheels; which is the only funding they received from the County; they receive \$1.70 for each meal delivered or attempted to deliver.

President Griffin asked if there was anything the Borough could do to help. Mr. Shughart stated he didn't know if the Aging Office would change their position or not. They continue to persuade them to pursue a different policy by using various means. He stated the Aging Office has not adequately considered the demographic reality that the center faces. They serve Carroll, Franklin, Monaghan, Warrington, and Washington Townships, which are fairly rural; they serve the second most rural territory of all the senior centers in York County.

Council Member Laukemann asked how the center pays for the \$2,000.00 a month. Mr. Shughart stated out of their reserves. Council Member Laukemann asked what the daily cost of each meal was. Mr. Shughart stated they don't pay for the meals but the people do have the opportunity to donate towards the cost of the meal; which is \$3.50 per meal.

Council Member Richardson asked how old a person had to be to qualify for a lunch. Mr. Shughart stated 60 or over and they had to be a York County resident to qualify.

Council Member Anderson asked how many meals on wheels were being delivered. Mr. Shughart stated they are delivered three times a week to 15 people on the Dillsburg route and five on the Lewisberry, Wellsville, and Rossville route. Council Member Anderson asked if those people were counted towards the average lunch served per day. Mr. Shughart stated no.

New Hope Ministries - Laurie Wentzell indicated they were coming off a wonderful summer serving children and youth in the community; which included a week long day camp and a seven week program involved with service projects. They had 18 children and 29 teenagers in the Dillsburg Area and 19 children from the Wellsville area participated in the summer program.

Ms. Wentzell stated now that school is back in session they switch back to the after school programs. She stated they feel the youth and children programming has the greatest impact on the community's generational poverty cycle. However they are increasing the stability programming for the adults.

She indicated they had written 68% more personal plans and 112% more follow-up on the personal plans. They had two people from Dillsburg who had received their GED and provided scholarship assistance to 11 people from the Dillsburg/Wellsville area. Ms. Wentzell indicated they are seeing on the horizon, English as a second language and assuming they could raise the funds to do a certified nursing assistance program.

She stated they have helped 261 households with food, 11 households with utilities, and 14 households with gasoline for their vehicles, assisted 13 households with housing or housing referrals and

worked with 634 different households which represents an 11% increase over the previous year. Ms. Wentzell indicated unless the economy changes significantly, they are anticipating seeing a continue increase in the community for need in crisis assistance.

Ms. Wentzell thanked Borough Council for their continued support as they reach out to meet those in need within the community.

NYCHAPS – Larry Klase indicated NYCHAPS has become involved with more programs over the last year because of some new board members; they held a successful Colonial Kids Camp, WWII tribute Day, Will Fisher Orchestra, and the Balderdash festivities. He stated this coming Saturday, September 14th, was AG Day; a Pork & Sauerkraut dinner scheduled for November; and Colonial Christmas event scheduled for December.

Mr. Klase thanked Council for their continued support. He indicated currently the expensive project was the barn restoration which was approximately 60% finished; unfortunately 99% through the funding for the barn. He stated the barn was dated back to the 1790's and there are only two or three other barns like it in Central Pennsylvania.

Mr. Klase suggested checking out their website frequently and/or following them through Facebook. He mentioned First Friday was scheduled to start back up in October.

YCBA & COG

COG – Mr. Ryder indicated he attended the workshop session August 19th with Cumberland County Commissioner Gary Eichleberger speaking regarding the five year plan and their future. There will be no meeting in September because of the annual picnic which will be held on September 16th at Sunset Golf Course in Middletown; meetings will resume in October.

YCBA – Mr. Ryder indicated the next meeting was scheduled for September 26th at the Dover Fire House beginning at 6:30 pm.

Solicitor's Report

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

Engineer's Report

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

Tax Collector Report

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

Borough Staff Report

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

PUBLIC COMMENT

Larry Klase thanked Borough Council for placing stop signs at the intersection of Tractor and Bomar Alley.

