

DILLSBURG BOROUGH COUNCIL MEETING

May 10, 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: President John Richardson, Vice President Holly Kelley, Hal Anderson, Dave Baldwin, Matt Fawber, Jeff Griffin and Yvonne Laukemann. Also present were the following: Junior Council Member Bruce Naylor, Mayor Wendell Hollinger, Borough Manager Karen Deibler and Borough Secretary Debbi Beitzel. Junior Council Member 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, Keith Heckert from Citizens Hose EMS, Scott McClintock from Citizens Hose Fire Co #1, Michael Whitzel from Franklinton Fire Company, YCBA and COG Representative Mark Ryder, Planning Commission Member Leon Zeiders, and Mary Lou Bytof from the Dillsburg Banner. Also present was Doug Boelhouwer and Barry Brunner.

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

APPROVAL of the MINUTES

April 5, 2016 Committee Meeting – Council Member Fawber moved to approve the Committee Meeting minutes of April 5, 2016 as presented. Motion was seconded by Council Member Baldwin. – Motion carried.

April 12, 2016 Council Meeting – Council Member Griffin moved to approve the Council Meeting minutes of April 12, 2016 as presented. Motion was seconded by Council Member Fawber. – Motion carried.

DEPARTMENT REPORTS

Police Department Report

Chief Wargo reviewed the April, 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 April 2016, there were 113 calls for service for a year-to-date total of 444. There were eight (8) traffic accidents in April 2016 for a year-to-date total of 24 and the officers issued a total of 33 traffic citations in April 2016 for a year-to-date total of 139.

Part I offenses for April 2016, there was an overall clearance rate of 80%. Part II offenses for April 2016, there was an overall clearance rate of 89%. The combined clearance rate was 86% for Part I and Part II offenses.

The contracted hours were right on schedule for the year.

Council Member Laukemann asked what the status of the driver was who was in the accident in April. Chief Wargo indicated the truck driver went to the hospital and is fine but the gentleman in the first vehicle is and will be in the hospital for a while. Council Member Laukemann stated the officers did a wonderful job.

Manager Deibler asked if the officers were doing something different or are there just a lot of drunk drivers out there, because there are already 10 for the year. Chief Wargo stated just the luck of the draw.

Ambulance Service Report

Keith Heckert indicated as of April 11, 2016, he became the EMS Operations Manager for Citizens Hose Company when Traci Cook resigned. He also provided a report for the month of April 2016 to the Council and Mayor. He indicated for the month of April 2016 there were 129 calls for a year-to-date total of 544; 11 were in the Dillsburg Borough which included nine (9) medical calls and two (2) fire calls for a year-to-date total of 57.

He indicated that Council was inquiring about reciprocal agreements. He provided Council and Mayor with a listing and stated they do have reciprocal agreements with most of the ambulances in the area.

Council Member Baldwin stated according to YCDES they indicate all three BLS are out of service. Mr. Heckert stated the reason it shows BLS out of service is because they don't have Citizens Hose as a category for a MIC-U, so they have the BLS truck out of service. He indicated they have the MIC-U in service 24/7 without fail.

Fire Company Report

Citizens' Hose Fire Company #1 – Scott McClintock provided a report for the month of April 2016 to the Council and Mayor. He indicated for the month of April 2016 there were 31 calls for the month; eight (8) were in Dillsburg Borough. . He indicated some of the personnel did air management training in Gettysburg, rope and rigging class, and railway safety class for HazMat.

Council Member Griffin stated he only counts seven (7) call in the Dillsburg Borough and also the vehicle fire on April 25, 2016 was actually in Carroll Township, not Dillsburg Borough. Mr. McClintock indicated he will make the corrections and send the Borough an updated report.

Franklintown Fire Company – Michael Whitzel provided a report for the month of April 2016 to the Council and Mayor. He indicated for the month of April 2016 there were 40 calls for the month and a year-to-date total of 120; five (5) were in Dillsburg Borough. He indicated they participated in the May Fair at South Mountain Elementary school held on May 6, 2016, they plan on participating in Pickle Fest by bringing a piece of apparatus and the tanker truck at the school for Touch a Truck event sponsored by the Kiwanis.

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

2016 were \$61,372.38. 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 Fawber. President Richardson abstained. - Motion carried.

Planning Commission Report

Planning Commission Member Leon Zeiders reported on the April 27, 2016 meeting. He indicated they discussed the subdivision for the Jim Merritts property. The plan has been tabled until next month.

Dillsburg Area Authority

There was no representative present.

Community Groups

There were none.

