

# **DILLSBURG BOROUGH COUNCIL MEETING**

**May 12, 2015 – 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: Hal Anderson, Dave Baldwin, Jeff Griffin and Yvonne Laukemann. Also present was the following: Borough Manager Karen Deibler. President John Richardson, Vice President Holly Kelley, Matt Fawber, Mayor Wendell Hollinger, Borough Secretary Debbi Beitzel, Solicitor Mark Allshouse and Borough Engineer Tim Knoebel weren't present.

The following visitors were present: Officer Thomas Kibler from the Carroll Township Police Department, Michael Whitzel from Franklinton Fire Co., YCBA and COG Representative Mark Ryder, District Judge Rich Thomas, Mary Lou Bytof from the Dillsburg Banner, incoming Junior Council Members Brianna Salazar and Bruce Naylor and Borough Residents Nick Cree, Eric and Valerie Naylor.

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

## APPROVAL of the AGENDA

Council Member Griffin moved to amend the agenda by having the discussion and take action of Junior Council Members moved to 5C after the approval of the Council Meeting minutes. Motion was seconded by Council Member Laukemann. – Motion carried.

## APPROVAL of the MINUTES

April 7, 2015 Committee Meeting – Council Member Laukemann moved to approve the Committee Meeting minutes of April 7, 2015 as presented. Motion was seconded by Council Member Anderson. – Motion carried.

April 14, 2015 Council Meeting – Council Member Baldwin moved to approve the Council Meeting minutes of April 14, 2015 as presented. Motion was seconded by Council Member Laukemann. – Motion carried.

## DEPARTMENT REPORTS

### Police Department Report

Officer Kibler indicated Chief Wargo extends his apologies for not being present due to attending the DARE graduation at the Middle School.

Officer Kibler reviewed the April, 2015 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 April 2015, there were 147 calls for service for a year-to-date total of 465. There were 23 traffic accidents in April 2015 for a year-to-date total of 97.

Part I offenses for April 2015, there was an overall clearance rate of 77%. Part II offenses for April 2015, there was an overall clearance rate of 100%. The combined clearance rate was 92% for Part I and Part II offenses.

The contracted hours were right on schedule for the year (210).

#### Ambulance Service Report

No representative was present but Council and Mayor were provided with a written report for April, 2015, and the 2014 year-to-date information, in their packets.

#### Fire Company Report

**Citizens' Hose Fire Company #1** – No representative was present but Council and Mayor were provided with a written report for April, 2015 and the 2014 Final Financials, in their packets.

**Franklintown Fire Company** – Michael Whitzel provided a report for the month of April 2015 to the Council and Mayor. Mr. Whitzel indicated for the month of April 2015 there were 31 calls; two (2) were in Dillsburg Borough which included one (1) motor vehicle accident with injuries and one (1) odor investigation. There were 154 calls for year-to-date; 10 were in Dillsburg Borough.

He indicated they did some group training with Citizens' Hose and Monaghan Fire companies. They had acquired a structure for training.

Mr. Whitzel indicated they met with the fire departments and two municipalities (Carroll and Monaghan Townships) on April 27, 2015 and discussed merger possibilities. The next meeting will be with Mr. Brady to learn how to work together and create a future.

#### 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 April 2015 were \$72,601.82. 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 Laukemann. - Motion carried.

#### Planning Commission Report

No representative was present to report.

#### Dillsburg Area Authority

No representative was present to report.

#### Community Groups

There were none.

#### YCBA & COG

YCBA – Mr. Ryder indicated he attended the first quarterly meeting on March 12, 2015 in Red Lion. There was a speaker from YCPC to discuss low income housing. Mr. Ryder stated June's meeting will be held at Lake Redman.

COG – Mr. Ryder indicated he attended the meeting on March 16, 2015, they had a severe storm come through and had to take shelter because of an emergency alert. The speaker was from Good Will

Industries explaining their different programs they offer. Mr. Ryder indicated that COG is looking onto expanding the association to add Lancaster County. The next meeting is scheduled for Monday, May 18<sup>th</sup> beginning at 7:00 pm at the Hampden Township building. The speaker will be Senator Wagner.

Solicitor's Report

Solicitor Allshouse wasn't present but provided the Council and Mayor with a written report for April, 2015.

Engineer's Report

Engineer Knoebel wasn't present but provided the Council and Mayor with a written report for April, 2015.

Tax Collector Report

Debbi Beitzel wasn't present but provided the Council and Mayor with a written report for taxes paid and sent out in April, 2015.

Borough Staff Report

Borough Manager Deibler provided the Council and Mayor with a written report for April, 2015. Manager Deibler stated PennDOT will be street sweeping the state roads on Friday, May 15, 2015.

PUBLIC COMMENT

Mark Ryder asked the Borough Manager if the phone system was going to be used to notify the residents. Manager Deibler stated yes.

Mr. Whitzel reminded all those present that it was National Police Week.

CORRESPONDENCE

There was none.

MAYOR'S REPORT

Mayor Hollinger wasn't present.

PRESIDENT'S REPORT

President Richardson wasn't present.

COMMITTEE REPORTS

Public Works Committee

Council Member Anderson and Council Member Laukemann had nothing to report.

Public Safety Committee

Council Member Baldwin and Council Member Fawber had nothing to report.

Administration Committee

- A. Discuss Take Action – Discuss/Take Action – Fowl Permit – Council Member Laukemann 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. Melissa Krumrine of 121 Gettysburg Street has applied for a permit in order to raise ducks. 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 Laukemann moved to approve the application as submitted and authorized 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 therefor, and be ordered to remove such fowl within a specified time. Motion was seconded by Council Member Anderson. – Motion carried.

- B. Discuss/Take Action – Fowl Permit – Council Member Laukemann 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. Paige and Anthony Donato of 145C South Second Street has applied for a permit in order to raise chickens. 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 Laukemann moved to approve the application as submitted and authorized 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 therefor, and be ordered to remove such fowl within a specified time. Motion was seconded by Council Member Anderson. – Motion carried.
- C. Discuss/Take Action – Junior Council Members – Council Member Anderson stated at the February 2012 meeting, Dillsburg Borough Council adopted Resolution 2012-4 authorizing participation in the Pennsylvania State Association of Boroughs Junior Council Person Program in order to educate and involve the youth of the Borough in their local government and to reach out to involve possible future Members of Council to benefit both the youth and all residents of the Borough. Council Members, along with the Borough Manager, interviewed interested Northern York County High School Juniors and chose two of these students to serve as a Dillsburg Borough Junior Council Member. Council Member Anderson moved to appoint Borough Residents Brianna Salazar and Bruce Naylor, currently juniors at Northern York County Senior High School, as a Dillsburg Borough Junior Council Member through June 30, 2016. Motion was seconded by Council Member Laukemann. – Motion carried. District Judge Thomas swore in the two candidates.

#### OLD BUSINESS

There was none.

NEW BUSINESS

Mark Ryder reminded everyone about the Memorial Day Parade on Monday, May 25, 2015 beginning at 11:00 am leaving from the VFW. He also stated the VFW would be placing flags on the graves of veterans on Wednesday, May 20, 2015 and they also be going to all the local cemeteries the morning of Memorial Day and play taps.

ADJOURNMENT

Since there was no further business, Council Member Laukemann moved to adjourn the regular meeting. Motion was seconded by Council Member Baldwin. – Motion carried. The regular meeting was adjourned at 7:25 pm.

Respectfully Submitted,

*Debbi L. Beitzel*

Debbi Beitzel  
Borough Secretary

cc: Borough Council Members  
Mayor Hollinger  
Tim Knoebel  
Mark Allshouse