

**DILLSBURG BOROUGH COUNCIL MEETING**  
**May 11, 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: Vice President Matt Fawber, Chris Del Vecchio, and Mike Gaffney. President Holly Kelley joined the meeting via phone and Council Member Dave Baldwin joined the meeting via Facetime. Also present were Mayor John Richardson, Borough Solicitor Samuel Wisner, Jr., Borough Manager Karen Deibler and Borough Secretary Debbi Beitzel. Council Member Isaac Tucker wasn't present nor was the Borough Engineer.

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

The meeting was called to order by Vice President Fawber 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 Council Member Baldwin. – Motion carried.

APPROVAL of the MINUTES

April 6, 2021 Committee Meeting – Council Member Baldwin made a correction on item #9. Council Member Gaffney moved to approve the Committee Meeting minutes of April 6, 2021 as amended. Motion was seconded by Council Member Del Vecchio. – Motion carried.

April 13, 2021 Council Meeting – Council Member Gaffney moved to approve the Council Meeting minutes of April 13, 2021 as presented. Motion was seconded by Council Member Del Vecchio. – Motion carried.

DEPARTMENT REPORTS

Police Department Report

Chief Wargo reviewed the April 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 April 2021, there were 174 calls for service, for a year-to-date total of 772. There were three (3) traffic accidents in April 2021, for a year-to-date total of 14 and the officers issued 13 traffic citations in April 2021, for a year-to-date total of 81.

Chief Wargo stated they presented a Certificate of Commendation to David McCoy for the performance of duty on Tuesday, May 4, 2021 for a house fire on East Welty Avenue. He was the first police officer on the scene and crawled into the home searching for occupants. Chief Wargo indicated he went above and beyond what was expected of him.

Chief Wargo stated National Night Out will be held on Tuesday, August 3, 2021 with a few minor changes.

### Ambulance Service Report

No one was present but a report was provided for the month of March 2021 to the Council and Mayor.

### Fire Company Report

Carla Snyder reviewed the April 2021 report with Council and Mayor. She indicated for the month of April 2021, there were 42 calls for a year-to-date total of 165. For the month of April there were seven (7) calls in the Borough, for a year-to-date total of 25.

She indicated they had their annual HazMat refresher course for two days. They participated in the Picklefest event.

Ms. Snyder indicated the fire chief resigned, so they just moved all the senior officers up one spot.

She stated they hope to get out and do some water and pump training since the weather is getting warmer.

She indicated they are talking about Farmers' Fair, since they heard it was a go.

### 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 2021 were \$65,751.50. The Profit & Loss Budget vs. Actual Detail Report and a Cash Flow Report were also given to each Council Member and Mayor. Council Member Gaffney moved to approve the payment of all bills as presented in the amount of \$65,751.50 pending audit approval. Motion was seconded by Council Member Baldwin. President Kelley abstained. - Motion carried.

### Planning Commission Report

Manager Deibler indicated the PC will be reviewing another sketch plan on Wednesday, May 26<sup>th</sup>.

### Dillsburg Area Authority

There was no representative present.

### Community Groups

There were no community groups present.

### Solicitor's Report

Solicitor Wisner provided the Council and Mayor with an invoice for services provided in April 2021.

Solicitor Wisner indicated last night the Treasury released guidance on the local fiscal recovery funds and provided some additional perimeters on permitted uses of those funds; water, sewer, and stormwater are included. He suggested to look at what types of projects the Borough wants to utilize those funds for. The allocations should come through the Commonwealth sometime in the next month or so. You will receive half of the funds you are entitled to within the next month or so and the other half approximately a year from that time. Manager Deibler indicated that Solicitor George sent her the information. Vice President Fawber asked if the Borough had any projects. Manager Deibler stated we will. Solicitor Wisner indicated for a construction project, the funds have to be obligated by the end of 2024, which means you been awarded a bid to spend the money and be constructed by 2026, so there is time to figure out how to utilize those funds. Council Member Baldwin asked if the Borough would know a head of time the amount they are getting. Manager Deibler stated they know now. Solicitor

Wiser stated yes but doesn't recall what that amount is. He stated there may also be an opportunity to apply to the County for some of their funding; York County is going to receive 87 million dollars. He would imagine some of this would be pushed out to some of the municipal local governments for eligible projects. Solicitor Wiser mentioned if there is a project that has insufficient funding there will likely be an opportunity to request some additional funding from the County. Council Member Baldwin asked if it was a matching. Solicitor Wiser stated no.

Engineer's Report

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

Tax Collector Report

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

Borough Staff Report

Manager Deibler provided the Council and Mayor with a written report for April 2021.

PUBLIC COMMENT

There was none.

CORRESPONDENCE

There was none.

MAYOR'S REPORT

Mayor Richardson had nothing to report.

PRESIDENT'S REPORT

President Kelley thanked everyone for a successful Picklefest. She stated not to forget election day on Tuesday, May 18<sup>th</sup> and planning is underway for the Memorial Day parade on Monday, May 31<sup>st</sup>.

COMMITTEE REPORTS

Public Works Committee

Council Member Del Vecchio had anything to report.

Public Safety Committee

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

Administration Committee

- A. Discuss/Take Action/Decide – New Building Finance - Solicitor Wiser indicated there was a discussion at the Workshop meeting about the proposals that were provided for the financing of the new building. At the finance committee they decided the ACNB proposal was the best proposal. However, there was one hurdle to the ACNB proposal that came to mind and it was if you recall the ACNB proposal was the one that had the 30-year amortization but had the mandatory balloon payment at 20 years. Local Government Unit Debt Act says that municipalities debt service has to be approximately level so with that balloon payment on the end it puts it way out of kilter with the large balloon payment at the end and would not meet the requirements of Local Government Unit

Debt Act. He called the bank council and asked if they reviewed the proposal from the bank and that he had a Debt Act concern and didn't think DCED would approve it with the balloon payment of 20 years. The bank council agreed and indicated they would call the bank and see what could be done. The bank council called the bank and emailed Solicitor Wisner back and indicated the bank would agree to 30-year term, the only modification they would like to make instead of the cap rate of 5%, they would like it to be 5½%. Council agreed. Council Member Gaffney moved that stated Borough Council accepts the proposal of ACNB Bank for the financing of the new municipal building as modified per Council at the 5 ½ % max and a 30-year amortization and 2.19% for the first 10 years. Motion was seconded by Council Member Baldwin. – Motion carried.

Solicitor Wisner indicated the Borough now has to advertise and adopt the Debt ordinance, so they need to figure out a time when they can do this perhaps at a special meeting because if they wait until the next regular meeting, they won't meet the banks desired closing date for the end of June. He stated if there was a date at which Council believes they could get a quorum of Council together for a 5-minute meeting, they can advertise the debt ordinance for that date and get it adopted. Manager Deibler asked if anyone would be available on Wednesday, May 19<sup>th</sup> at 6:00pm. Everyone agreed. Manager Deibler asked if the advertisement have to state anything in particular. Solicitor Wisner indicated he would provide the advertisement.

#### OLD BUSINESS

There was none.

#### NEW BUSINESS

There was none.

#### ADJOURNMENT

Since there was no further business, Council Member Gaffney moved to adjourn the regular meeting. Motion was seconded by Council Member Del Vecchio. – 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  
Salzman Hughes, PC