

DILLSBURG BOROUGH COUNCIL MEETING
March 8, 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 Chris Del Vecchio. 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 Tucker, the Borough Solicitor, and the Borough Engineer.

The following visitors were present: Chief Thomas Wargo from Carroll Township Police Department, Hector Morales from NYCFR, Mary Lou Bytof from the Dillsburg Banner, Scott Shughart and Tracy Emig from the Dillsburg Senior Center, and Ed, Kelsey, and Nikki Williams from the RW Foundation.

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

Council Member Baldwin moved to approve the agenda as presented. Council Member Del Vecchio seconded the motion. - Motion carried.

APPROVAL of the MINUTES

February 1, 2022, Committee Meeting – Council Member Del Vecchio moved to approve the Committee Meeting minutes of February 1, 2022, as presented. Council Member Wolfkill seconded the motion. - Motion carried.

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

DEPARTMENT REPORTS

Police Department Report

Chief Wargo reviewed the February 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 February 2022, there were 169 calls for service, for a year-to-date total of 335. There were nine traffic accidents in February 2022, for a year-to-date total of thirteen and the officers issued 32 traffic citations in February 2022, for a year-to-date total of 49.

Vice President Kelley stated there were a lot of traffic stops. Chief Wargo indicated its because they now have a LPR (license plate reader), which makes it easier. President Fawber asked for what the stops were mostly. Chief Wargo indicated expired registrations.

Vice President Kelley questioned the seven fraud cases. Chief Wargo indicated residents in the Pin Oak Community Park paid their lot rents which were deposited into the Pin Oak's bank accounts, which got hacked. He stated the preliminary investigation shows its coming back from Nigeria. The DA's office closed them.

Vice President Kelley asked for an update regarding the car robberies. Chief Wargo stated they have video and posted it on their crime watch.

Ambulance Service Report

No one was present but a report was provided for the month of February 2022 to Council and Mayor.

Fire Company Report

Hector Morales reviewed the February 2022 report with Council and Mayor. He indicated for the month of February 2022, there were thirty calls for a year-to-date total of eighty-eight. For the month of February there were three (3) calls in the Borough, for a year-to-date total of twelve.

He indicated the month of February was slow because they changed their EMS boxes and are no longer getting all the EMS calls.

He indicated they have two people in fire school and on their way to interior and two people started a vehicle certification class, which will be a national certification.

President Fawber asked if there were some new people because he didn't recognize the names on the personnel listings. Mr. Morales indicated he will be sending the listing of personnel who went out on the calls. He stated Jennifer Mitchem and David Hayes are new and are fire police and Noah Green was their last person that just went through the training and graduated.

President Fawber stated that Council Members Tucker and Del Vecchio are working with the other municipalities to get a meeting on the books.

Mr. Morales indicated Keith Kuykendal spent four hours with the Naomi going over the budget.

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 February 2022 were \$68,568.43. 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 \$68,568.43 pending audit approval. Council Member Wolfkill seconded motion. - Motion carried.

Planning Commission Report

There was no representative present.

Dillsburg Area Authority

There was no representative present.

Community Groups

Dillsburg Senior Center: Scott Shughart introduced a co-worker, Tracy Emig. He provided Council and Mayor with an update. In the last six months, they served 2,298 lunches and delivered 5,642 meals on wheels. Vice President Kelley asked if those figures were up. Mr. Shughart stated since the pandemic started daily lunches have increased significantly in the beginning and then they fell off. Meals on Wheels went up and stayed up. They deliver to five townships and are all over the map. Vice President Kelley asked how many people are delivering the meals. Mr. Shughart stated Meals on Wheels were reduced to deliveries one day week (Monday) and people received seven frozen meals. This was decided by the York County Agency of Aging and seems to continue for the near future because of supply chain and staffing issues. He indicated hot daily lunches at all 14 York County Senior Centers will resume on Monday, April 4th and will be available Monday through Friday.

