

DILLSBURG BOROUGH COUNCIL MEETING

April 12, 2022 – 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 Matt Fawber, Vice President Holly Kelley, Charles Deeble, Patrick Wolfkill, and Isaac Tucker. Council Member Dave Baldwin joined the meeting via facetime. Also, present were Mayor John Richardson, Borough Manager Karen Deibler and Borough Secretary Debbi Beitzel. The following people weren't present: Council Member Del Vecchio, the Borough Solicitor, and the Borough Engineer.

The following visitors were present: Chief Thomas Wargo and Officer Thomas Redifer from Carroll Township Police Department, Mary Lou Bytof from the Dillsburg Banner, Doug Riley from NYCHAPS, Jay Young from DARC and Dillsburg Borough Resident Thadius Sales.

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

APPROVAL of the AGENDA

Vice President Kelley moved to approve the agenda as presented. Council Member Wolfkill seconded the motion. - Motion carried.

APPROVAL of the MINUTES

March 1, 2022, Committee Meeting – Vice President Kelley moved to approve the Committee Meeting minutes of March 1, 2022, with one correction. Council Member Baldwin seconded the motion. - Motion carried.

March 8, 2022, Council Meeting – Council Member Tucker moved to approve the Council Meeting minutes of March 8, 2022, with one correction. Vice President Kelley seconded the motion. - Motion carried.

DEPARTMENT REPORTS

Police Department Report

Chief Wargo reviewed the March 2022 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 March 2022, there were 208 calls for service, for a year-to-date total of 543. There were ten traffic accidents in March 2022, for a year-to-date total of 23 and the officers issued 30 traffic citations in March 2022, for a year-to-date total of 79.

Vice President Kelley asked what a "service call/phone call" was. Chief Wargo indicated its when someone calls in and wants a phone call from the police for whatever purpose. Vice President Kelley asked what the four suspicious persons, the four suspicious vehicles and four thefts were. Chief Wargo indicated some of the thefts were in the Pheasant Ridge development with people breaking into unlocked cars. The suspicious persons were one on S. Baltimore Street, where a male was yelling at a girl and the mom reported it because she thought it was odd; one on Aspen Road, person called indicating people were running through her yard, which turned out to be the neighbor had family over and the kids were tuning around; one on Quail Drive, kids hanging out at one of the intersections, the police located the kids on S. Baltimore Street and all were over 18 years of age except one. Chief Wargo stated nothing really serious. He mentioned the

suspicious activity, two were on Quail Drive where vehicles were unlocked but nothing taken and one on S. Chestnut Street, the parents wanted the police to talk with their son, he was walking back in the alley with some other kids, and he got shot with some sort of water gun. They got the families together and worked everything out.

President Fawber asked if he heard anything about kids running out in front of vehicles. Chief Wargo indicated no complaints came through their office.

Chief Wargo introduced a new officer, Thomas Redifer.

Ambulance Service Report

No one was present nor was a report provided for the month of March 2022 to Council and Mayor. President Fawber indicated he and Vice President Kelley met with them to talk about the building, and they reviewed the contract. They will get back to the Borough with the contract and then we will send it to the solicitor to review. They also went to look at their space in the new building and are pleased.

Fire Company Report

No one was present but a report for March 2022 was provided to Council and Mayor. Manager Deibler asked if anyone knew where the brush fire was on South Baltimore Street. No one knew.

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 March 2022 were \$106,810.48. The Profit & Loss Budget vs. Actual Detail Report and a Cash Flow Report were also given to each Council Member and Mayor. Vice President Kelley moved to approve the payment of all bills as presented in the amount of \$106,810.48 pending audit approval. Council Member Tucker seconded motion. - Motion carried.

Planning Commission Report

There was no representative present.

Dillsburg Area Authority

There was no representative present.

Community Groups

Dillsburg Arts: Jay Young provided Council and Mayor with a list of events for 2022. He indicated they applied and received a \$5,000.00 grant, which they used to purchase an air purification system for the church. He indicated he was approached by the American Legion in Mechanicsburg to adopt the cemetery at Monaghan, it's a Revolutionary War Cemetery. The Dillsburg American Legion and the Dillsburg VFW will also be involved.

NYCHAPS: Doug Riley asked if there was any news on getting the fire police to help with Celtic Festival or should he contact the Carlisle Fire Police. Borough Council suggested getting Carlisle Fire Police. He also mentioned the open house being held next week.

