

DILLSBURG BOROUGH COUNCIL MEETING
October 11, 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, Chris Del Vecchio, and Isaac Tucker. Council Member Dave Baldwin joined the meeting via phone. Also, present were Borough Manager Karen Deibler and Borough Secretary Debbi Beitzel. The following people were not present: Council Member Patrick Wolfkill, Mayor John Richardson, the Borough Solicitor, and the Borough Engineer.

The following visitors were present: Chief Thomas Wargo from Carroll Township Police Department and Carla Snyder from NYCFR.

The meeting was called to order by President Fawber at 7:03 PM followed by the Pledge of Allegiance to the flag and the invocation.

APPROVAL of the AGENDA

President Fawber called for an excessive session to discuss personnel with no need to come back into regular session. Council Member Baldwin moved to approve the agenda as amended. Council Member Tucker seconded the motion. - Motion carried.

APPROVAL of the MINUTES

September 6, 2022, Committee Meeting – Council Member Baldwin indicated there was one correction needed. Council Member Deeble moved to approve the Committee Meeting minutes of September 6, 2022, as amended. Vice President Kelley seconded the motion. - Motion carried.

September 13, 2022, Council Meeting – Vice President Kelley moved to approve the Council Meeting minutes of September 13, 2022, as presented. Council Member Del Vecchio seconded the motion. - Motion carried.

DEPARTMENT REPORTS

Police Department Report

Chief Wargo reviewed the September 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 September 2022, there were 184 calls for service, for a year-to-date total of 1,704. There were eight traffic accidents in September 2022, for a year-to-date total of 61 and the officers issued 20 traffic citations in September 2022, for a year-to-date total of 226.

President Fawber thanked Sergeant Smith for all the effort he put in following up on the 911 hang up calls.

Vice President Kelley asked about the four reckless driving incidents. Chief Wargo indicated one passing Sheetz going south on Route 15, another one going the opposite way, and one on South Baltimore Street. These are calls people call in and reported someone who is driving recklessly.

Chief Wargo indicated the check welfare numbers have been increasing due to the volume of people with mental health issues and is increasing everywhere. They have sent another officer to CIT (crisis intervention team) which 75% of their officers now are certified as CIT Officers.

Chief Wargo indicated they have some miscellaneous items to finish up, but they are ready for Farmers' Fair.

Ambulance Service Report

No one was present nor was a report provided to Council and Mayor for the month of September 2022. President Fawber is going to check with them to see if they are still interested in renting space from the Borough.

Fire Company Report

Carla Snyder reviewed the September 2022 report with Council and Mayor. For the month of September 2022, there were 28 calls for a year-to-date total of 334. For the month of September 2022 there were five calls in the Borough, for a year-to-date total of 48.

President Fawber asked if they were ready for Farmers' Fair. She stated yes, the engine bay is all set up and covered with tarps. They will be serving dinner starting Thursday night and will be serving breakfast sandwiches on Friday and Saturday.

Manager Deibler asked about the two residential structure fires. Ms. Snyder stated they were just the normal fires.

Ms. Snyder indicated last week was the first full week of having the paid crew, everything went well, and they were busy, so it is already paying off. They are trying to get them to help with fire prevention training.

Council Member Tucker asked if they could do some recruitment at the high school. Ms. Snyder stated there will be an event at the football game on October 21st to try and get some recruitments and to get the little ones involved.

She asked if the Borough had room for a piece of apparatus at the open house event next week. Manager Deibler stated she didn't really know because they don't know how many people are coming. President Fawber stated they will figure it out. It was suggested they could park it over by the doors of the community room to help block vehicles from going around back.

Ms. Snyder indicated they will be having a heavy rescue class starting at the end of the month; it will be two evenings and one full day for the volunteers to become heavy rescue certified.

She stated they had some new members and are starting off a little younger (18 years old).

Council Member Deeble asked how many paid staff there were. Ms. Snyder stated they run a crew of two per day and their pool is around 15.

Manager Deibler offered the community room for any type of training that may be needed. Council Member Del Vecchio indicated they would damage the floors. Ms. Snyder stated even with the training they do to certify for SCBA, they run a maze and they would scratch the floors.