In terms of activities, things had been truncated because of the pandemic. They had no in-person speakers or group activities; the first one will be tomorrow. They had activities outside the senior center and take-home craft projects.

Mr. Shughart indicated all the senior centers tapped into the American Rescue Plan Act Funds that were available. All fourteen senior centers made a case to the County commissioners and were successful in getting some of the funding. They have not received the funds yet but hoping to in a month or so.

They had a cookie exchange where if any of their members brought in a canned good item for New Hope, they received a goody bag.

As things open up more, they have some in-person activities in March and more coming in April.

He mentioned that they are going to Rabbitt Transit to speak with them regarding resuming trips in the upcoming months.

Mr. Shughart indicated that if anyone knows of anyone that would be a good volunteer candidate for Meals on Wheels, please let them know.

Solicitor's Report

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

Engineer's Report

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

Tax Collector Report

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

Borough Staff Report

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

PUBLIC COMMENT

Ed Williams, director of the Rider Williams Foundation provided Council and Mayor with a report regarding the 5K run. He wanted to discuss the safety and traffic mitigation issues. The plan that they have in place currently that they would like to execute is, the race will start at the High School. The runners will run down north on Baltimore Street make a right onto East York Street, then right onto South Chestnut Street, following Old York Road, then right on to Grouse Road, then left onto Quail Drive, then right on to Pheasant Ridge Road and left onto South Baltimore Street back to the high school. He stated he has been talking with Hector, Tim Trump and Butch Starner and what they discussed was to have a lead vehicle and a tail vehicle. By doing this, after they left the active zones, they would be able to reopen the roads. Some of the blockages may be as little as 5 minutes and some others up to 20 minutes. He indicated he spoke with PennDOT's traffic engineer, and they stated because its less than a 20-minute disruption and the majority of the traffic would be local, they don't have to provide an alternate safety route. The race will begin at 8am and should last 45-50 minutes. There will also be a fun walk, which will be taking place on the sidewalks. He stated between the fire company and their commitment and other areas include fire police and the volunteer fire departments, volunteers shouldn't be an issue. Mr. Williams stated they were present at the Carroll Township meeting and a question came up regarding, what happens if an emergency call comes in during the race. Hector Morales indicated they are covered, if a call comes in, they can use alternate routes. Manager Deibler indicated if a call does occur the fire police & fire departments will have to leave. Mr. Morales indicated other fire police will respond. Towing companies are going to help with signage and blocking traffic. Vice President Kelley asked if the special permit has been obtained from PennDOT. Mr. Williams stated no, the things the traffic engineer needs to secure the permit is a letter of approval from both Dillsburg Borough and Carroll Township. They currently hold one million dollars of liability insurance with Dillsburg Borough, Carroll Township and Commonwealth of PA as additional insurers. He indicated that if they receive the approval letters, PennDOT will approve the permit. Manager Deibler presented a form that she feels is what PennDOT needs the Borough to sign. Vice President Kelley asked if they need to do the same thing that is done for events like Light up Night, etc. Manager Deibler stated yes. Mr. Williams understands that it will be their responsibility to call PennDOT the morning of the event.

Mr. Williams indicated the Foundation's mission is to improve mental health wellness for our youth in the community through education awareness and physical fitness. The Foundation is a month old already, the education portion is already in motion and have been giving out athletic training grants.

Council Member Deeble asked when the runners are on Baltimore Street and Old York Road, the plan is to close the road in one direction. Mr. Williams stated yes, there will be fire police in place informing drivers there is a 5K going on to proceed with caution. He indicated one of the main points of concern is at the top of the hill on Chestnut Street, so that might be an area where the towing company could place one of their wreckers to block off traffic.

