

# **DILLSBURG BOROUGH COUNCIL MEETING**

**June 9, 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: President John Richardson, Vice President Holly Kelley, Hal Anderson, Dave Baldwin, Matt Fawber, and Yvonne Laukemann. Also present were the following: Mayor Wendell Hollinger and Borough Manager Karen Deibler. Council Member Jeff Griffin, Borough Secretary Debbi Beitzel, Solicitor Mark Allshouse and Borough Engineer Tim Knoebel weren't present.

The following visitors were present: Chief Thomas Wargo from the Carroll Township Police Department, YCBA and COG Representative Mark Ryder, Planning Commission Representative Paul Eurich, Peggie Williams and Mary Lou Bytof from the Dillsburg Banner and Tim Colgan from Colgan & Associates.

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

## APPROVAL of the AGENDA

Council Member Baldwin called for an executive session after the regular meeting to discuss pending legal issues and there is no need to come back into regular session. Vice President Kelly moved to approve the agenda as amended. Motion was seconded by Council Member Laukemann. – Motion carried.

## APPROVAL of the MINUTES

May 5, 2015 Committee Meeting – Council Member Baldwin moved to approve the Committee Meeting minutes of May 5, 2015 as presented. Motion was seconded by Council Member Fawber. – Motion carried.

May 12, 2015 Council Meeting – Council Member Laukemann moved to approve the Council Meeting minutes of May 12, 2015 as presented. Motion was seconded by Council Member Anderson. – Motion carried.

## DEPARTMENT REPORTS

### *Police Department Report*

Chief Wargo reviewed the May, 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 May 2015, there were 146 calls for service for a year-to-date total of 611. There were eight (8) traffic accidents in May 2015 for a year-to-date total of 36 and the officers issued a total of 32 traffic citations in May 2015 for a year-to-date total of 129.

Part I offenses for May 2015, there was an overall clearance rate of 72%. Part II offenses for May 2015, there was an overall clearance rate of 95%. The combined clearance rate was 88% 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 May, 2015 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 May, 2015 in their packets.

**Franklinton Fire Company** – No representative was present but Council and Mayor were provided with a written report for May, 2015 in their packets.

#### 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 May 2015 were \$85,517.51. The Profit & Loss Budget vs. Actual Detail Report and a Cash Flow Report were also given to each Council Member and Mayor. Council Member Fawber moved to approve the payment of all bills as presented. Motion was seconded by Council Member Baldwin. Council Member Laukemann and President Richardson abstained. - Motion carried.

#### Planning Commission Report

Paul Eurich indicated the May meeting of the Dillsburg Borough Planning Commission was held on May 27, 2015. Minutes of that meeting have been distributed to Council Members and Borough officials; therefore, he will quickly summarize the meeting and try to answer any questions Council may have. He indicated the only item on the agenda was a discussion of the Preliminary/Final Land Development Plan ("Plan") for the Colgan Law Office which is planned for the lot along Route 15 near the Car Wash and the recently established R & S Fence, Company location. He stated nearly all of the discussion centered around access to the Colgan property and to the NYCHAPS property. While this Plan is for the Colgan property, the effect it will have on the NYCHAPS property is by necessity a part of the discussion. The members of the Planning Commission support the development of these properties, but they aren't enthusiastic about another entrance from and exit to Route 15. He indicated in its review of the Plan, the York County Planning Commission reminded us that the Dillsburg Borough Council adopted the Northern York County Regional Comprehensive Plan -Transportation Amendment - in 2010 to eliminate, not increase, "at-grade conflict points" on Route 15. The County Planning Commission suggests that the Borough Council request written documentation of the property owner's (Colgan's) attempt to make an entrance from Second Street and the costs related to such an entrance. As Borough Engineer Knoebel, has pointed out, there are several environmental obstacles on the Colgan property and the property is not wide enough for a two-lane street through the Colgan property to the NYCHAPS property. Mr. Eurich stated the Highway Occupancy Permit for the original owner, Wayne Homes, has expired, and if PennDOT does not