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 September 2022 were \$165,624.47. 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 \$165,624.47 pending audit approval. Council Member Baldwin seconded the motion. Vice President Kelley 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

The Borough Solicitor wasn't present but did provide the Council and Mayor with a written report for services provided in September 2022.

Engineer's Report

Engineer Knoebel wasn't present but did provide the Council and Mayor with a written report for services provided in September 2022.

Tax Collector Report

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

Borough Staff Report

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

PUBLIC COMMENT

There was none.

CORRESPONDENCE

There was none.

MAYOR'S REPORT

Mayor Richardson wasn't present.

PRESIDENT'S REPORT

President Fawber indicated he attended the Farmers' Fair Queen pageant and other festivities.

COMMITTEE REPORTS

Public Works Committee

- A. Discuss/Take Action – Sidewalk, Curb, ADA Ramp Repairs on South Baltimore St, CDBG Grant – Council Member Deeble stated Dillsburg Borough had received a CDBG Grant for \$135,000.00 through York County to repair sidewalks, curbs and/or ADA ramps on South Baltimore Street from York Street to the Borough boundary. The Borough must approve, accept, and sign the contract for the above-referenced CDBG project. Council Member Deeble moved to authorize President Fawber to approve, accept and sign the contract for the above reference CDBG project on behalf of the Borough. Motion was seconded by Council Member Del Vecchio. – Motion carried.

Public Safety Committee

Council Member Baldwin nor Council Member Tucker had anything to report.

Administration Committee

- A. Discuss/Take action – Land Use Code Updated CDBG Grant - Vice President Kelley stated Dillsburg Borough has received a CDBG grant for \$10,000.00 through York County to update land use codes. The Borough must approve, accept, and sign the contract for the above referenced CDBG project. Vice President Kelley moved to authorize President Fawber to approve, accept and sign the contract for the above referenced CDBG project on behalf of the Borough. Motion was seconded by Council Member Deeble. – Motion carried.
- B. Discuss/Take Action – Transfer of Historical Records to NYCHAPS – Vice President Kelley stated the Pennsylvania Historical and Museum Commission states that historically valuable public records are public property and should remain in public custody. Such records should be maintained in a municipality operated archives/records center. If a municipality cannot adequately care for its own historical records, provisions may be made to have the items placed on microfilm by the State Archives. The State archives will keep the negative of the microfilm. The municipality may purchase copies of the microfilm to use as onsite documentation and make an agreement with a private or state organization for record storage. Dillsburg Borough has had records from 1833 through 1979 placed on microfilm by the State Archives and has copies of this film stored at 233 South Chestnut Street, Dillsburg, PA. Council entered into an agreement, which follows the terms set forth by the State Archives, with NYCHAPS to store Dillsburg’s historical documents. This agreement must be renewed every five years. Vice President Kelley moved to authorize renewal for another 5-year term of the original agreement ending October 11, 2027, between the Borough of Dillsburg and NYCHAPS for the storage of the Borough’s historical documents. Motion was seconded by Council Member Tucker. – Motion carried.
- C. Discuss/Take Action – Resolution 2022-6 -Disposition of Public Records – Vice President Kelley stated in 2009, Council declared its intent to follow the schedules and procedures for the disposition of records as set forth in the PA Municipal Records Manual approved December 16, 2008. Vice President Kelley moved to adopt Resolution 2022-6 authorizing the disposition of records per the PA Municipal Records Act. Motion was seconded by Council Member Deeble. – Motion carried.

OLD BUSINESS

There was none.

NEW BUSINESS

President Fawber was approached by the person who is running the Umpire School to hold classes in the community room. He thinks they are looking for it for free. Vice President Kelley stated that was correct because she was asked about it as well. President Fawber stated the reason they want to come here is because the fire department would no longer give them space for free. There was a lengthy discussion on what the fees should be and still no definite decisions have been made.

