DILLSBURG BOROUGH COUNCIL MEETING
October 11, 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, Matt Fawber, Jeff Griffin and Yvonne Laukemann. Also present were the following: Mayor Wendell Hollinger, Borough Manager Karen Deibler and Borough Secretary Debbi Beitzel. Council Member Dave Baldwin, Junior Council Member Joshua Welker, 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 Franklintown Fire Company, YCBA and COG Representative Mark Ryder and Mary Lou Bytof from the Dillsburg Banner.

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

APPROVAL of the MINUTES

September 6, 2016 Committee Meeting – Council Member Griffin moved to approve the Committee Meeting minutes of September 6, 2016 as presented. Motion was seconded by Council Member Fawber. – Motion carried.

September 13, 2016 Council Meeting – Council Member Griffin moved to approve the Council Meeting minutes of September 13, 2016 as presented. Motion was seconded by Council Member Fawber. – Motion carried.

DEPARTMENT REPORTS

Police Department Report

Chief Wargo reviewed the September, 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 September 2016, there were 137 calls for service for a year-to-date total of 1,128. There were 10 traffic accidents in September 2016 for a year-to-date total of 52 and the officers issued a total of 33 traffic citations in September 2016 for a year-to-date total of 198.

The contracted hours were right on schedule for the year.

Chief Wargo indicated they are prepared for Farmers' Fair.

Ambulance Service Report

Keith Heckert wasn't present but did provide the Council and Mayor with a report for the month of September 2016.

Fire Company Report

Citizens' Hose Fire Company #1 – Scott McClintock indicated this month will be the last month there will be separate fire department reports. Mr. McClintock provided a report for the month of September 2016 to the Council and Mayor. He indicated for the month of September 2016 there were 28 calls for the month for a year-to-date of 258; eight (8) were in Dillsburg Borough for a year-to-date total of 63.

Mr. McClintock indicated they are getting ready for Farmers' Fair.

He indicated they started doing joint line officers meetings with Franklintown. They worked on knox boxes, box alarms, SOG's, gear specs, and working on getting approved for a station number. Mr. Whitzel stated they are being dispatched together through the active 911. They also stated there will be Dillsburg people riding Franklinton's equipment and vice versa. Vice President Kelley asked if it would be possible to just change the number instead of starting all over. Mr. McClintock indicated there will be whole new name and will be done all at once. Mr. Whitzel indicated the apparatus, uniforms and equipment will have to be changed; the names on the buildings will not be changed at this time. Mr. McClintock indicated they are working on getting several grants and they have hired a grant writer to help. Council Member Fawber asked as they inquire new materials are they being ordered with new name and number on them. Mr. Whitzel indicated they are done purchasing stuff unless it's desperately needed. If they need to purchase something and it needs to be branded, it will probably be branded with the new name. Vice President Kelley asked if items are needed, would it be a 50/50 split from a financial stand point. Mr. McClintock stated as of right now it would come out of the individual budget, but it would be tracked.

Franklintown Fire Company – Michael Whitzel provided a report for the month of September 2016 to the Council and Mayor. He indicated for the month of September there were 30 calls for the month and a year-to-date total of 276; one (1) was 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 September 2016 were $181,539.90. 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 Griffin. - Motion carried.

Planning Commission Report

Planning Commission did not meet in September, 2016.

Dillsburg Area Authority

There was no representative present.

Community Groups

There were none.

YCBA & COG

CapCOG – Mr. Ryder indicated he attended, along with Vice President Kelley and Council Members Griffin and Laukemann the annual picnic at the Armitage Golf Course on September 19, 2016. He indicated the next meeting will be held on Monday, October 17th at Hampden.

YCBA – Mr. Ryder stated the annual banquet will be held on November 12, 2016 at Derry Land Square Saloon and Restaurant. He indicated he attended the meeting held on September 22, 2016 at Red Lion Borough and the speakers discussed the heroin problems in York County. Mr. Ryder stated YCBA is looking for two boroughs to host the March and September meetings for next year. The dues are staying the same for next year.

