

# DILLSBURG BOROUGH COUNCIL MEETING

April 12, 2016 – 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: Vice President Holly Kelley, Hal Anderson, Matt Fawber, Jeff Griffin and Yvonne Laukemann. Also present were the following: Mayor Wendell Hollinger, Borough Manager Karen Deibler and Borough Secretary Debbi Beitzel. President John Richardson, Council Member Dave Baldwin, Junior Council Members Bruce Naylor and Bri Salazar, Borough Engineer Tim Knoebel and Solicitor Mark Allshouse weren't present.

The following visitors were present: Chief Thomas Wargo from the Carroll Township Police Department, Scott McClintock from Citizens Hose Fire Co #1, Michael Whitzel from Franklinton Fire Company, YCBA and COG Representative Mark Ryder, DAA Representative Brian Radcliffe and Mary Lou Bytof from the Dillsburg Banner.

The meeting was called to order by Vice President Holly Kelley at 7:00 PM followed by the Pledge of Allegiance to the flag and the invocation by Council Member Anderson.

## APPROVAL of the AGENDA

Council Member Griffin moved to approve the agenda as presented. Motion was seconded by Council Member Fawber. – Motion carried.

## APPROVAL of the MINUTES

March 1, 2016 Committee Meeting – Council Member Griffin moved to approve the Committee Meeting minutes of March 1, 2016 as presented. Motion was seconded by Council Member Fawber. – Motion carried.

March 8, 2016 Council Meeting – Council Member Fawber moved to approve the Council Meeting minutes of March 8, 2016 as presented. Motion was seconded by Council Member Griffin. – Motion carried.

## DEPARTMENT REPORTS

### Police Department Report

Chief Wargo reviewed the March, 2016 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 March 2016, there were 105 calls for service for a year-to-date total of 331. There were eight (8) traffic accidents in March 2016 for a year-to-date total of 16 and the officers issued a total of 44 traffic citations in March 2016 for a year-to-date total of 106.

Part I offenses for March 2016, there was an overall clearance rate of 80%. Part II offenses for March 2016, there was an overall clearance rate of 88%. The combined clearance rate was 85% for Part I and Part II offenses.

The contracted hours were right on schedule for the year.

Vice President Kelley asked what constitutes the suspicious conditions, persons and vehicles. Chief Wargo indicated anytime someone calls in and says they find it suspicious, they must investigate it.

#### Ambulance Service Report

No representative was present and no report for March, 2016 was provided.

#### Fire Company Report

**Citizens' Hose Fire Company #1** – Scott McClintock provided a report for the month of March 2016 to the Council and Mayor. He indicated for the month of March 2016 there were 27 calls for the month; five (5) were in Dillsburg Borough. He indicated they completed their HazMat training for the year. He indicated he and Deputy Kauffman spent three days at Central Penn College for the South Central PA Task Force Homeland Security conference.

**Franklintown Fire Company** – Michael Whitzel provided a report for the month of March 2016 to the Council and Mayor. He indicated there will be a traffic management training class, rope and rigging class coming up. He stated both departments have completed their HazMat training as required. Mr. Whitzel stated the May Fair at South Mountain Elementary school would be held on May 6, 2016.

#### 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 March 2016 were \$72,435.03. 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 Laukemann. - Motion carried.

#### Planning Commission Report

Planning Commission didn't meet in March 2016.

#### Dillsburg Area Authority

Brian Radcliffe reported on the March 15<sup>th</sup> meeting. He indicated they have been doing mostly maintenance work. He stated the Board had approved replacing the computer system server; there is some concern with the security for the system. There were two water and one sewer connections. He indicated a new storage building was put up at the waste water treatment plant after getting the approval from DEP. The contract was released for security improvements for the front office and main entrance. Mr. Radcliffe indicated the maintenance department is working on the method of dehumidification for the sewage pump and well pump buildings.