YCBA & COG

YCBA – Mr. Ryder indicated he will be attending the PSAB conference on June 5-6, 2016 in Hershey. The next meeting will be held at Lake Redman on June 23, 2016 with all three County Commissioners present.

CapCOG – Mr. Ryder indicated the next meeting will be held on Monday May 16, 2016 at Hampden Twp. He has been actively involved with the Public Safety Committee. He indicated that this would be the last meeting for Francis Myers who is moving to California and the new director will start in September. He reminded everyone about the Auction being held on July 21, 2016 at Sporting Hill.

Solicitor's Report

Solicitor Allshouse wasn't present but did provide the Council and Mayor with an invoice report for April, 2016.

Engineer's Report

Engineer Knoebel wasn't present but did provide the Council and Mayor with an invoice report for April, 2016.

Tax Collector Report

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

Borough Staff Report

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

PUBLIC COMMENT

There was none.

CORRESPONDENCE

There was none.

MAYOR'S REPORT

Mayor Hollinger had nothing to report.

PRESIDENT'S REPORT

Discuss/Take Action - Resolution 2016-4 – Recognizing Zoning Hearing Board Member Douglas Boelhouwer - Council Member Griffin stated among his many other contributions and volunteer efforts in the Community, Doug has served on the Zoning Hearing Board for almost eight (8) years. The Council Members and Mayor wish to recognize and thank Mr. Boelhouwer for his dedication and service to the Borough of Dillsburg and its residents. Council Member Griffin moved to adopt Resolution 2016-4 recognizing the services performed for the Borough of Dillsburg and its Citizens by Mr. Douglas Boelhouwer. Motion was seconded by Vice President Kelley. Motion carried.

President Richardson reminded everyone to come out and support the Pickle Fest activities this Saturday from 8:00 am to 3:00 pm.

COMMITTEE REPORTS

Public Works Committee

- A. Discuss/Take Action – Life in Christ Parking Lot Financial Security Release - Council Member Laukemann stated Life in Christ Church provided the Borough with Financial Surety in the amount of \$52,000.00 on April 19, 2016 to guarantee completion of improvements undertaken at their new parking lot on Beaver Street. It has been requested that the financial surety be released per the contractor's draw schedule once Borough Engineers, KPI, conduct an inspection of these improvements and recommend that the Borough release the financial security. Council Member Laukemann moved to grant authorization to disperse the Life in Christ's financial surety per the contractors draw schedule and once the work has been inspected and approved. Motion was seconded by Council Member Anderson. – Motion carried.

Public Safety Committee

Council Member Fawber nor Baldwin had anything to report.

Administration Committee

- A. Discuss/Take Action – Tax Exoneration Requests – Vice President Kelley stated the Borough received two (2) Tax Exoneration requests for 2016 Per Capita and Occupation Taxes. The requests will be numbered 2016-3 and 2016-4. The requests have been reviewed by the Council, as well as by the Borough Manager and the Tax Collector, who concur that the applicants have met the requirements for tax exoneration. Vice President Kelley moved to grant the request for 2016 Per Capita and Occupation Tax exoneration for Tax Cases #2016-3 and #2016-4 as submitted. Motion was seconded by Council Member Griffin. – Motion carried.
- B. Discuss/Take Action – Appointment to Zoning Hearing Board – Council Member Griffin stated because of the recent resignation of Douglas Boelhouwer, there is currently a vacancy

on the Dillsburg Zoning Hearing Board. Council has reviewed the names of available persons and has selected Bruce Juergens of 113 Gettysburg Street in the Borough to fill the vacant position. Council Member Griffin moved to appoint Bruce Juergens to the vacant position on the Zoning Hearing Board to fill the remainder of the term that expires on December 31, 2017. Motion was seconded by Vice President Kelley. – Motion carried.

OLD BUSINESS

There was none.

NEW BUSINESS

Mark Ryder reminded everyone about the Memorial Day Parade on Monday, May 30, 2016 beginning at 11:00 am leaving from the VFW. He indicated they need help with finding convertible cars to transport the veterans. He also stated the VFW would be placing flags on the graves of veterans on Wednesday, May 25, 2016 and also be going to all the local cemeteries the morning of Memorial Day and play taps.

ADJOURNMENT

Since there was no further business, Vice President Kelley moved to adjourn the regular meeting. Motion was seconded by Council Member Fawber. – Motion carried. The regular meeting was adjourned at 7:26 pm.

Respectfully Submitted,

Debbi L. Beitzel

Debbi Beitzel
Borough Secretary

cc: Borough Council Members
Mayor Hollinger
Tim Knoebel
Mark Allshouse