Solicitor's Report

The Borough Solicitor wasn't present but did provide the Council and Mayor with an invoice for services provided in March 2022.

Engineer's Report

Engineer Knoebel wasn't present but did provide the Council and Mayor with an invoice for services provided in March 2022.

Tax Collector Report

Debbi Beitzel provided the Council and Mayor with a written report for March 2022.

Borough Staff Report

Manager Deibler provided the Council and Mayor with a written report for March 2022.

PUBLIC COMMENT

There was none.

CORRESPONDENCE

There was none.

MAYOR'S REPORT

Mayor Richardson had nothing to report.

PRESIDENT'S REPORT

President Fawber indicated the Celebration of Life for Hal Anderson will be held on April 30th at 11:00 am at the Carlisle Reformed Presbyterian Church and the Celebration of Life for Mark Ryder will be on May 1st from 12-3 pm at Franklintown Fire Hall.

COMMITTEE REPORTS

Public Works Committee

- A. Discuss/Take action – Partial Payment for New Building – Council Member Deeble stated in January of 2021, the Borough contracted Gordian, 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 was complete and fair. Council accepted the proposal and signed a contract with Lobar Associates to perform the work. A request for a sixth partial payment has been received by the Borough in the total amount of \$586,268.14 for sitework, HVAC and electrical work and finishes, cement work and asphalt materials. Council Member Deeble moved to authorize that a partial payment in the amount of \$586,268.14 for sitework, HVAC and electrical work and finishes, cement work and asphalt materials. Vice President Kelley seconded the motion. – Motion carried.

Public Safety Committee

- A. Discuss/Take action – Review and Adopt Updated NEMA EOP - Council Member Tucker stated as authorized pursuant to PA Act 35, Northern York Unified Emergency Management Agency (NEMA) was created in 2012 through execution of an Intergovernmental Cooperation Agreement (ICA) between Carroll, Monaghan and Warrington Townships, Dillsburg, and Wellsville Boroughs. The purpose of this Updated Emergency Operation Plan (EOP) is to prescribe those activities to be taken by NEMA and participating community officials to protect the lives and property of the citizens in the event of a natural or human-caused, including terrorism, emergency or disaster, and to satisfy the requirements of the Pennsylvania Emergency Management Services Code, (35 Pa. C.S. Section 7101 et seq., as amended) to have a disaster emergency management plan for the municipality. The plan consists of a Basic Plan, which describes principles and doctrine; a Notification and Resource Manual, which provides listings and means of contacting local and needed resources; and a series of Functional Checklists which provide detail for the accomplishment of specific operations. The scope of the plan includes all activities in the emergency management cycle, including prevention, preparedness, response, and recovery phases, as they apply to NEMA's role and responsibilities when activated on

behalf of the government or citizens of the member municipalities in the ICA and other non-member municipalities in the NYCSD, when authorized to do so. "Incident Specific Plans" may augment this plan if necessary to more efficiently cope with special requirements presented by specific hazards. Council Member Tucker moved to adopt Resolution 2022-3 adopting the Updated 2022 Northern York Unified Emergency Management Agency Emergency Operations Plan. Council Member Baldwin seconded the motion. – Motion carried.

Administration Committee

- A. Discuss/Take action – Appoint Deputy Tax Collector - Council Member Wolfkill stated a deputy tax collector must be named in order to collect and settle taxes during incapacitation of the Borough's Tax Collector. Council Member Wolfkill moved to officially appoint Carroll Township Tax Collector, Christina Heisey, as Dillsburg Borough's Deputy Tax Collector. Vice President Kelley seconded the motion. – Motion carried.

OLD BUSINESS

There was none.

NEW BUSINESS

President Fawber indicated the building is looking impressive. The parking lot is done and will be putting the lines on tomorrow. They are repairing the roof above the shop area. Vice President Kelley indicated she and Council Member Del Vecchio took NEMA through the building and NEMA is happy with the layout of their space. President Fawber stated EMS is happy as well. They might offer free blood pressure screening during events that may be held at the new building. He stated we need to start thinking about landscaping. He mentioned everything is coming along and the building is looking great.

ADJOURNMENT

Since there was no further business, Council Member Tucker moved to adjourn the regular meeting. Vice President Kelley seconded the motion. – Motion carried. The regular meeting was adjourned at 7:40 pm.

Respectfully Submitted,

Debbi L. Beitzel

Debbi Beitzel
Borough Secretary

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