

***DILLSBURG BOROUGH COUNCIL MEETING  
December 11, 2007 – MINUTES***

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 Mark Ryder, Vice-President Jeff Griffin, Holly Kelley, David Baldwin and John Richardson, Also present were the following: Mayor Henry Snyder, Borough Solicitor Mark Allshouse, Borough Engineer Tim Knoebel, Borough Manager Karen Deibler and Borough Secretary/Treasurer Debbi Beitzel.

Council Members Kathryn Zeiders and Michael Whitzel were absent.

The following visitors were present: Ed McCoy from Citizens' Hose Fire Company #1, Traci Cook, Keith Heckert and Nick Albright from Citizens' Hose Company #1 EMS, Chief Jack Francis from Carroll Township Police, Mary Lou Bytof from the Dillsburg Banner, the Borough's DAA Representative Mervin Ice, Planning Commission Representative Leon Zeiders, Will Clark from York County Planning, NYCHAPS Representatives Larry and Joanne Klase, John Shambaugh and Linadale Mallory and Dillsburg Borough Resident Jeff Beitzel.

The meeting was called to order by President Ryder at 7:00 PM followed by the Pledge of Allegiance to the flag and an invocation.

**APPROVAL of the AGENDA**

President Ryder added item K, Employee Incentives, under Administrative Committee. Council Member Richardson moved to approve the agenda with one addition. Seconded by Vice President Griffin. – Motion Carried.

**APPROVAL of the MINUTES**

November 12, 2007 Council Meeting – Council Member Richardson moved to approve the Council Meeting minutes of November 12, 2007 as presented. Seconded by Vice President Griffin. – Motion Carried.

December 4, 2007 Committee Meeting – Council Member Richardson moved to approve the Committee Meeting minutes of December 4, 2007 as presented. Seconded by Vice President Griffin. – Motion Carried.

**DEPARTMENT REPORTS**

***Police Department Report***

Chief Francis reviewed the November 2007 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 filed for the month of November were

82, down 14 from last year, year-to-date total 1,094, which was 55 more than the same time period last year. There were five traffic accidents for the month of November, which included two injury accidents and three non-reportable accidents, year-to-date 52, which was ten less than the same time period last year. There were 35 traffic citations for the month of November, year-to-date 279, which was 12 less than the same time period last year.

Part I offenses for the month of November, there was a total of five, which included three larceny thefts, one burglary and one assault, for a year-to-date total of 49, with a clearance rate of 8%. Part II offenses for the month of November, there were five incidents, which included four criminal mischief/vandalisms, and one fraud offense, year-to-date 77 of which 42 were cleared, with a clearance rate of 54%. The overall clearance rate is 36%.

He indicated the pedestrian crosswalk enforcement was done and had received a lot of positive comments.

President Ryder asked if the Citizens' Bank arson case was closed. Chief Francis indicated it was cleared by an arrest.

Chief Francis complimented Borough Manager Karen Deibler and Secretary Treasurer Debbi Beitzel for their help with an incident earlier in the week in which information was needed from the Borough's records as to a homeowner of a certain property.

#### Ambulance Service Report

Traci Cook opened by introducing Keith Heckert and Nick Albright and stated EMS would try to always have a person present to represent Citizens' Hose EMS.

Keith Heckert provided a report for the month of November to Council and Mayor. There were a total of 123 calls in the month of November and 21 of them were in Dillsburg Borough, which included 16 medical emergencies, three fire, and two motor vehicle accidents. For year-to-date there were a total of 211 calls in the Borough of Dillsburg and a total of 1,227 for all municipalities.

Traci Cook indicated beginning the first of the year; they would be educating the municipalities on the financial and/or operations of EMS.

#### Fire Company Report

Citizens' Hose Fire Company – Deputy Chief Ed McCoy presented a report for the month of November to Council and Mayor. Mr. McCoy indicated for the month of November there were 37 runs, year-to-date total of 365; seven were in Dillsburg Borough, for a year-to-date of 83, which included one medical assist, one motor vehicle accident, two structure fires, one fire police call, and two automatic fire alarms. He also presented a report with the membership responses, ranking for November and year-to-date totals. He stated the key number was the average member per call which was above 10.