grant an HOP for Colgan/NYCHAPS, the current plan will require major changes. As of the date of the meeting, an application had not been submitted for an HOP, but Colgan's engineer, Chris Hoover, indicated that he has received some indications from PennDOT that an HOP will be granted if requested. He stated the Planning Commission tabled the Plan until the June meeting to allow Engineer Hoover time to gather and provide written information regarding a Second Street entrance, PennDOT's likelihood of approving a request for an HOP, results of discussions with adjacent property owners regarding screening and several other questions brought up at the May 27<sup>th</sup> meeting.

Dillsburg Area Authority

No representative was present to report.

Community Groups

There were none.

YCBA & COG

YCBA – Mr. Ryder indicated the annual picnic will be held at Lake Redman on June 25, 2015 beginning at 6:00 pm.

COG – Mr. Ryder indicated he attended the meeting on May 18, 2015. Mr. Ryder indicated they will vote on Monday, June 15, 2015 to accept Lancaster County into the organization.

Solicitor's Report

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

Engineer's Report

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

Borough Staff Report

Borough Manager Deibler provided the Council and Mayor with a written report for May, 2015.

PUBLIC COMMENT

There was none.

CORRESPONDENCE

There was none.

## MAYOR'S REPORT

Mayor Hollinger stated he had the privilege of representing the Borough Council on Saturday at 84 Lumber for their open house. Mayor Hollinger presented the Dillsburg Borough on behalf of 84 Lumber a check in the amount of \$1,084.00 as a donation to the Borough. Mayor Hollinger asked for the Borough Council to consider this donation to be used for the new park.

## PRESIDENT'S REPORT

President Richardson thanked all the citizens who keep helping out to make this a better town. He also congratulated NYCHAPS on the purchase of the lot in order to expand and is looking forward to seeing plans which will go through the Planning Commission and possibly the Zoning Hearing Board.

## COMMITTEE REPORTS

### *Public Works Committee*

- A. Discuss Take Action – Letter of Awareness - Council Member Anderson stated on Tuesday, June 2, 2015, during the Committee Meeting, the developer of 200 North Route 15 requested that Council provide a Letter of Awareness which would be sent to PennDOT along with the developers HOP application. Council reviewed the plans and considered options. A Letter of Awareness was written and will be provided to the developer. The letter states that Dillsburg Borough has asked the developer to find an alternate access, and if such access is available, to provide to Dillsburg written documentation showing not only cost, but feasibility of the alternate access or access points available. To date, that process has not been completed. However, Dillsburg Borough would wish any Highway Occupancy Permit to be granted conditionally upon compliance with this request. Also, Dillsburg Borough has concern that this access may be utilized by the neighboring property, the Northern York County Historical and Preservation Society (NYCHAPS) should they develop their adjoining parcel. This access could then possibly be utilized by both parcels. While NYCHAPS has not submitted a plan yet, consideration for the additional future uses should be given to avoid creating chaos on Route 15. One mechanism to alleviate that may be a right-turn deceleration land to allow vehicles on the busy State Route 15 highway to exit the main corridor for travel, thereby preventing less backups and potential for accidents. Council Member Anderson moved to provide a Letter of Awareness to the developer of 200 North Route 15. Motion was seconded by Council Member Laukemann. Council Member Baldwin opposed. – Motion carried.

### *Public Safety Committee*

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

### *Administration Committee*

Vice President Kelley had nothing to report.

## OLD BUSINESS

There was none.

NEW BUSINESS

There was none.

ADJOURNMENT

Since there was no further business, Council Member Fawber moved to adjourn the regular meeting. Motion was seconded by Council Member Baldwin. – Motion carried. The regular meeting was adjourned at 7:14 pm.

Respectfully Submitted,

*Debbi L. Beitzel*

Debbi Beitzel  
Borough Secretary

cc: Borough Council Members  
Mayor Hollinger  
Tim Knoebel  
Mark Allshouse