

DILLSBURG BOROUGH COUNCIL MEETING
January 14, 2020 – 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 Holly Kelley, Vice President Matt Fawber, Chris Del Vecchio, Mike Gaffney, Mark Ryder and Isaac Tucker. Also present were Mayor John Richardson, Borough Manager Karen Deibler and Borough Secretary Debbi Beitzel. Council Member Dave Baldwin, Borough Engineer Tim Knoebel and Solicitor Mark Allshouse weren't present.

The following visitors were present: Chief Wargo from the Carroll Township Police Department, Carla Snyder from NYCFR, Logan Park Representative Nancy Putt and Dillsburg Borough Residents Jeff Griffin and Donna Brandt.

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

APPROVAL of the AGENDA

President Kelley added 12B to Public Safety – Apparatus fund allocation. Vice President Fawber moved to approve the agenda as amended. Motion was seconded by Council Member Ryder. – Motion carried.

APPROVAL of the MINUTES

December 3, 2019 Committee Meeting – Vice President Fawber moved to approve the Committee Meeting minutes of December 3, 2019 as presented. Motion was seconded by Council Member Del Vecchio. – Motion carried.

December 10, 2019 Council Meeting – Vice President Fawber moved to approve the Council Meeting minutes of December 10, 2019 as presented. Motion was seconded by Council Member Gaffney. – Motion carried.

DEPARTMENT REPORTS

Police Department Report

Chief Wargo reviewed the December 2019 Dillsburg Borough Police Report with Council and Mayor. The report listed the numbers and types of offenses and traffic incidents and a breakdown of hours worked. He indicated for the month of December 2019, there were 94 calls for service, for a year-to-date total of 1,233. There were 14 traffic accidents in December 2019, for a year-to-date total of 79 and the officers issued a total of 13 traffic citations in December 2019, for a year-to-date total of 285.

President Kelley asked about if the Burglar alarms for businesses were false or real ones. Chief Wargo stated generally they are always false alarms but will check into it and get back with Council. She asked if Council needed to be concerned regarding the suspicious person, vehicle and

activity incidents. Chief Wargo indicated that could be an officer driving along and seeing something suspicious and investigates it. He will get back with Council on this also.

Council Member Tucker asked if there were any updates on the soccer field damages. Chief Wargo stated no.

Chief Wargo stated he was hoping to update Council on the crash on South Chestnut Street which happened last month.

Ambulance Service Report

No one was no one present but a report was provided for the month of December 2019 to the Council and Mayor.

Fire Company Report

Carla Snyder reviewed the December 2019 report with Council and Mayor. She indicated for the month of December 2019, there were 42 calls for a year-to-date total of 526. For the month of December 2019 there were 17 calls in the Borough, for a year-to-date total of 112.

She indicated in December they hauled Santa around to the neighborhoods. They had to change the date due to rain, so they went during the day and not as many kids as they did in the past. They learned that they can't do it during the day.

She indicated they participated with the tree lighting ceremony and with the New Year Eve's Pickle Drop.

She indicated some members attended a chimney fire training class in New Cumberland and they are working on an extensive training calendar for 2020.

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 December 2019 were \$94,459.90. The Profit & Loss Budget vs. Actual Detail Report and a Cash Flow Report were also given to each Council Member and Mayor. Vice President Fawber moved to approve the payment of all bills as presented in the amount of \$94,459.90 pending audit approval. Motion was seconded by Council Member Ryder. President Kelley abstained. - Motion carried.

Planning Commission Report

There was no representative present.

Dillsburg Area Authority

There was no representative present.

Community Groups

Logan Park - Nancy Putt, 113 Harrisburg Pike, asked Manager Deibler if she heard anything regarding the grant for the park. Manager Deibler stated she has been calling them and they tell her to be patient.

Ms. Putt indicated she was interested in learning more about how the people in the community people could help get the Bike/Rail trail moving along. Council Member Tucker indicated he received an update today; they have made progress with some Dillsburg residents and that

Mechanicsburg Borough was going to take up phase 2. They will take the reins because most of the trail is in Mechanicsburg.

Solicitor's Report

Solicitor Allshouse wasn't present but did provide a report for services provided in December 2019 to the Council and Mayor.

Engineer's Report

Engineer Knoebel wasn't present and no reports/invoices were provided for services provided in December 2019 to the Council and Mayor.

Tax Collector Report

Debbi Beitzel provided the Council and Mayor with a written report for December 2019. She indicated she completed her audit last Tuesday and will provide Council and Mayor with the final report next month.

Borough Staff Report

Manager Deibler provided the Council and Mayor with a written report for December 2019.

PUBLIC COMMENT

There were none.

CORRESPONDENCE

There was none.

MAYOR'S REPORT

Mayor Richardson had nothing to report.