Wendell Hollinger asked Borough Council to consider the possibility of writing a letter to the County Commissioners expressing the community's concern with regards to the fact the long term impact with the loss of the money for the Dillsburg Senior Center's meals would have and even have the support from surrounding municipalities might strengthen their case.

CORRESPONDENCE

There was none.

MAYOR'S REPORT

Mayor Snyder has nothing to report.

PRESIDENT'S REPORT

Community Events – President Griffin announced the following events: September 14 - The Third Annual Ag Day will be held from 9:00 am to 3:00 pm at Dill's Tavern. They will be butchering two hogs, making scrapple and sausage, which will be sold on a first come first served basis. They will also be cutting cabbage for sauerkraut and packing it in jars, which will be ready for the table in six weeks. Admission is free; September 17 - The Library will be holding its first book discussion at 6:30 pm. The book is entitled The Last Runaway by Tracy Chevalier; September 20 - New Hope Ministries will be holding their 15th Annual Golf Tournament at Range End Golf Club. The event will begin at noon. For more information call 717-432-2087; September 24 – The Library will be presenting a Birding Program beginning at 6:30 pm by Jon Dale, area resident and longtime Appalachian Audubon Society member and will be sharing his photos, knowledge and experience in attracting over 45 bird species. The program is free and open to the public. For more information call the library at 432-5613; September 26 – The Library will be sponsoring a drop-in Tech Guru session from 2-4 pm. Adam Barton, from Martin Memorial Library will be available to assist individuals in setting up or using their new electronic devices. The program is free and open to the public. For more information call the library at 432-5613; October 4 – First Friday's begin at Dill's Tavern.

COMITTEE REPORTS

Public Works Committee

Neither Council Members Anderson nor Fawber had anything to report.

Public Safety Committee

- A. Discuss/Take Action – Traffic Signal Repairs - Council Member Baldwin stated during the bi-yearly required inspection of the traffic signals by Swam Electric Company, it was found that the left hand turning loop going north bound on Route 15 was not performing properly. Swam provided the Borough with 2 estimates: One to replace the traffic turning loop for \$4,935.00 and one for installing a 2-way camera system for \$13,535.00. Council Member Baldwin moved to approve authorizing the replacement of the turning loop for the amount of \$4,935.00, and authorize the Borough Manager to sign all necessary contracts for this replacement. Motion was seconded by Council Member Richardson. – Motion carried.

Administration Committee

- A. Discuss/Take Action – Non-Uniform Pension MMO – Vice President Kelley stated each year the Borough determines the specific funding necessary to meet its financial obligation for funding of the Non-Uniform Employees Pension Fund. The Borough Manager, along with the Actuary, has determined that the Minimum Municipal Obligation (MMO) for 2013 should be \$9,515.00. This funding obligation will be met through a combination of State and Borough funds. The obligation will become part of the Pension Plan calculations for 2013 and will also be considered as a General Fund expense for the Borough Budget. Vice President Kelley moved to approve the specific funding for the 2013 MMO to be paid in 2014 for the Borough Non-Uniform Employees Pension Fund in the amount of \$9,515.00. Motion was seconded by Council Member Laukemann. – Motion carried.

- B. Discuss/Take Action – Resolution 2013-7 – Authorizing the submission of an application for funding to DCED – Council Member Laukemann stated Dillsburg Borough Council would like to authorize the submission of an application for funding through the Department of Community and Economic Development for façade and streetscape projects. Council Member Laukemann moved to approve Resolution 2013-7, authorizing the submission of an application for funding for façade and streetscape projects to the Department of Community and Economic Development. Motion was seconded by Vice President Kelley. – Motion carried.

OLD BUSINESS

There was none.

NEW BUSINESS

Council Member Laukemann reminded Council and staff on September 17th from 5-7:30 pm the DABA was having a Mixer with the Mechanicsburg Chamber at the Range End Country Club and everyone was invited to attend.

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 7:42 pm.

Respectfully Submitted,

Debbi L. Beitzel

Debbi Beitzel
Borough Secretary

cc: Borough Council Members
Mayor Snyder
Tim Knoebel
Mark Allshouse