He indicated on Saturday, December 15, 2007, Franklinton, Dillsburg and Monaghan were having a "Let's Play in the Same Sandbox Christmas Party" beginning at 4 PM at the Dillsburg Firehouse and the Council was invited for a hot dinner.

He stated weather permitting; they would be taking Santa Claus through the community on the fire truck on Sunday, December 16<sup>th</sup>.

He also stated there would be some training at the old Hardees on Friday, Saturday and Sunday, December 14<sup>th</sup>-16<sup>th</sup>.

Deputy McCoy indicated there are some more tower issues, but it's seemed to be County wide and could be a result to the new Com-Center. Council Member Richardson asked whenever they do the tones, do they go into a computer system, so when someone is at the firehouse, they could punch in and see where the call is. Traci Cook indicated no, but wished they could. Deputy McCoy indicated there is a LED board, but it's a significant amount of money.

He stated the same officers are in place for 2008 with minor changes: Deputy Chief McCoy would be the Chief Director; Dave Thompson would be the President and have a new Lieutenant.

#### 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 November would be \$79,594.85. 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 Unpaid Bills as presented. Seconded by Vice President Griffin. Council Member Richardson abstained because of an insurance payment that needed approved. – Motion Carried.

#### Planning Commission Report

Mr. Leon Zeiders had nothing to report due to not having a November meeting.

#### Logan Park Authority

Council Member Kelley reported on Logan Park's monthly meeting held on November 14, 2007.

She indicated nominations were taken for positions on their board.

She indicated there would be no meeting in December and the next meeting would be held on January 16, 2008.

#### Dillsburg Area Authority

Mr. Mervin Ice indicated they received a list from Penn DOT showing all the roads in the area that may affect the Authority and looking in the system to see if any roads could be cut before new payment is put down.

He indicated the work on Chestnut Street was near completion and a hydrant was moved from one side of Harrisburg Pike to the other side.

#### Engineer's Report

Borough Engineer Tim Knoebel provided Council and Mayor with a written report for November 2007 work performed; predominantly with Autumn Woods, Winfield, Sheetz and finalizing the five year Community Facilities Plan.

### Solicitor's Report

Solicitor Allshouse provided Council and Mayor with a written report for November 2007 work performed. He indicated, he and the Borough Manager were able to secure the payment for the electric/light bill which the Borough had paid for the past three years.

Mayor Snyder asked if there were any more details on the Revitalization Project and were we any further with Penn DOT. Solicitor Allshouse stated Penn DOT was leading the Borough back and forth. He continued by saying first they said we need easements; then they said they don't need easements if the Borough has an ordinance. We asked them who had an ordinance like this, for us to look at, which they provided. He stated they now want easements. Council Member Kelley asked if the letters have been written to everyone. Manager Deibler indicated they are started, however we are waiting for some more information before they go out into the mail. Vice President Griffin asked if a date had been set for the meeting. Manager Deibler indicated it's a YAMPO meeting and they just need updated information to them by December 20 and don't really have to attend.

### Tax Collector

Cristina Speicher provided Council and Mayor with written reports.

### Borough Staff Report

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

### PUBLIC COMMENT

Will Clark – Area Transportation – Senior Transportation Planner with the York County Planning Commission and representing the York Area Metropolitan Planning Organization (YAMPO), which is the decision making body for York County projects that Penn DOT funds. He indicated everyone should have received information about the NYCRCF and a transportation amendment to the plan. He indicated they want to work with the municipalities that adopted the plan back in 2005 and add more depth to the transportation element that was included in the 2005 plan. He indicated a lot of things have gone on since the 2005 plan; and want to reevaluate the things that were recommended in the plan and identify where to move forward; and come up with a concrete plan of how to move forward with improvements, especially the Route 15 corridor. He stated there are a few major focus points that need to be addressed in the comprehensive plan. The first and most important is the Route 15 corridor project. He indicated currently YAMPO has funding set aside to do improvements on the Route 15 corridor. He stated with the South Mountain Commons development, there has been discussion about which projects should be done because they are doing a lot of work proposed with their projects and a couple different options as to what YAMPO should do is based on what happens to the development. He also stated in the comprehensive plan