Manager Deibler stated she thinks it's a good idea, but Baltimore Street will definitely be closed longer than 15 minutes, because they have to close it down before the race starts. Mr. Williams indicated that they aren't planning to close down the road completely. Manager Deibler asked what he meant by not closing Baltimore Street completely down. Mr. Morales stated they are going to leave the south bound lane open and close only the north bound lane. Secretary Beitzel stated that could be dangerous. Mr. Morales stated he wasn't sure because he hasn't talked with Mr. Trump yet. There was more discussion on the road closures. Council agreed that Baltimore Street should be closed in both directions. Mr. Williams asked if anyone knew what kind of traffic pattern, they could expect at 8:00am on Saturday morning. Vice President Kelley indicated the Farmers Markets starts on May 7th and will back up that end of town.

Council Member Del Vecchio asked how many runners they were anticipating. Mr. Williams stated it's the first year, so maybe one hundred runners and fifty walkers.

President Fawber asked Mr. Morales if they go to Baltimore Street to Harrisburg Street turn right, could a detour be set up to take them out to Route 15 South turn left onto Golf Course Road and then the other way be out Golf Course Road to Route 15 North turn right onto Harrisburg Street. Mr. Morales stated he just talked with Mr. Trump, and he said the police are planning to lead the race and keeping one lane open. Several Council Members stated they weren't in agreement with that. Mr. Morales indicated whatever the Borough wants, to send it to him and he will forward it to Mr. Trump, and they will make it work. President Fawber feels it's best that both lanes are closed, which will be safer for the runners. Council Member Deeble asked about the little stretch of Baltimore Street between Golf Course Road and the school. Mr. Williams indicated if they have to rent barricades for that section, they will. He just wants this event to be foremost safe for the runners and as little disruption for the community. Mr. Morales told Council to let him know what they want.

CORRESPONDENCE

There was none.

MAYOR'S REPORT

Mayor Richardson had nothing to report.

PRESIDENT'S REPORT

President Fawber indicated Manager Deibler, PW Supervisor Brian Gayman, Vice President Kelley and himself did a walk through the new building and help finalize some basic outlet and convenience port issues. He indicated the building is looking very impressive. Paving should be done by the end of the month and within two weeks the curbing should be going up, the public restrooms and the other rooms should be roughed in. Council Member Deeble asked if the public restrooms were going to be open year-round. President Fawber stated no but they will have locking mechanism on so we can set the times. There will be security cameras around the building.

COMMITTEE REPORTS

Public Works Committee

- A. Discuss/Take action – Partial Payment for New Building – Council Member Del Vecchio 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 is complete and fair. Council accepted the proposal and signed a contract with Lobar Associates to perform the work. A request for a fifth partial payment has been received by the Borough in the total amount of \$143,773.73 for sitework, concrete and masonry work, electrical work and building materials. Council Member Del Vecchio moved to authorize that a partial payment in the amount of \$143,773.73 for sitework, concrete and masonry work, electrical work and building materials be paid. Council Member Deeble seconded the motion. – Motion carried.
- B. Discuss/Take action – Commonwealth Financing Authority Grant Application - Council Member Deeble stated available through the Commonwealth Financing Authority, the LSA Statewide grant program provides for the distribution of gaming revenues to support projects in the interest of the public. Streetscape projects would be included in this grant. Council Member Deeble moved to authorize the submission of

application for funding through the Commonwealth Financing Agency. Council Member Del Vecchio seconded the motion. – Motion carried.

- C. Discuss/Take action – PA Dept. of Ag Grant Application – Council Member Del Vecchio stated the PA Department of Agriculture provides grants to rural communities for community facility supplies. Council Member Del Vecchio moved to authorize the submission of application for funding through the PA Department of Agriculture for community facility supplies. Council Member Deeble seconded the motion. -Motion carried.

Public Safety Committee

Council Member Baldwin had nothing to report.

Administration Committee

Vice President Kelley nor Council Member Wolfkill had anything to report.

OLD BUSINESS

There was none.

NEW BUSINESS

There was none.

ADJOURNMENT

Since there was no further business, Vice President Kelley moved to adjourn the regular meeting. Council Member Baldwin seconded the motion. – Motion carried. The regular meeting was adjourned at 8:06 pm.

Respectfully Submitted,

Debbi L. Beitzel

Debbi Beitzel
Borough Secretary

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