Council Member Anderson asked if there was any concern about any lead contamination in the water systems. Mr. Radcliffe indicated he wasn't aware of any lead piping in the main system, but there could be some in the individual houses.

Community Groups

There were none.

YCBA & COG

YCBA – Mr. Ryder indicated he attended the last meeting held on March 31, 2016 at Seven Valleys Fire Company. There were two ladies present and they talked about the Met-Ed LED streetlights. Mr. Ryder indicated residents’ meters will be replaced with smart meters beginning next month. Vice President Kelley asked if there would be a charge to the individual homeowners. Mr. Ryder stated they didn’t say, but he didn’t think so. A representative from PSAB talked about the training classes to be held on June 4-7 at the State Convention in Hershey; Mr. Ryder indicated he would like to attend on Sunday and Monday. The next meeting will be held at Lake Redman on June 23, 2016.

CapCOG – Mr. Ryder indicated the next meeting will be held on April 21, 2016 beginning at 7:00pm. He stated Ann Simonetti, Executive Director will be retiring on December 31<sup>st</sup> and is being replaced by Gary Myers, retired Manager of Susquehanna Township who will be starting in September. Frances Myers will be resigning in May and being replaced by Mrs. Campbell, Director of Perry County Chamber of Commerce. He reminded everyone about the Auction held on July 21, 2016 at Sporting Hill.

Solicitor’s Report

Solicitor Allshouse wasn’t present but did provide the Council and Mayor with a written report for March, 2016.

Engineer’s Report

Engineer Knoebel wasn’t present but did provide the Council and Mayor with a written report for March, 2016.

Tax Collector Report

Debbi Beitzel provided the Council and Mayor with a written report for taxes paid and sent out in March, 2016.

Borough Staff Report

Borough Manager Deibler provided the Council and Mayor with a written report for March, 2016.

PUBLIC COMMENT

There was none.

CORRESPONDENCE

There was none.

MAYOR'S REPORT

Mayor Hollinger stated the baseball parade was postponed last week to this Saturday and he has the honor of throwing out the first pitch.

## PRESIDENT'S REPORT

Vice President Kelley stated the Logan Park Clean-up day was scheduled for April 23<sup>rd</sup> and would appreciate any help; includes mulching, raking leaves and cleaning out the flower beds. She thanked Manager Deibler and Secretary Beitzel for getting the newsletters out. She reminded everyone about the Pickle Fest.

Vice President Kelley stated in extreme emergency situations, like the snow fall this past January, the Borough and County may have to call for a Declaration of Disaster and request help from the State or Federal Government. A Declaration of Disaster Agent, who will have signature authority during and for the process of obtaining financial assistance, must be designated. On Tuesday, April 5, 2016, at the Borough Council's Public Committee Meeting, Council passed Resolution 2016-2, which designates a Declaration of Disaster Agent per the request of York County Office of Emergency Management in reference to the Snow Disaster of January 22-23, 2016.

## COMMITTEE REPORTS

### Public Works Committee

- A. Discuss/Take Action – Easement Agreement – Council Member Laukemann stated there is currently a problem with the stormwater runoff from North Bomar Alley to N 2<sup>nd</sup> Street. KPI Engineering has provided the Borough with a plan that will address this situation. New Stormwater piping must be installed from Bomar Alley to 2<sup>nd</sup> Street. In order to accomplish this, the Borough must obtain easements from the owner of a tract of ground described in a deed recorded in the York County Recorder of Deeds in Book 2123 at Page 137 (Rands Group Tract) and from the owner of a tract of ground described as Tract 3 in a deed recorded in the York County Recorder of Deeds in Book 2273 at Page 1707 (Merritts tract). Council Member Laukemann moved to authorize the Borough Council President to execute the easement agreements so the necessary work may be performed. Motion was seconded by Council Member Anderson. – Motion carried.
- B. Discuss/Taken Action – Resolution 2016-3 – Calling for the amendment of Act 108 of 2010, The Covered Device Recycling Act - Council Member Anderson stated the Covered Device Recycling Act (CDRA), Act 108 of 2010, was adopted by the State Legislature in 2010 in order to assist local governments with managing the fast-growing electronics waste stream by requiring electronics manufacturers to fund recycling infrastructure and relieve local governments from the recycling and end-of-life management costs. The Act has succeeded in significantly increasing electronics recovery and recycling in the state, but the collection infrastructure is unstable and local governments and other collectors are faced with mounting fees in the absence of consistent manufacturer funding and limited markets. While the Act intended to place the burden of electronics recycling on the manufacturers of electronic devices, the Act has failed to do so. Municipalities need to call on state lawmakers to improve the current law to create more stable and comprehensive, manufacturer-implemented electronics recycling infrastructure. Council Member Anderson moved to approve Resolution 2016-3 calling for the amendment of Act 108 of 2010. Motion was seconded by Council Member Laukemann. – Motion carried.