Council Member Del Vecchio brought up the subject regarding the vandalism in the outside bathrooms. He doesn't want this to happen again, and we want people to be able to use our facilities. He knows some of his ideas are silly, but the bathrooms are only open during office hours, and you must come in and get a key or even a card that activates it for a one-time use. This will happen again, and he doesn't know how they rectify this. Council Member Tucker asked if there were electric locks on it. Manager Deibler indicated they automatically lock at 8:00 pm now, which we will change that time and they open up at 8:00 am. Council Member Deeble asked if there was a camera for that area. Manager Deibler stated yes, but she thinks it must be moved a little bit. Council Member Deeble asked if the camera shows their faces. Manager Deibler stated she didn't know and to go out and check. Council Member Baldwin indicated that was what he was messaging back and forth with Kurt, do we know the time frame. Manager Deibler sometime between Friday and Monday morning. Council Member Del Vecchio went outside to see if his face could be detected on the cameras. It showed that it could. President Fawber stated we will have to get the police involved even if they are wearing a hoodie and get the word out there.

President Fawber indicated he received some correspondence from Benjamin Mikesell and David Maher which states the goal of the South Mountain Trolley Greenway (SMTG) is to construct a trail to connect Dillsburg with Mechanicsburg. The project has been in the planning stage for the last couple years with support of both York and Cumberland Counties, several municipalities, DCNR, South Mountain Partnership, CVRTC, among others. Basically, Manager Deibler stated they want us to pay \$8,000.00. Council Member Tucker indicated they have that money. Manager Deibler stated so we don't have to do anything. Council Member Tucker stated correct, they have the match. President Fawber stated as further incentive, the match requirements have been reduced from 50% to 20% for smaller municipalities. Council Member Tucker stated they missed both Carroll Township and the Borough's meeting where this should have been presented and the deadline was at the end of the month, so felt it was a lost cause to come. President Fawber stated the anticipated project budget was \$80,000.00, which is for the whole thing because there is only 20 feet in the Borough. Council Member Del Vecchio asked where else this was going. President Fawber stated it starts at the Jaycees house. Council Member Tucker stated it follows the Old Williams Grove track. Council Member Del Vecchio asked if they even started this in Mechanicsburg. Council Member Tucker indicated there is a trail in Mechanicsburg at the Wertz Coal Yard. President Fawber stated they don't need anything from us, we are done. Manager Deibler indicated she knows that the people on Williams Grove Road haven't been open with this and doesn't blame them, so why are they going to send \$80,000.00 if the trail isn't OK'd yet. Council Member Tucker indicated that was why he told them they should be here to answer that question. He knows a lot of it goes into alternative trail access; they have a map of the ideal path and all the sub paths that follow all roads and the right-a-ways. Council Member Deeble asked what this had to do with the Borough.

Council Member Tucker stated because it starts in the Borough. Manager Deibler stated there is like five feet in the Borough. Council Member Deeble asked what they want the Borough to do. Manager Deibler stated they want us to pay money. Council Member Tucker stated they have the money they just needed the Borough to sign off to receive the grant on their behalf. Council Member Deeble stated then turn it over to them because only the Borough can collect the grant. Manager Deibler stated \$80,000 is a lot of free money for nothing. Council Member Baldwin indicated if the Borough is signing for the grant and going to receive state funds, then the Borough is responsible for it. President Fawber stated the Borough isn't signing anything and doesn't think the Borough should be signing for any reason. Council Member Deeble stated since the Borough isn't the only municipality involved why would we be signing for the whole thing. Vice President Kelley indicated it doesn't make sense because we have the smallest part. Council Member Baldwin stated they want the Borough because it would only be a 20% match instead of 50% due to the population being small. Manager Deibler stated the Borough would have to make the payment. President Fawber indicated the Borough is not signing anything. Council Member Deeble indicated he would like to know more about it before signing anything.

ADJOURNMENT

Since there was no further business, Council Member Del Vecchio moved to adjourn the regular meeting. Council Member Baldwin seconded the motion. – Motion carried. The regular meeting was adjourned at 7:54 pm.

Respectfully Submitted,

Debbi L. Beitzel

Debbi Beitzel
Borough Secretary

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