

# DILLSBURG BOROUGH COUNCIL MEETING

July 13, 2021 – MINUTES

7:00 PM

The Dillsburg Borough Council held their monthly business meeting at the Dillsburg Borough Office on the above-mentioned date. Council Members attending were President Holly Kelley, Vice President Matt Fawber, Charles Deeble, Chris Del Vecchio, and Mike Gaffney. Council Member Dave Baldwin joined the meeting via facetime. Also, present were Mayor John Richardson, Borough Manager Karen Deibler and Borough Secretary Debbi Beitzel. Council Member Tucker, the Borough Solicitor nor the Borough Engineer were present.

The following visitors were present: Chief Wargo from Carroll Township Police Department, Carla Snyder, Donald Nye and Hector Morales from NYCFR and Mary Lou Bytof from the Dillsburg Banner.

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

Council Member Gaffney moved to approve the agenda as presented. Motion was seconded by Vice President Fawber. - Motion carried.

## APPROVAL of the MINUTES

June 1, 2021, Committee Meeting – Council Member Baldwin moved to approve the Committee Meeting minutes of June 1, 2021, as presented. Motion was seconded by Vice President Fawber. - Motion carried.

June 8, 2021, Special Council Meeting – Vice President Fawber moved to approve the Special Council Meeting minutes of June 8, 2021, as presented. Motion was seconded by Council Member Del Vecchio. - Motion carried.

June 8, 2021, Council Meeting – Vice President Fawber moved to approve the Council Meeting minutes of June 8, 2021, as presented. Motion was seconded by Council Member Del Vecchio. - Motion carried.

## DEPARTMENT REPORTS

### *Police Department Report*

Chief Wargo reviewed the June 2021 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 June 2021, there were 196 calls for service, for a year-to-date total of 1,175. There were four (4) traffic accidents in June 2021, for a year-to-date total of 19 and the officers issued 20 traffic citations in June 2021, for a year-to-date total of 117.

Chief Wargo indicated the police department has signed up with a company called Crime Watch. They will be taking over their social media and webpage. He stated this allows them to control what they send out to people regarding crashes, lane closures, wanted people, etc.; people

can submit a tip. He indicated it's a good resource and encourage people to sign up. President Kelley asked if the tips and feedback were public like a post or are they private. Chief Wargo indicated he was going to assumed but when he receives his first right-to-know it will be sent to the solicitor, but he believes they will be public.

Council Member Del Vecchio asked if there were any incidents on the 4<sup>th</sup> of July. Chief Wargo stated they had one firework call on July 3<sup>rd</sup> and then another one on the 4<sup>th</sup>. President Kelley indicated the Borough had put out a notice regarding setting off fireworks in the Borough. Chief Wargo stated they also put out a notice.

Vice President Fawber stated an officer picked up a trash bag across from his home and was wondering what was in it. Chief Wargo indicated it was molding meat.

#### Ambulance Service Report

No one was present but a report was provided for the month of June 2021 to the Council and Mayor. Vice President Fawber indicated there will be a meeting on July 29<sup>th</sup>.

#### Fire Company Report

Carla Snyder reviewed the June 2021 report with Council and Mayor. She indicated for the month of June 2021, there were 41 calls for a year-to-date total of 254. For the month of June there were five (5) calls in the Borough, for a year-to-date total of 39.

She indicated they have two firefighters that are going for their Firefighter 1 testing this weekend and expect them to be certified as Firefighter 1. Hector Morales stated this will help them with grants because it's a national certification. President Kelley asked once these people test, how many people will they have. Mr. Morales stated 8-10. Vice President Fawber asked to get to Firefighter 1, how long does it take and what does it authorize them to do. Ms. Snyder went over all that was involved and the requirements.

Ms. Snyder indicated they have been doing some training for some day care centers, fire extinguisher training for the residents of Stonebridge, she will be going out to Elmcroft to do fire extinguisher training and a mock drill, and they had a huge training at the high school.

Vice President Fawber asked if there was anything new with the steering committee or from the other municipalities. Ms. Snyder stated she hadn't heard.

Mr. Morales indicated he reached out to County about the new box number up the road, Box 6640. He stated what they have been told, they will be dual dispatched. President Kelley asked who made that call. Mr. Morales stated that would have been Chief 66; he would have had to have that approved by Franklinton Borough. He indicated they have Knox boxes up there and they can't give that information out to Wellsville. President Kelley asked what that process was. Mr. Morales indicated they would have to contact the business and put up their own boxes, because they are secure boxes. Manager Deibler asked if Wellsville got dispatched prior to them taking over. Mr. Morales stated no. Vice President Fawber stated the reason it's being dual dispatched was because the first responder is 10 miles away.

Mr. Morales indicated he reached out to Franklin Township regarding the truck payment, and they are aware and will be handling it.

President Kelley asked if there were any citizens feedback regarding the letter. Mr. Morales and Ms. Snyder stated on social media, yes. Vice President Fawber asked if they were surprised. Mr. Morales stated surprised and angry. Ms. Snyder stated a lot of questions.

Vice President Fawber stated that Dillsburg Borough is fully committed doing what they need to make this work, they aren't guaranteeing anything. Their goal is to work with this fire department and what is in the best interest for our citizens.

Mr. Morales indicated he had talked with Chief Heckert of Monroe, and they are willing to help them in any way they can. Ms. Snyder stated they are trying to make it all positive and keep everyone engaged, especially the young kids.