it identifies the northern interchange to be looked at. He indicated there has been discussion on whether or not to concentrate on a southern interchange first. He stated this is the census throughout the municipalities in the area and wants to make sure if they move forward on the southern interchange that once the design is gone through, that it's incorporated in the comprehensive plan correctly. He indicated the northern interchange is identified and YAMPO only has set aside money for one interchange. The original comp plan in 2005 wasn't financially constrained as far as what improvements could have been done. He stated there were two interchanges put in there; however YAMPO, in their long range plan could only fund one of the interchanges. He indicated they are proposing to collect additional data for the areas that aren't included in previous studies, but the main objective of that section of the comp plan element addendum is really to identify which way to move forward with Route 15 improvements. The other section of the addendum would look at an intersection south in Franklin Township and look at the ones that are unsignalized and not currently controlled by traffic signals and what kind of safety improvements could be done at that location or is there a future need for an interchange and what are the things we could do as far as reserving right-of-ways or zoning issues.

He indicated the final thing is to look at some pedestrian improvements throughout the area and look at some major attractions in the area, whether it is schools, municipal buildings, post offices or libraries and identify a certain radius that would be identified by the committee and identify where the missing gaps are in the pedestrian/sidewalk inventory. He indicated these are the three priority areas the addendum is going to look and they are all high priorities from the 2005 comp plan.

Mr. Clark stated at this point in time the planning project is proposed at \$140,000.00 and Franklin Township is moving forward and applying for DCED and Penn DOT funding. He stated if these funds wouldn't go through, they would be asking municipalities for contributions.

Council Member Richardson asked if the plan is to move forward and put in a southern interchange. Mr. Clark stated no, what the study is to look at is to see if the northern interchange is still where everyone wants to go, which is what the comp plan indicates or do the southern interchange. He also stated they should have some actual traffic data and the comp plan didn't have any traffic studies to make a decision. Council Member Richardson asked if another study is being done or has the state given the money, that once the study is done, whether it is a northern interchange or southern interchange, which we have all agreed on, that it's going to be done rather than sit for another 3 years and then have to do another study. Mr. Clark indicated in 2001, when the original study was done, we programmed dollars right away to do the three projects: the Harrisburg Pike and South Mountain Road signal lights, which is completed and the others were held off because of the developments in the area. Mr. Clark indicated they were planning on moving forward but through discussions with Carroll Township and Dillsburg Borough, we decided with all the changes, we were going to hold off on the improvements.

Council Member Baldwin indicated there were meetings over the summer and there was consensus that if Dillsburg Borough and Carroll Township came to the

agreement of which interchange, it would be moved forward rather than going back and doing more studies. He also stated there were letters sent from both municipalities indicating the southern interchange. Mr. Clark stated it was talking about short term improvements and was talking about putting a signal at Range End Road. Council Member Baldwin indicated that wasn't the case, the consensus was to put in a full interchange in at the southern end of Range End Road. Mr. Clark indicated the letter they received from Carroll Township was stating not putting a signal at the Range End Road intersection. Council Member Baldwin indicated the copy of the letter he saw from Carroll Township stated they wanted the southern full interchange as long as it didn't take Orebank Road as a bypass road. He continued by stating they go to the meetings and makes a concession and we decide what needs to be done; and nothing gets done. Council Member Baldwin indicated the study is basically to help Franklin Township get zoning. Mr. Clark indicated they already have zoning, which they adopted last year. Mr. Will Clark stated it might not have been as clear as you thought, the letters he received, he thought they were conflicting in what was decided as oppose to what the letters actually reflected. Council Member Baldwin stated what they have seen as a Council from Carroll Township was the consensus 100% full southern interchange due to the fact the land was more available there without disturbing and more cost effective to be done at this time. Mr. Clark indicated that is the something they will be looking at and the original comp plans states the northern interchange is being done first. He also indicated the comp plan would have to be changed if the southern interchange is being done first. Discussion. Council Member Baldwin indicated the report he had showed a cost of \$20 million dollars. Mr. Clark indicated those reports didn't have any interchanges, that was making Route 15 six lanes and doing signal light improvements at certain locations. Discussion. Council Member Kelley indicated she didn't understand what overdone improvements meant. Mr. Clark stated as you are aware, the conditions of the bridges in Pennsylvania and York County; and every dollar that is spent for capacity congestion litigation improvements are dollars that we can't spend on fixing the bridges. He also stated 24% of the bridges in York County are constructively deficient. President Ryder asked when the grants were applied for, were letters also sent to Senator Pat Vance and Representative Scott Perry letting them know what we applied for. Mr. Clark indicated it wasn't something that was talked about but would make a note of it. He indicated Representative Perry and Senator Vance are both aware of this project.

