

DILLSBURG BOROUGH COUNCIL MEETING
October 11, 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, Dave Baldwin, Matt Fawber and John Richardson. Also present were the following: Borough Engineer Mike Begis, Borough Solicitor Mark Allshouse, Borough Manager Karen Deibler and Borough Secretary/Treasurer Debbi Beitzel. Mayor Henry Snyder and Council Member Kathryn Zeiders were absent.

The following visitors were present: Chief Sean Kapfhammer and Aaron Harner from the Carroll Township Police Department, YCBA and COG Representative Mark Ryder, DAA Representative Brian Radcliffe, Mary Lou Bytoff from the Dillsburg Banner, Scott Smith from the Patriot News and a Boy Scout (name unknown).

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 Fawber requested under Public Works, item B, Borough Park HOP be added to the agenda. Council Member Richardson moved to approve the agenda as amended. Motion was seconded by Vice President Kelley. – Motion carried.

APPROVAL of the MINUTES

September 6, 2011 Committee Meeting – Council Member Baldwin moved to approve the Committee Meeting minutes of September 6, 2011 as presented. Motion was seconded by Council Member Richardson. – Motion carried.

September 13, 2011 Council Meeting – Council Member Fawber moved to approve the Council Meeting minutes of September 13, 2011 as presented. Motion was seconded by Council Member Anderson. – Motion carried.

DEPARTMENT REPORTS

Police Department Report

Chief Kapfhammer reviewed September 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 87 and year to date for 2011 were 85; the total incidents reports filed for 2010 were 835 and year to date for 2011 were 924. There were 36 traffic accidents in 2010 and year to date in 2011 there were 66. There were 202 traffic citations issued in 2010 and year to date in 2011 there were 264 issued.

Part I offenses for 2010 there were 19 which 11 were cleared by arrest for a clearance rate of 57% and year to date for 2011 there were 22 which 14 were cleared by arrests with a 63% clearance rate.

Part II offenses for 2010 there were 68 which 58 were cleared by arrest for a clearance rate of 85% and year to date for 2011 there were 63 which 61 were cleared by an arrest for a clearance rate of 96%. The overall clearance rate was 88%.

Chief Kapfhammer stated the contracted hours worked were 243 hours and 30 minutes. The breakdown hours are as follows: Patrol-179 hours and 54 minutes; Foot Patrol- 6 hours and 23 minutes;

Complaints-42 hours and 55 minutes; Investigations-8 hours and 10 minutes; Paper Work-3 hours and 23 minutes; and District Court-2 hours and 45 minutes.

Vice President Kelley questioned why the Part I and II offense numbers were higher than last year. Chief Kapfhammer stated Part one offenses were only up by three and Part 2 offenses were actually five less. He didn't see where there were any crime spikes.

Ambulance Service Report

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

Fire Company Report

Citizens' Hose Fire Company #1 – There were no reports provided nor was there anyone present to report.

Franklintown Fire Company – There were no reports provided nor was there anyone present to 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 September were \$65,096.22. The Profit & Loss Budget vs. Actual Detail Report and a Cash Flow Report were also given to each Council Member and Mayor. Council Member Richardson moved to approve the payment of all bills as presented. Motion was seconded by Council Member Baldwin. - Motion carried.

Planning Commission Report

Planning Commission didn't meet in September.

Dillsburg Area Authority

Brian Radcliffe reported on the September 20, 2011 meeting. He stated there was no business that involved the Borough. He stated there was some maintenance activity at the various wells and at the sewage pumping stations.

He indicated they were able to locate four leaks in the water system with the help of the new leak detection equipment.

Mr. Radcliffe indicated DAA is looking into refinancing the sewer and water bonds.

YCBA & COG

YCBA – Mr. Mark Ryder stated he attended the quarterly dinner meeting in Shrewsbury on September 22, 2011; the keynote speaker was Jeff Heisman from PSAB. He indicated the annual banquet is being held on November 12, 2011 at the York Expo Center beginning at 6:00 pm.

COG – Mr. Ryder thanked Council Members Fawber and Richardson for going to the COG picnic held on September 19, 2011 at the Sunset Golf Club in Middletown. The next meeting will be held on October 17, 2011. Mr. Ryder indicated the Borough should have received the information regarding the salt bids. He indicated they will be voting on their budget either in October or November.

Solicitor's Report

Solicitor Allshouse provided Council and Mayor with a written report for work performed in September 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 September 2011 and had nothing to add.

Tax Collector

Madeline Harbold wasn't present but provided reports for the months of August and September 2011 to Council and Mayor.

Borough Staff Report

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

PUBLIC COMMENT

There was none.

CORRESPONDENCE

There was none.

MAYOR'S REPORT

Mayor Snyder was not in attendance.