Ms. Snyder asked if the Council was able to look over the roof repair bill. President Kelley stated yes, and it was on the bill list to approve. Manager Deibler stated we would send them a copy of the payment.

#### 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 2021 were \$125,225.26. 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 \$125,225.26 pending audit approval. Motion was seconded by Council Member Baldwin. President Kelley abstained. - Motion carried.

#### Planning Commission Report

There was no representative present.

#### Dillsburg Area Authority

There was no representative present.

#### Community Groups

There were no community groups present.

#### Solicitor's Report

The Borough Solicitor wasn't present but did provide the Council and Mayor with an invoice for services provided in June 2021.

#### Engineer's Report

Engineer Knoebel wasn't present but did provide the Council and Mayor with an invoice for services provided in June 2021.

#### Tax Collector Report

Debbi Beitzel provided the Council and Mayor with a written report for June 2021.

#### Borough Staff Report

Manager Deibler provided the Council and Mayor with a written report for June 2021. Council Member Baldwin thanked the office for notifying the residents regarding the soliciting permits that were out. Manager Deibler indicated that we were also putting it on Facebook and the website. Council Member Baldwin asked how long a permit was good for. Manager Deibler indicated it depends, they can get it for one day or a month. Vice President Fawber asked if a month was the longest. Secretary Beitzel indicated they are allowed to ask for an extension.

## PUBLIC COMMENT

There was none.

## CORRESPONDENCE

There was none.

## MAYOR'S REPORT

Mayor Richardson had nothing to report.

## PRESIDENT'S REPORT

President Kelley reminded everyone that the August Committee meeting will be held on Monday, August 2<sup>nd</sup> due to National Night Out.

## COMMITTEE REPORTS

### Public Works Committee

- A. Discuss/Take Action – Kinsley Payment for 2020 Stormwater Maintenance – Council Member Del Vecchio stated at the advertised public Committee meeting held on Tuesday, September 1, 2020, Council accepted the Kinsley bid for repairs to the Borough’s stormwater system at North Baltimore Street and at Harrisburg Pike and East Church Street. The total cost of the project was \$102,530.00. The final restoration has been completed and Kinsley has supplied the Borough with a 2-year maintenance bond. KPI reviewed everything and approved the final payment of \$10,253.00. Council Member Del Vecchio moved to authorize the final payment in the amount of \$10,253.00 for the 2020 Stormwater Maintenance work be forwarded to Kinsley Construction, Inc. Motion was seconded by Vice President Fawber. President Kelly abstained. – Motion carried.
- B. Discuss/Take Action – Partial Payment for New Building - Council Member Del Vecchio stated in January of 2021, the Borough contacted Gordian ezIQC/KPN, a cooperative purchasing network, for a price proposal. The proposal was \$2,444,176.25. Council reviewed the proposal and agreed that the price proposal is complete and fair. Council accepted the proposal and signed a contract with Lobar Associates to perform the work. A request for a partial payment has been received by the Borough in the amount of \$51,139.34 for site work and general requirements. Council Member Del Vecchio moved to authorize that a partial payment in the amount of \$51,139.34 for site work and general requirements for the new building. Motion was seconded by Council Member Baldwin. – Motion carried.

### Public Safety Committee

Neither Vice President Fawber nor Council Member Baldwin had anything to report.

### Administration Committee

- A. Discuss/Take Action – PIB Loan – Council Member Gaffney stated Dillsburg Borough’s Solicitor suggested that the Borough prepay \$100,000.00 toward the principal of the Pennsylvania Infrastructure Bank Note received to finish the Second Street and Gettysburg Street project. Council Member Gaffney moved to authorize and ratify the prepayment of principal in the amount of \$100,000.00 toward the Borough’s Pennsylvania Infrastructure Bank

Note, with the 2021 budget to be amended to reflect said prepayment of principal and said further funds to be allocated from cash reserves of the Borough. Motion was seconded by Council Member Deeble. – Motion carried.

### OLD BUSINESS

Manager Deibler stated for those that will be working on the grill at National Night Out, they will only be serving hot dogs. President Kelley asked if we knew why. Manager Deibler stated the event will be scaled back this year.

### NEW BUSINESS

Manager Deibler indicated the Borough received half of the Covid money of \$135K. It was deposited into the general funds. She needs authorization from Council to set up a special account just for this money. Vice President Fawber asked what we could use this money for. Manager Deibler indicated its still being worked on. Council Member Deeble asked if it was matching funding. Manager Deibler stated no, but it's very specific as to what you can or can't use it for. Manager Deibler stated they have three years to use it. President Kelley asked if the funds would be deposited into ACNB. Manager Deibler stated yes. Council Member Baldwin moved to authorize Manager Deibler to setup a special account for the Covid relief funding. Motion was seconded by Vice President Fawber. – Motion carried.

### ADJOURNMENT

Since there was no further business, Vice President Fawber moved to adjourn the regular meeting. Motion was seconded by Council Member Gaffney. – Motion carried. The regular meeting was adjourned at 7:28 pm.

Respectfully Submitted,

*Debbi L. Beitzel*

Debbi Beitzel  
Borough Secretary

cc: Borough Council Members  
Mayor Richardson  
Tim Knoebel  
Salzman Hughes, PC