John Shambaugh, Franklin Township and Dillsburg Borough property owner, indicated there were two ordinances on the agenda that are going to be considered and just have some general comments to Council. He stated last year there was an ordinance adopted on commercial properties and tonight's ordinances deal with commercial properties. He stated the last section of the smoke detector ordinance exempts single family residential. He indicated it appears Council is discriminating against the commercial buildings in the borough. Mr. Shambaugh indicated in 2004, Council adopted the property management code and states all structures in the municipality. He stated his concern was that Council is discriminating against the commercial property owners and unfair.

## CORRESPONDENCE

There was none.

## MAYOR'S REPORT

Mayor Snyder indicated he attend Penn DOT's maintenance operations plan meeting in York County Winter Operation Overview on November 13, 2007.

## PRESIDENT'S REPORT

President Ryder announced the Annual Tree Lighting Ceremony was held on Friday, December 7, 2007 and the Mayor did a wonderful job doing the Proclamation. He indicated he, Council Member Kelley and Vice President Griffin were in attendance on behalf of the Borough. He thanked DABA, Jay Young, Dillsburg Brass and the Library for all they did.

He reminded everyone the Pickle Drop is held on December 31<sup>st</sup> and the streets would be closing around 6:30 PM. He indicated it will be the 15<sup>th</sup> year for the event and there will be activities at the firehouse.

He indicated the Christmas Tree pick-up would be advertised in the Dillsburg Banner, on the website and the Dillsburg Borough cable channel; it will be held on January 3<sup>rd</sup> and 9<sup>th</sup>.

He thanked the staff, Council and Mayor for their support. He thanked the organizations that support our borough; NYCHAPS, NYCSF and Jeff Griffin, DABA, Citizens' Hose, Dillsburg Garden Club, Jaycees, Lions, Northern York Recreation Sport Groups, the scouting groups, Revitalization and Jay Young and all those who contribute during the year to the Borough. He also thanked those who come each month to report about their organizations; Tax Collector, fire department, police department, DAA, Planning Commission, Vacancy Board, and groups that volunteer for the community and Borough. He personally thanked Leon Zeiders for helping with the leaf pick-up.

President Ryder stated there was no meeting held this month for the Capitol Region COG due to the holidays and will resume on Monday, January 21<sup>st</sup> with the installation of officers at the Penn Harris.

He stated on behalf of the Borough Council, Mayor and the staff, we wish everyone a Merry Christmas a prosperous New Year and a safe holiday season.

## COMITTEE REPORTS

### *Public Works Committee*

- A. Discuss/Take Action – Winfield Extension - Council Member Baldwin stated the developer of the Winfield Subdivision submitted a Final Phase 1 Land Development plan to the Dillsburg Planning Commission in July of 2007. At this time there are certain deficiencies, matters of incompleteness or other similar items by reason of which the Council cannot approve the plans. The Borough has received correspondence from the developer requesting that a time extension be granted in order for this situation to be resolved before further action is taken. Council Member Baldwin moved to grant a Time Extension until March 31, 2008

for the Winfield Final Phase 1 Land Development Plan. Seconded by Council Member Richardson. – Motion Carried.

- B. Ordinance 2007-9 – Autumn Woods Dedication – Council Member Richardson stated Autumn Woods Development has now been completed. The Borough Engineers, Tim Knoebel and Michael Begis of KPI, have completed inspections of infrastructure, set the necessary maintenance bond amount and have reviewed the legal description for accepting portions of Clemens Drive, as well as, Autumn Woods Court located in Autumn Woods. The Borough Solicitor, Mark Allshouse, has reviewed the deed and maintenance bond. The outstanding issue involving an escrow account was handled and the dedication of the sewer and water lines to the Dillsburg Area Authority has been completed. Council Member Richardson moved to adopt Ordinance 2007-9, accepting and ordaining Autumn Woods Court and a section of Clemens Drive being a portion of and contained within Autumn Woods Development within the Borough of Dillsburg. Seconded by Council Member Baldwin. – Motion Carried.

