

**DILLSBURG BOROUGH COUNCIL MEETING**  
**May 14, 2019 – 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, Dave Baldwin, Mike Gaffney, Jeff Griffin, Mark Ryder and Isaac Tucker. Also present were Mayor John Richardson and Borough Secretary Debbi Beitzel. Borough Manager Karen Deibler, 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 and Dillsburg Borough Residents Chris Delvecchio and Jim Burgess.

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 Baldwin called for an executive session after the regular meeting to discuss contracts; with no need to come back into regular session. Council Member Griffin moved to approve the agenda as amended. Motion was seconded by Vice President Fawber. – Motion carried.

APPROVAL of the MINUTES

April 2, 2019 Committee Meeting – Council Member Griffin moved to approve the Committee Meeting minutes of April 2, 2019. Motion was seconded by Council Member Ryder. – Motion carried.

April 9, 2019 Council Meeting – Council Member Griffin moved to approve the Council Meeting minutes of April 9, 2019. Motion was seconded by Vice President Fawber. – Motion carried.

DEPARTMENT REPORTS

*Police Department Report*

Chief Wargo reviewed the April 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 April 2019, there were 117 calls for service, for a year-to-date total of 472. There were four traffic accidents in April 2019, for a year-to-date total of 31 and the officers issued a total of 28 traffic citations in April 2019, for a year-to-date total of 117.

Chief Wargo indicated the PickleFest and the 5K run went smooth and received no complaints. President Keely asked if everyone was onboard for the Memorial Day Parade on Monday, May 27th. Chief Wargo stated yes and will follow up with Tim Trump to make sure we have coverage.

Council Member Baldwin asked about the injured-on duty incident involved an officer. Chief Wargo stated yes and can discuss this issued at another time.

Ambulance Service Report

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

Fire Company Report

Carla Snyder reviewed the April 2019 report with Council and Mayor. She indicated for the month of April 2019, there were 40 calls for a year-to-date total of 178. For the month of April there were 7 calls in the Borough, for a year-to-date total of 36.

She indicated on May 3<sup>rd</sup> they participated in the South Mountain May Fair. They took the apparatus up and left the kids go through it, on Thursday, May 16<sup>th</sup>, they will be doing the mock DUI drill at the high school and will be helping with the Memorial Day Parade on May 27<sup>th</sup>. Ms. Snyder stated they also participated at PickleFest. She mentioned that in order for the 5K run to take place, an ambulance needs to be on site and since the ambulance wasn't there she served, and the brush truck served as the medical unit. President Kelley asked if this was due to a communication issue or were they out on a call. Ms. Snyder stated she thinks they were out on a call.

She indicated on April 27<sup>th</sup>, approximately 10 members went to the Franklinton station and had pump and driver training on each other's rigs. Therefore, they have a bunch of qualified drivers and pumpers. President Kelley indicated since there are more drivers, will there be more drivers available. Ms. Snyder indicated since most of them still work during the day, the daytime hours will still be lean.

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 2019 were \$92,485.16. 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 \$92,485.16 pending audit. Motion was seconded by Council Member Baldwin. Council Members Griffin and Gaffney abstained. - Motion carried.

Planning Commission Report

There was no representative present.

Dillsburg Area Authority

There was no representative present.

Community Groups

There were none.

Solicitor's Report

Solicitor Allshouse wasn't present but did provide the Council and Mayor with an invoice for services provided in April 2019.

### Engineer's Report

Engineer Knoebel wasn't present but did provide the Council and Mayor with an invoice for services provided in April 2019

### Tax Collector Report

Debbi Beitzel provided the Council and Mayor with a written report for taxes paid and sent out along with a listing of revisions for April 2019.

### Borough Staff Report

Manager Deibler wasn't present but provided the Council and Mayor with a written report for April 2019.

### PUBLIC COMMENT

Jim Burgess, 116 Greenbriar Lane, shared the dump truck data from the time period of April 22<sup>nd</sup> through May 7<sup>th</sup> with Council and Mayor. He asked what the status was on the traffic report and what the protocol was for finding out the results. Council Member Baldwin stated it had been turned over to KPI.

### CORRESPONDENCE

There was none.

### MAYOR'S REPORT

Mayor Richardson stated he participated in the NEMA/TMI drill and it went well and was very organized.

He helped open up the Celtic Festival.

He stated he met with his neighbor who needed an ambulance and he said the response time was very quick and was at his house within five minutes.

Mayor Richardson thanked Borough Manager Deibler, Council Member Griffin and the Pickle Committee for a very successful event on Saturday. The wing contest went well and the pickle eating contest winner won his fourth year in a row.

### PRESIDENT'S REPORT

President Kelley also mentioned all the work Borough Manager Deibler and Council Member Griffin put in to make the PickleFest event a success. She stated election day is coming up on May 21<sup>st</sup> and reminded everyone to come out and vote at the Dillsburg Senior Center. She indicated the Memorial Day Parade will be held on Monday, May 27<sup>th</sup> starting at the VFW at 10:45am. She thanked Coldwell Banker for placing the flags throughout the community.

### COMMITTEE REPORTS

#### Public Works Committee

Council Members Ryder and Tucker had nothing to report.

Public Safety Committee

Vice President Fawber and Council Member Baldwin had nothing to report.

Administration Committee

- A. Discuss/Take Action – Fowl Permit – Council Member Griffin stated Section 2-101 of Chapter 2 of the Code of the Borough of Dillsburg states that it shall be unlawful for any person, firm, corporation or other entity to engage in the keeping or housing of poultry or other undomesticated animals in the Borough without first obtaining a permit. Minso and Jackie Yoon of 21 Pheasant Ridge Road have applied for permit in order to raise chickens. The Borough has been provided with the purpose for keeping the fowl, the description of the quarters where the fowl will be maintained, the process for waste removal and the expected noise level. Council has reviewed the information and application and found everything in order. Council Member Griffin moved to approve the application as submitted and authorize the Borough Manager to notify the applicants of the approval and process the permit with an expiration date of December 31, 2019, with the understanding that Council may withdraw a permit at any time whenever such keeping or housing of the fowl shall have a detrimental effect upon the health, safety or welfare of the Borough or its residents. If a permit would be withdrawn, the applicant shall be notified in writing of the reasons therefor and be ordered to remove such fowl within a specified time. Motion was seconded by Council Member Gaffney. – Motion carried.

OLD BUSINESS

There was none.

NEW BUSINESS

There was none.

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 7:18 pm.

Respectfully Submitted,

*Debbi L. Beitzel*

Debbi Beitzel  
Borough Secretary

cc: Borough Council Members  
Mayor Richardson  
Tim Knoebel  
Mark Allshouse