

DILLSBURG BOROUGH COUNCIL MEETING
September 8, 2020 – MINUTES
7:00 PM

The Dillsburg Borough Council held their monthly business meeting at the Dillsburg Borough Office (parking lot) on the above-mentioned date. Council Members attending were: President Holly Kelley, Vice President Matt Fawber, Chris Del Vecchio, Mike Gaffney, Isaac Tucker and Mark Ryder. Council Member Dave Baldwin joined the meeting via Facetime. Also present were Borough Manager Karen Deibler and Borough Secretary Debbi Beitzel. Mayor John Richardson, Borough Engineer Tim Knoebel and Solicitor Mark Allshouse weren't present.

The following visitors were present: Carla Snyder from NYCFR.

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

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

APPROVAL of the MINUTES

August 3, 2020 Committee Meeting – Vice President Fawber moved to approve the Committee Meeting minutes of August 3, 2020 as presented. Motion was seconded by Council Member Baldwin. – Motion carried.

August 11, 2020 Council Meeting – Vice President Fawber moved to approve the Council Meeting minutes of August 11, 2020 as presented. Motion was seconded by Council Member Del Vecchio. – Motion carried.

DEPARTMENT REPORTS

Police Department Report

Chief Wargo wasn't present but the August 2020 Dillsburg Borough Police Report was provided to the Council and Mayor. The report listed the numbers and types of offenses and traffic incidents and a breakdown of hours worked.

Ambulance Service Report

No one was present and no report was provided for the month of August 2020.

Fire Company Report

Carla Snyder reviewed the August 2020 report with Council and Mayor. She indicated for the month of August 2020, there were 52 calls for a year-to-date total of 298. For the month of August 2020 there were 16 calls in the Borough, for a year-to-date total of 50.

She indicated several members completed their annual HazMat training last weekend and nine members participated in a 3-day water supply training.

Council Member Ryder indicated to Ms. Snyder that the Borough approved Trick-or-Treat night for October 29th from 6-8 pm unless something would change. Manager Deibler stated it is up to the powers that be.

Council Member Baldwin asked why the fire company is being called out to all the medical calls. Ms. Snyder indicated this happens when the ambulance is out on another call.

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 August 2020 were \$45,154.12. 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 \$45,154.12 pending audit approval. Motion was seconded by Council Member Gaffney. - Motion carried.

Planning Commission Report

There was no representative present. Manager Deibler indicated there will be a meeting on September 23rd.

Dillsburg Area Authority

There was no representative present.

Community Groups

There were no community groups present.

Solicitor's Report

Solicitor Allshouse wasn't present but did provide an invoice for services provided in August 2020 to the Council and Mayor.

Engineer's Report

Engineer Knoebel wasn't present but did provide an invoice for services provided in August 2020 to the Council and Mayor.

Tax Collector Report

Debbi Beitzel provided the Council and Mayor with a written report for August 2020.

Borough Staff Report

Manager Deibler provided the Council and Mayor with a written report for August 2020.

PUBLIC COMMENT

There was none.

CORRESPONDENCE

There was none.

MAYOR'S REPORT

Mayor Richardson wasn't present.

PRESIDENT'S REPORT

President Kelley had nothing to report.

COMMITTEE REPORTS

Public Works Committee

- A. Discuss/Take Action – MS4 Permit - Council Member Tucker stated the Borough must submit renewal applications to the PA Department of Environmental Protection Agency for the National Pollution Discharge Elimination System (NPDES) Phase II Municipal Separate Storm Sewer Systems (MS4) General Permits (PAG-13). Council Member Tucker moved to authorize KPI Technology representatives to complete the application for the Borough, Manager Deibler to sign any and all necessary paperwork for the Borough and checks to be written for any and all applications and renewal fees. Motion was seconded by Council Member Del Vecchio. – Motion carried.
- B. Notice – Stormwater repairs (North Baltimore Street, Church Street and Harrisburg Pike) - Council Member Tucker stated at the advertised and public Committee meeting held on Tuesday, September 1, 2020, Council accepted the Knisley bid for repairs to the Borough's stormwater system at North Baltimore Street and at Harrisburg Pike & East Church Street for a total cost of \$99,900.00. Work at these two locations will be commencing in the very near future.

Public Safety Committee

- A. Notice – Parking Ordinance – Vice President Fawber stated during the RED phase of Covid-19, Dillsburg Council temporarily suspended enforcement of parking ordinances in the Borough. Beginning Tuesday, September 15, 2020, enforcement will resume.

Administration Committee

- A. Discuss/Take Action – Resolution 2020-6 – A resolution authorizing execution of a cable franchise agreement with Comcast - Council Member Ryder stated the Borough of Dillsburg has determined that the public interest would be served by granting a non-exclusive cable franchise to Comcast to better serve its residents with new technology, high speed internet and improved channel selection. Council Member Ryder moved to adopt Resolution 2020-6, authorizing the execution of a cable franchise agreement between the Borough and Comcast. Motion was seconded by Council Member Gaffney. – Motion carried.
- B. Discuss/Take action – Pension MMO - Council Member Gaffney stated each year the Borough determines the specific funding necessary to meet its financial obligation for funding of the Non-Uniform Employees' Pension Fund. The Borough Manager, along with the Actuary, has determined that the Minimum Municipal Obligation (MMO) for 2021 should be \$17,896.00. This funding obligation will be met through a combination of State and Borough funds. The obligation will become part of the Pension Plan calculations for 2021 and will also be considered as a General Fund expense for the Borough Budget. Council Member Gaffney moved to approve the specific funding for

the 2021 MMO to be paid for the Borough Non-Uniform Employees' Pension Fund in the amount of \$17,896.00. Motion was seconded by Council Member Ryder. – Motion carried.

OLD BUSINESS

Manager Deibler mentioned there would be a meeting on Wednesday, September 9th with Lobar Associates at 4:00 pm over by Chestnut Hollow Drive to discuss and review the final plan for the sidewalk project. She indicated she had talked with the engineers who designed the plan and they have talked with Mr. Baker and he knows exactly what is going on.

President Kelley asked if all the donation requests for 2021 had come in. Manager Deibler stated they are not due until the end of September.

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 7:22 pm.

Respectfully Submitted,

Debbi L. Beitzel

Debbi Beitzel
Borough Secretary

cc: Borough Council Members
Mayor Richardson
Tim Knoebel
Mark Allshouse