Public Safety Committee

- A. Ordinance 2007-11 – Smoke Detector Amendment – Council Member Baldwin stated in order to promote the health, safety and welfare of residents, the general public and property in the Borough of Dillsburg, Chapter 7, Part 1, details the installation of smoke detectors in properties located in the Borough. Ordinance 2007-11 further defines these details pertaining to such topics as penalties and installation locations. Council Member Baldwin moved to adopt Ordinance 2007– 11, an ordinance of the Borough of Dillsburg, York County, Pennsylvania, amending Chapter 7, Part 1, Smoke Detectors, of the Borough Code. Seconded by Council Member Richardson. – Motion Carried.

Administration Committee

- A. 2008 Proposed Budget – Vice President Griffin stated the 2008 Proposed Budget was reviewed and adopted by Council at the November 12<sup>th</sup> Council Meeting. Further review and discussion resulted in no adjustments to the proposed budget. The Proposed Budget adopted by Council was put on public display between November 13<sup>th</sup> and today. The 2008 Budget is now ready for adoption at this time. Vice President Griffin moved to adopt the 2008 Budget for the Borough of Dillsburg as presented with projected Revenue of \$806,455.00 and projected Expenses of \$821,695.00. Seconded by Council Member Kelley. – Motion Carried.
- B. Ordinance 2007-12 – Tax Ordinance for 2008 – Vice president Griffin stated each year the Borough is required to enact a Tax Ordinance fixing the tax rates for Real Estate and Occupation Assessment Taxes for the coming year. The rates will stay the same as they were last year: Real Estate - 2.37 mills and Occupation Assessment Tax - 1200 mills. Vice President Griffin moved to adopt Ordinance 2007-12 fixing tax rates for the non-exempt real property at 2.37 mills and the

- occupational assessment at 1200 mills. Seconded by Council Member Kelley. - Motion Carried.
- C. Resolution 2007-13 – Appoint 2008 Delinquent Tax Collector – Vice President Griffin stated as Council Members are aware, each year we develop a Resolution appointing the Delinquent Tax Collector for the Borough. Resolution 2007-13 appoints J. P. Harris Associates as the Delinquent Tax Collector for the Borough of Dillsburg. Vice President Griffin moved to adopt Resolution 2007-13 appointing the 2008 Delinquent Tax Collector for the Borough of Dillsburg. Seconded by Council Member Kelley. – Motion Carried.
- D. Resolution 2007-17 – 2008 Fee Schedule – Vice President Griffin stated various ordinances provide for the assessment and collection of fees in order to recoup the cost for professional services provided by the Borough. In 2008, costs incurred by the Borough for some building code permits and related fees will increase and per Ordinances 2006-6 and 2007-5, Residential Rental registration and inspection fees have been set. Vice President Griffin moved to adopt Resolution 2007-17 establishing a new Borough Fee Schedule as of January 1, 2008. Seconded by Council Member Kelley. – Motion Carried.
- E. Resolution 2007-18 – Appointment Animal Control Officer and Shelter – Vice President Griffin stated as Council Members are aware, the Borough of Dillsburg must provide for animal control services to ensure the safety, health and welfare of its residents and must also provide for the shelter and care of stray and/or injured or abused animals in the Borough. Vice President Griffin moved to adopt Resolution 2007-18 appointing Tim Kohler, of Kohler Animal Control Services located in Manchester, PA, as the Animal Control Officer and the SPCA of York County, located in York, PA, as the Animal Shelter for the Borough of Dillsburg in 2008. Seconded by Council Member Kelley. – Motion Carried.
- F. Ordinance 2007-10 – Rental Amendment – Council Member Kelley stated in order to promote the health, safety and welfare of rental units, renters and the general public of the Borough of Dillsburg, Ordinances 2006-6 and 2007-5 detail the registration, maintenance, etc. of rental properties located in the Borough of Dillsburg. Ordinance 2007-10 further defines these details pertaining to such topics as penalties and new or additional rental units. Council Member Kelley moved to adopt Ordinance 2007-10, amending Ordinances 2006-6 and 2007-5. Seconded by Vice President Griffin. – Motion Carried.
- G. Discuss/Take Action – Fowl Permit – Council Member Kelley stated Section 2-101 of Chapter 2 of the Code of the Borough of Dillsburg states that it shall be unlawful for any person, firm, corporation or other entity to engage in the keeping or housing of poultry or other undomesticated animals in the Borough without first obtaining a permit. Reverend Benjamin Leese of 107 Gettysburg Street has applied for a permit in order to raise Bobwhite Quail. The Borough has been provided with the purpose for keeping the fowl, the description of the quarters where the fowl will be maintained, the process for waste removal and the expected noise level. Council has reviewed the information and application and found everything in order. Council Member Kelley moved to approve the