Public Safety Committee

Council Member Fawber had nothing to report.

Administration Committee

- A. Discuss/Take Action – Tax Exoneration Request – Council Member Griffin stated the Borough received a Tax Exoneration request for 2016 Per Capita and Occupation Taxes. The request will be numbered 2016-2. The request has been reviewed by the Council, as well as by the Borough Manager and the Tax Collector, who concur that the applicant has met the requirements for tax exoneration. Council Member Griffin moved to grant the request for 2016 Per Capita and Occupation Tax exoneration for Tax Case #2016-2 as submitted. Motion was seconded by Council Member Laukemann. – Motion carried.
- B. Discuss/Take Action – Park Payment – Council Member Griffin stated on April 14, 2015 the Borough accepted the bid received from Lobar Associates in the amount of \$275,600.00, of which \$233,600.00 was for Park work and \$40,000.00 was for Penn DOT HOP work. As of April 6, 2016, all Phase 1 work has been completed, except the paving of the handicapped parking, and all equipment, such as benches, dog park fencing and disposal system, etc. have been received. They will be placed once the grass grows. The Contractor, Lobar Associate, is requesting a payment of \$108,290.01 for this work. Council Member Griffin moved to authorize that payment in the amount of \$108,290.01 for work at the Park location be forwarded to Lobar Associates. Motion was seconded by Council Member Laukemann. – Motion carried.
- C. Discuss/Take Action – Resignation – Council Member Griffin stated Council has received a resignation from Dillsburg Borough’s Zoning Hearing Board’s Chair Douglas Boelhouwer. Council Member Griffin moved, with deep regret, to accept Mr. Boelhouwer’s resignation and thank him for his service. Motion was seconded by Council Member Laukemann. – Motion carried.
- D. Discuss/Take Action – Appointment to Logan Park Authority Board – Council Member Griffin stated because of the recent resignation of Greg Perry, there is currently a vacancy on the Logan Park Authority Board. Council has reviewed the names of available persons and has selected Tyler Semder of 137 Quail Drive in the Borough to fill the vacant position. Council Member Griffin moved to appoint Tyler Semder to the vacant position on the Logan Park Authority Board to fill the remainder of the term that expires on December 31, 2016. Motion was seconded by Council Member Laukemann. – Motion carried.

OLD BUSINESS

There was none.

NEW BUSINESS

Manager Deibler stated everything was going well with the Pickle Fest however the Miranda’s Smiles who holds the Pickle Chase has cancelled the chase this year. Vice President Kelley asked if it was too late to try and get someone else to run it. Manager Deibler indicated they have called and tried to get someone to take charge, but no one could.

ADJOURNMENT

Since there was no further business, Council Member Fawber moved to adjourn the regular meeting. Motion was seconded by Council Member Laukemann. – Motion carried. The regular meeting was adjourned at 7:36 pm.

Respectfully Submitted,

*Debbi L. Beitzel*

Debbi Beitzel  
Borough Secretary

cc: Borough Council Members  
Mayor Hollinger  
Tim Knoebel  
Mark Allshouse