PRESIDENT'S REPORT

President Kelley welcomed Chris Del Vecchio to Borough Council. She thanked those who participated in the Door Decorating Contest.

COMMITTEE REPORTS

Public Works Committee

Neither Council Member Del Vecchio nor Council Member Tucker had anything to report.

Public Safety Committee

- A. Discuss/Take Action – 2020 Fire Police Authorization – Vice President Fawber stated Dillsburg Area Fire Police do not only serve the community when dispatched to emergency calls, but also when assisting at community events. The Borough must authorize the Fire Police to assist at events when not dispatched through the emergency call system and/or not acknowledged in, Title 35, the PA Fire Police Law, Chapter 74. Vice President Fawber moved to authorize the Dillsburg Area Fire Police to voluntarily assist with traffic situations and concerns during, and pertaining only to, the following 2020 Dillsburg Borough events if

requested and pre-approved by event sponsor: Dillsburg Youth Baseball Parade, Picklefest, Memorial Day Parade, Annual Tree Lighting and Pickle Drop. Motion was seconded by Council Member Gaffney. – Motion carried.

- B. Discuss/Take Action – Fire Apparatus Allocation - Repairs to Ladder Truck – Vice President Fawber moved to allocate \$4,000.00 from the Fire Dept. Apparatus Fund to pay towards repairs to the ladder truck. Motion was seconded by Council Member Gaffney. – Motion carried.

Administration Committee

- A. Discuss/Take Action – Transfer of Historical Records to NYCHAPS - Council Member Gaffney stated the Pennsylvania Historical and Museum Commission states that historically valuable public records are public property and should remain in public custody. Such records should be maintained in a municipally operated archives/records center. If a municipality cannot adequately care for its own historical records, provisions may be made to have the items placed on microfilm by the State Archives. The State Archives will keep the negative of the microfilm. The municipality may purchase copies of the microfilm to use as onsite documentation and make an agreement with a private or state organization for record storage. Dillsburg Borough has had records from 1833 through 1979 placed on microfilm by the State Archives and has copies of this film stored at 151 S Baltimore Street; Dillsburg, PA. Council entered into an agreement, which follows the terms set forth by the State Archives, with NYCHAPS to store Dillsburg’s historical documents. This agreement must be renewed every five years. Council Member Gaffney moved to authorize renewal for another 5-year term of the original agreement dated March 8, 2005 between the Borough of Dillsburg and NYCHAPS for the storage of the Borough’s Historical Documents. Motion seconded by Council Member Ryder. – Motion carried.
- B. Discuss/Take Action – Tax Refunds – Council Member Ryder stated Dillsburg Borough Council has received one real estate tax partial refund request numbered RER2020-1. The refund has been requested because there had been an overpayment made in 2019. The refund has been reviewed by the Borough Manager and the Tax Collector, who concur that the refund needs processed. Council Member Ryder moved to approve the one Real Estate Tax partial refund request numbered RER2020-1. Motion seconded by Council Member Gaffney. – Motion carried.
- C. Discuss/Take Action – Resignation - Council Member Gaffney stated Council has received a resignation from Dillsburg Borough’s Planning Commission Chair and Emergency Management Deputy Director, Allen Reeves. Council Member Gaffney moved, with deep regret, to accept Mr. Reeves’ resignation effective immediately and thank him for his service. He will be greatly missed. Motion was seconded by Council Member Ryder. – Motion carried.

OLD BUSINESS

There was none.

NEW BUSINESS

- A. Resolution 2020-1 – Recognizing Jeffrey L Griffin - President Kelley stated the Council Members and the Mayor wish to recognize and thank Mr. Jeff Griffin for his dedication and service to the Borough of Dillsburg and its Residents. Among the many other contributions

and volunteer efforts in the Community, Jeff served on Council for over twenty (20) years faithfully and with honesty and integrity, giving of his time, experience and enthusiasm. He has represented the Borough at many State, County and Local functions and meetings, held numerous Council Committee positions, served as both Vice-President and President and was involved with a variety of community groups and events. He has been one of the Borough's biggest supporters. President Kelley moved to adopt Resolution 2020-1 recognizing the service performed for the Borough of Dillsburg and its Citizens by Mr. Jeffrey L. Griffin. Motion was seconded by Council Member Gaffney. – Motion carried. Representative Dawn Keefer presented Jeff Griffin with a citation and thanked him for his time served.

ADJOURNMENT

Since there was no further business, Vice President Fawber moved to adjourn the regular meeting. Motion was seconded by Council Member Ryder. – Motion carried. The regular meeting was adjourned at 7:24 pm.

Respectfully Submitted,

Debbi L. Beitzel

Debbi Beitzel
Borough Secretary

cc: Borough Council Members
Mayor Richardson
Tim Knoebel
Mark Allshouse