application as submitted and authorize the Borough Manager to notify the applicant of the approval with the understanding that Council may withdraw the permit at any time whenever such keeping or housing of the fowl shall have a detrimental effect upon the health, safety or welfare of the Borough or its residents. If the permit would be withdrawn, the applicant shall be notified in writing of the reasons therefore, and be ordered to remove such fowl within a specified time. Seconded by Vice President Griffin. – Motion Carried.

- H. Discuss/Take Action – Pet Permits – Council Member Kelley stated Section 2-102 of Chapter 2 of the Code of the Borough of Dillsburg states that residents must have a permit in order to keep more than four (4) dogs and cats, in aggregate number, more than six (6) months of age or older. Donna J. Yost of 227 South Baltimore Street, Susan Navratil of 223 South Baltimore Street and Jill Janney of 220 South Baltimore Street have applied for pet permits. All requested forms, information and fees have been supplied to the Borough. Council has reviewed the applications and has found everything in order. Council Member Kelley moved to approve the applications as submitted and authorize the Borough Manager to notify the applicants of the approvals and process the permits with an expiration date of December 31, 2008. Seconded by Vice President Griffin. – Motion Carried.
- I. Resolution 2007-16 – 2008 Meeting Schedule – Council Member Kelley stated as Council Members are aware, each year we develop a Meeting Schedule for the coming year and adopt the Schedule by Resolution. The Schedule of Meetings is distributed and advertised in the local newspaper. Please note that Council meetings will be held at the Dillsburg Area Authority Building, 98 West Church Street, Dillsburg. All other meetings will be held in the Dillsburg Borough Office, 151 South Baltimore Street. Council Member Kelley moved to adopt Resolution 2007-16 setting the 2008 Meeting Schedule for the Borough of Dillsburg. Seconded by Vice President Griffin. – Motion Carried.
- J. Re-Organization Meeting – Council Member Kelley announced there would be a Re-organizational meeting of the Borough Council held on Monday, January 7, 2007 at 6:15 P.M. at the Borough Office located at 151 South Baltimore Street. The only order of business to be conducted would be the swearing in of the new Council Members, the election of Council President and Council Vice President and committee appointments.
- K. Employee Incentives – Vice President Griffin stated since the Borough Manager hasn't received a pay increase in the last two years and wouldn't received one in 2008, and has taken on additional tasks as asked by Council and all employees have worked to maximum income and to keep expenses to a minimum. Vice President Griffin moved that Council provide incentive payments to the employees at the amounts discussed at the Executive Session held on Tuesday, December 14, 2007 and shown in the Executive Session Document 07-A. Seconded by Council Member Kelley. – Motion Carried.

OLD BUSINESS

There was no old business.

NEW BUSINESS

Larry Klase of NYCHAPS thanked the Borough Council for including them in the budget for the upcoming year.

President Ryder thanked Mary Lou Bytof of the Dillsburg Banner for the write ups in the paper and attended the meetings.

ADJOURNMENT

Since there was no further business, Council Member Richardson moved to adjourn the meeting. Seconded by Vice President Griffin. – Motion Carried. The meeting was adjourned at 8:01 PM.

Respectfully Submitted,

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Debbi L. Beitzel, Secretary/Treasurer

cc: Borough Council Members  
Mayor Snyder  
Tim Knoebel  
Mark Allshouse