

**DILLSBURG BOROUGH COUNCIL MEETING**  
**April 11, 2023 – 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, Chris Del Vecchio, Isaac Tucker, and Patrick Wolfkill. Dave Baldwin joined the meeting via phone. Also, present were Mayor John Richardson, Borough Engineer Tim Knoebel, Borough Manager Laura Kauffman and Borough Secretary Debbi Beitzel. The following people were not present: Vice President Holly Kelley, Council Member Charles Deeble, and the Borough Solicitor.

The following visitors were present: Chief Thomas Wargo from Carroll Township Police Department, Mary Lou Bytof from the Dillsburg Banner, Tracy Emig from Dillsburg Senior Center, Betty Markle from New Hope Ministries, Bob Ingham and Terri Hildebrand from Logan Park Authority.

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

APPROVAL of the AGENDA

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

APPROVAL of the MINUTES

March 7, 2023, Committee Meeting – Council Member Baldwin moved to approve the Committee Meeting minutes of March 7, 2023, as submitted. Council Member Wolfkill seconded the motion. - Motion carried.

March 14, 2023, Council Meeting – Council Member Wolfkill moved to approve the Council Meeting minutes of March 14, 2023, as submitted. Council Member Tucker seconded the motion. - Motion carried.

PUBLIC COMMENT

There was none.

DEPARTMENT REPORTS

*Police Department Report*

Chief Wargo reviewed the March 2023 Dillsburg Borough Police Report with the 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 2023, there were 163 calls for service, for a

year-to-date total of 504. There were four traffic accidents in March 2023, for a year-to-date total of 14 and the officers issued 14 citations in March 2023, for a year-to-date total of 48.

Chief Wargo indicated in 2019, they received a call regarding a dead body at 403 S Baltimore Street. It was a drug overdose. Officers investigated and got search warrants for cell phones. They were able to locate and arrest the person who delivered the drugs, and that person was found guilty.

Council Member Del Vecchio asked about the internet issue regarding an abduction at Rutters. Chief Wargo stated it was a hoax.

#### Ambulance Service Report

No one was present but a report was provided to the Council and Mayor for the month of March 2023.

#### Fire Company Report

Chris Del Vecchio reviewed the March 2023 report with the Council and Mayor. He indicated for the month of March 2023, there were 46 calls for a year-to-date total of 138. For the month of March 2023 there were five calls in the Borough, for a year-to-date total of 18.

He indicated the Junior Members are training separately in addition with the rest of the department to learn the different skills and to prep them for their essential classes.

He stated they are doing training twice a month and the fire police have a new member.

#### 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 2023 were \$102,535.15. The Profit & Loss Budget vs. Actual Detail Report and a Cash Flow Report were also given to each Council Member and Mayor. Council Member Tucker moved to approve the payment of all bills as presented in the amount of \$102,535.15 pending audit approval. Council Member Wolfkill seconded the motion. - Motion carried.

#### Planning Commission Report

Engineer Knoebel indicated they are engaging in reviewing the Winfield and Weavers plans.

#### Dillsburg Area Authority

There was no representative present.

#### Community Groups

**New Hope Ministries** – Betty Markle reviewed and discussed the happenings at New Hope Ministries. The nursing programs and forklift training are going very well. They hired a housing and homeless coordinator.

**Senior Center** – Tracy Emig reviewed and discussed the happenings at the Senior Center. They have 15 new memberships, serving approximately 40 lunches per day and deliver meals on wheels once a week. Trying to make some building improvements.

**Logan Park Authority** – Bob Ingham reviewed and discussed the happenings at Logan Park. Cleanup day is scheduled for April 22<sup>nd</sup> from 9am to 12pm.

Solicitor's Report

The Borough Solicitor wasn't present but did provide the Council and Mayor with a written report for services provided in March 2023.

Engineer's Report

Engineer Knoebel provided the Council and Mayor with a written report for March 2023. President Fawber thanked him for attending the warehouse meetings on behalf of the Dillsburg Borough. There was some discussion regarding the alleys.

Tax Collector Report

Debbi Beitzel provided the Council and Mayor with a written report for March 2023.

Borough Staff Report

Manager Kauffman provided the Council and Mayor with a written report for March 2023.

MAYOR'S REPORT

Mayor Richardson stated he had attended the warehouse meetings with Engineer Knoebel. The Dillsburg Woman's Club is celebrating their 85<sup>th</sup> Anniversary this Sunday, April 16, 2023, at 2pm at the Senior Center and he will try to attend.

PRESIDENT'S REPORT

President Fawber reminded everyone that the Rider Williams Walk/Run is scheduled for May 6<sup>th</sup>.

COMMITTEE REPORTS

Public Safety Committee

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

Public Works Committee

- A. Discuss/Take Action – Weavers Market Waiver Request – President Fawber stated Hoover Engineering has requested that Dillsburg Borough Council waive the following requirement: Chapter 22, Section 403 of the Borough Subdivision and Land Development ordinance pertaining to preliminary plan application. A waiver was requested to allow the plan to be reviewed as a Preliminary/Final Plan. President Fawber moved to approve Hoover Engineering request to waive the requirement, per Borough Code Chapter 22, Section 403 and allow the plan to be reviewed as a Preliminary/Final Plan. Council Member Del Vecchio seconded the motion. – Motion carried.
- B. Discuss/Take Action - Weavers Market Time Extension Request – President Fawber stated Hoover Engineering has requested a time extension for action on the Weavers Market plan until June 30, 2023. President Fawber moved to approve Hoover Engineering request for a time extension until June 30, 2023. Council Member Del Vecchio seconded the motion. – Motion carried.

Administration Committee

A. Discuss/Take Action – Resolution 2023-4 – Disposition of Public Records – Council Member Wolfkill 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. Council Member Wolfkill moved to adopt Resolution 2023-4 authorizing the disposition of records per the PA Municipal Records Act. Council Member Tucker seconded the motion. – Motion carried.

OLD BUSINESS

Council Member Tucker mentioned that Joseph Machine Shop received an award from the County for designing something for Tesla.

President Fawber reminded everyone about the resolution for former Manager Deibler and if anyone would like to contribute, they can.

NEW BUSINESS

Secretary Beitzel indicated the community room is being rented out on Saturday, April 22<sup>nd</sup> and on Saturday, April 29<sup>th</sup> and she needs Council to step up and be the emergency contact person. Council Member Wolfkill and Council Member Tucker volunteered.

ADJOURNMENT

Since there was no further business, Council Member Del Vecchio moved to adjourn the regular meeting. Council Member Tucker seconded the motion. – Motion carried. The regular meeting adjourned at 7:55 pm.

Respectfully Submitted,

*Debbi L. Beitzel*

Debbi Beitzel  
Borough Secretary

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