

DILLSBURG BOROUGH COUNCIL MEETING
July 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: President John Richardson, Vice President Holly Kelley, Dave Baldwin, Matt Fawber, and Jeff Griffin. Also present were the following: Junior Council Member Joshua Welker, Mayor Wendell Hollinger, Borough Manager Karen Deibler and Borough Secretary Debbi Beitzel. Council Member Hal Anderson, Council Member Yvonne Laukemann, 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. Also present was Borough Resident, Richard Heffner.

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 Baldwin. – Motion carried.

APPROVAL of the MINUTES

June 7, 2016 Committee Meeting – Council Member Griffin moved to approve the Committee Meeting minutes of June 7, 2016 as presented. Motion was seconded by Vice President Kelley. – Motion carried.

June 14, 2016 Council Meeting – Council Member Griffin moved to approve the Council Meeting minutes of June 14, 2016 as presented. Motion was seconded by Council Member Fawber. – Motion carried.

DEPARTMENT REPORTS

Police Department Report

Chief Wargo reviewed the June, 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 June 2016, there were 125 calls for service for a year-to-date total of 708. There were four (4) traffic accidents in June 2016 for a year-to-date total of 33 and the officers issued a total of 19 traffic citations in June 2016 for a year-to-date total of 178.

Part I offenses for June 2016, there was an overall clearance rate of 80%. Part II offenses for June 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.

Chief Wargo reminded everyone about National Night Out on August 2, 2016 from 5-9 pm at Logan Park.

Ambulance Service Report

Keith Heckert provided a report for the month of June 2016 to the Council and Mayor. He indicated for the month of June 2016 there were 137 calls for a year-to-date total of 815; 19 were in the Dillsburg Borough which included 14 medical calls, two (2) fire calls, and three (3) missed calls, for a year-to-date total of 91. Vice President Kelley asked why there were three missed calls. Mr. Heckert indicated two were because the MICU and EMS were on call and the other one was because the MICU was on a call and the EMS was out of service for the evening.

Fire Company Report

Citizens' Hose Fire Company #1 – Scott McClintock provided a report for the month of June 2016 to the Council and Mayor. He indicated for the month of June 2016 there were 25 calls for the month for a year-to-date of 175; eight (8) were in Dillsburg Borough for a year-to-date total of 39.

Mr. McClintock indicated they will be participating in the Youth Impact Project at the Sports and Learning Center on July 29th and 30th and National Night Out on August 2nd.

He indicated Mr. Whitzel and himself and five others attended the National Fire Academy this past weekend for training.

Franklinton Fire Company – Michael Whitzel provided a report for the month of June 2016 to the Council and Mayor. He indicated for the month of June 2016 there were 24 calls for the month and a year-to-date total of 181; four (4) were in Dillsburg Borough.

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 June 2016 were \$80,192.45. 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. President Richardson abstained. - Motion carried.

Planning Commission Report

Planning Commission did not meet in June, 2016.

Dillsburg Area Authority

There was no representative present.

Community Groups

There were none.

YCBA & COG

YCBA – Mr. Ryder indicated he attended the meeting on June 30, 2016 at Lake Redman. He stated all three County commissioners were present and spoke. He indicated the next meeting will be held in September in Red Lion and the speakers will be discussing the heroin problems in York County. Mr. Ryder stated the annual dinner will be held on November 12, 2016 at Derry Land Square Saloon and Restaurant.

CapCOG – Mr. Ryder stated the next meeting is on Monday, July 18, 2016 and reminded everyone the Auction was being held next Wednesday, July 21, 2016 at Sporting Hill Elementary School.

Solicitor's Report

Solicitor Allshouse wasn't present but did provide the Council and Mayor with a report for June, 2016.

Engineer's Report

Engineer Knoebel wasn't present but did provided the Council and Mayor with an invoice for June, 2016.

Tax Collector Report

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

Borough Staff Report

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

PUBLIC COMMENT

Richard Heffner, 8 South Third Street asked if the Borough would place a stop sign at the intersection of South Third Street and Sidle Alley. President Richardson indicated they would look into and see what they could do. Manager Deibler indicated an ordinance and a study would have to be done.

CORRESPONDENCE

There was none.

MAYOR'S REPORT

Mayor Hollinger had nothing to report.

PRESIDENT'S REPORT

President Richardson reminded everyone about National Night Out on August 2, 2016.

COMMITTEE REPORTS

Public Works Committee

- A. Discuss/Take Action – Park Maintenance – Council Member Fawber stated on April 14, 2015 the Borough accepted the bid received from Lobar Associates for Phase 1 work. The bid included grass cutting maintenance for a specific period of time following the completion of Phase 1 work. The Borough must soon take over this maintenance. The current landscaper, Evan Mattos Landscaping, has offered to continue to maintain the grass at the Park for the price quoted for the bid. Council Member Fawber moved to authorize Evan Mattos Landscaping to provide mowing and trimming maintenance at the Dillsburg Community Park every 7-10 day depending on the weather and turf growth for a price of \$155.00 per service. Motion was seconded by Council Member Baldwin. – Motion carried.

Public Safety Committee

Neither Council Member Fawber nor Baldwin had anything to report.

Administration Committee

- A. Discuss/Take Action – Tax Refunds – Vice President Kelley stated Dillsburg Borough Council received four (4) real estate partial refund requests numbered RE2016-1, RE2016-2, RE2016-3 and RE2016-4. The refunds have been requested because the property values were lowered part way through the year because of building removals, administrative corrections or veteran exoneration. The refunds have been reviewed by the Borough Manager and the Tax Collector, who concur that the refunds need processed. Vice President Kelley moved to approve the four (4) Real Estate Tax partial refund requests numbered RE2016-1, RE2016-2, RE2016-3 and RE2016-4. Motion was seconded by Council Member Griffin. – Motion carried.

OLD BUSINESS

There was none.

NEW BUSINESS

There was none.

ADJOURNMENT

Since there was no further business, Council Member Griffin moved to adjourn the regular meeting. Motion was seconded by Vice President Kelley. – Motion carried. The regular meeting was adjourned at 7:09 pm.

Respectfully Submitted,

Debbi L. Beitzel

Debbi Beitzel
Borough Secretary

cc: Borough Council Members
Mayor Hollinger
Tim Knoebel
Mark Allshouse