Solicitor's Report

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

Engineer's Report

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

Tax Collector Report

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

Borough Staff Report

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

PUBLIC COMMENT

There was none.

CORRESPONDENCE

There was none.

MAYOR'S REPORT

Mayor Hollinger indicated he would be attending the New Hope Ministries ground-breaking ceremony on Saturday, October 15th at 1:00 pm.

PRESIDENT'S REPORT

President Richardson thanked everyone for their thoughts and prayers with the loss of his son.

COMMITTEE REPORTS

Public Works Committee

A. Discuss/Take Action – Resolution 2016-10 – Support for the YAMPO Route 15 Policy – Council Member Anderson stated Dillsburg Borough, along with three (3) other local municipalities, passed the Northern York County Region Comprehensive Plan Transportation Amendment which constitutes the Community Vision for US Rte. 15. The results of the comprehensive plan identified projects to be implemented. The projects were submitted to the York Area Metropolitan Planning Organization (YAMPO) for transportation funding. The YAMPO was concerned that selected projects were not accomplishing the Vision and decided to create a guiding policy for the corridor to ensure the individual projects collectively meet the transportation needs of the community. Dillsburg Borough concurs with the YAMPO Policy and expresses willingness to participate in the implementation of the policy. Council Member Anderson moved to adopt Resolution 2016-10 supporting the YAMPO policy on Route 15. Motion was seconded by Council Member Laukemann. – Motion carried

Public Safety Committee

A. Discuss/Take Action – Resolution 2016-11 – Appoint Animal Control Officer and Shelter - Council Member Fawber stated as Council Members are aware, the Borough of Dillsburg must provide for animal control services to ensure the safety, health and welfare of its residents and must also provide

for the shelter and care of stray and/or injured or abused animals in the Borough. For 2017, the per capita rate charge stayed at $.50 for the SPCA for a total of $1,282.00. The Borough's current Animal Control Officer, Mary Harris of Mary Harris Animal Control Services has resigned as of December 31, 2016. Julia Drebushenko, of Julia Drebushenko Animal Control Services, was suggested by Mary Harris. The Borough Manager feels that Ms. Drebushenko will be a good fit with the Borough. There will be a retainer fee of only $150.00. Council Member Fawber moved to adopt Resolution 2016-11 appointing Julia Drebushenko, of Julia Drebushenko Animal Control Services located in Dover, PA, as the Animal Control Officer and the SPCA of York County, located in York, PA, as the Animal Shelter for the Borough of Dillsburg in 2017. Motion was seconded by Council Member Griffin. – Motion carried

Administration Committee

A. Discuss/Take Action –2017 Proposed Budget – Council Member Griffin stated the 2017 Proposed Budget has been prepared and was reviewed by Council at their recent Committee Meeting. The Proposed Budget consists of Total Estimated Revenues of $2,028,783.00 and Total Estimated Expenses of $2,027,152.00. Expenses include contributions of $22,600.00, street light fees of $36,500.00, traffic signal charges of $27,500.00 and $327,822.00 in expenses for Public Safety. This Proposed Budget will not create a necessity for a real estate or occupational assessment tax increase. The 2017 Proposed Budget will be placed on public display from now until the November 7, 2016 Council Meeting at which time formal action by Council will be taken. Council Member Griffin moved that the 2017 Proposed Budget be approved and adopted as presented, and that any revisions be prepared for the 2017 Final Budget, to be voted on at the November 7, 2016 meeting of Borough Council. Motion was seconded by Vice President Kelley. – 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 7:26 pm.

Respectfully Submitted,

Debbi L. Beitzel

Debbi Beitzel
Borough Secretary

cc: Borough Council Members
Mayor Hollinger
Tim Knoebel
Mark Allshouse