PRESIDENT'S REPORT

President Griffin stated Farmers' Fair started last night with the crowning of the Queen and continues through Saturday with the Fantastic Parade beginning at 8:00 pm. He indicated Trick-or-Treat Night in the Borough will be held on October 27, 2011 from 6-8 pm. He indicated First Friday at Dills Tavern will be held on November 4, 2011; this is a BYOB and must be 21 years of age to attend. There is a \$10.00 admission which goes to support the tavern's restoration. He stated the next Council meeting will be held on Monday, November 7, 2011 due to Election Day being on Tuesday, November 8, 2011. The polls are open from 7:00 am to 8:00 pm at the Senior Center.

President Griffin indicated the library is looking for volunteers and the Borough Office is a drop off point for New Hope Ministries for their food pantry.

COMITTEE REPORTS

Public Works Committee

- A. Discuss/Take Action – Stormwater Management – Council Member Fawber stated Inadequate management of accelerated runoff of stormwater resulting from development throughout a watershed increases flows and velocities, contributes to erosion and sedimentation, overtaxes the carrying capacity of streams and storm sewers, greatly increases the cost of public facilities to carry and control stormwater, undermines flood plain management and flood control efforts in downstream communities, reduces groundwater recharge, threatens public health and safety, and increases non-point source pollution of water resources. A comprehensive program of stormwater management, including reasonable regulation of development and activities causing accelerated runoff, is fundamental to the public health, safety, and welfare and the protection of people of the Commonwealth, their resources, and the environment. Stormwater is an important water resource, which provides groundwater recharge for water supplies and base flow of streams, which also

protects and maintains surface water quality. Federal and state regulations require certain municipalities to implement a program of stormwater controls. These municipalities are required to obtain a permit for stormwater discharges from their separate storm sewer systems under the National Pollutant Discharge Elimination System. Council Member Fawber moved to adopt Ordinance 2011-2 which will promote health, safety, and welfare within the Borough and its watershed(s) by minimizing the harm and maximizing the benefits through provisions designed to meet legal water quality requirements under state law, including regulations protect, maintain, reclaim, and restore the existing and designated uses of the waters of the Commonwealth, preserve the natural drainage systems as much as possible, manage stormwater runoff close to the source, provide procedures and performance standards for stormwater planning and management, maintain groundwater recharge to prevent degradation of surface and groundwater quality and to otherwise protect water resources, prevent scour and erosion of stream banks and stream beds, provide proper operation and maintenance of all SWM BMPs that are implemented within the municipality and provide standards to meet NPDES permit requirements. Motion was seconded by Council Member Anderson. - Motion Carried.

- B. Discuss/Take Action – Borough Park HOP - Council Member Anderson stated the Dillsburg Borough Council is anxious to possibly begin work on the Dillsburg Community Park; however, DCNR has yet to award any 2011 grants. Council remains hopeful that Dillsburg Borough will be awarded a grant for the Park. In the meantime, Dillsburg Borough Council and Hershey Command LLC plan on starting the process with Penn DOT to obtain a Highway Occupancy Permit (HOP). Council Member Anderson moved to authorize President Jeff Griffin to sign the Penn DOT HOP application and other necessary paperwork in order to request and obtain the required Highway Occupancy Permit. Motion was seconded by Council Member Fawber. – Motion carried.

Public Safety Committee

Neither Council Member Richardson nor Baldwin had anything to report.

Administration Committee

- A. Discuss/Take Action – 2012 Proposed Budget – Vice President Kelley stated the 2012 Proposed Budget has been prepared and was reviewed by Council at their recent Committee Meeting. The Proposed Budget consists of Total Estimated Revenues of \$768,800.00 and Total Estimated Expenses of \$926,765.00. Expenses include contributions of \$21,070.00, street light fees of \$40,500.00, traffic signal charges of \$19,500.00 and \$329,280.00 in expenses for Public Safety. This Proposed Budget will not create a necessity for a real estate or occupational assessment tax increase, as the Budget will be balanced through the use of carryover funds from previous years. The 2012 Proposed Budget will be placed on public display from now until the November 7, 2011 Council Meeting at which time formal action by Council will be taken. Vice President Kelley moved that the 2012 Proposed Budget be approved and adopted as presented, and that any revisions be prepared for the 2012 Final Budget, to be adopted at the November 7, 2011 meeting of Borough Council. Motion was seconded by Council Member Fawber. – 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 Vice President Kelley. – Motion carried. The meeting was adjourned at 7:26 pm.

Respectfully Submitted,

Debbi Beitzel

Debbi Beitzel
Secretary/Treasurer

cc: Borough Council Members
Mayor Snyder
Tim Knoebel
Mark Allshouse