**DILLSBURG BOROUGH COUNCIL MEETING**

January 9, 2024 – MINUTES

6:00 PM

The Dillsburg Borough Council held their monthly business meeting at the Dillsburg Borough Office on the above-mentioned date. Councilmembers attending were, President Matt Fawber, Vice President Charles Deeble, Chris Del Vecchio, Isaac Tucker, Holly Kelley, and Patrick Wolfkill. Councilmember Dave Baldwin joined by phone. Also, present were the Borough Solicitor Elana Schnall, Mayor John Richardson, Borough Manager Laura Klinefelter, and Administrative Assistant Debbi Beitzel. The Borough Engineer wasn’t present.

The following visitors were present: Chief Thomas Wargo from Carroll Township Police Department.

The meeting was called to order by President Fawber at 6:00 PM followed by the invocation and the salute to the flag.

APPROVAL of the AGENDA

Councilmember Kelley moved to approve the agenda as submitted. Councilmember Baldwin seconded the motion. - Motion carried.

APPROVAL of the MINUTES

December 5, 2023, Committee Meeting – Councilmember Baldwin moved to approve the Committee Meeting minutes of December 5, 2023, as submitted. Councilmember Tucker seconded the motion. - Motion carried.

December 12, 2023, Council Meeting – Vice President Deeble moved to approve the Council Meeting minutes of December 12, 2023, as submitted. Councilmember Tucker seconded the motion. - Motion carried.

# PUBLIC COMMENT

There was none.

DEPARTMENT REPORTS

*Police Department Report*

Chief Wargo reviewed the December 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 December 2023, there were 131 calls for service, for a year-to-date total of 1,928. There were two traffic accidents in December 2023, for a year-to-date total of 79 and the officers issued 21 citations in December 2023, for a year-to-date total of 195.

President Fawber asked about the obscene material incident. Chief Wargo stated it’s still under investigation and could not speak about it.

*Ambulance Service Report*

A report was provided to the Council and Mayor for services in November 2023.

*Fire Company Report*

Chris Del Vecchio reviewed the December 2023 report with the Council and Mayor. He indicated for the month of December 2023, there were 44 calls for a year-to-date total of 452. For the month of December 2023 there were four calls in the Borough, for a year-to-date total of 82.

They continue to do training. Mayor Richardson asked what good intent calls were. Mr. Del Vecchio stated it would be like someone needed their well pumped out.

# Planning Commission Report

They didn’t meet.

*Dillsburg Area Authority*

There was no representative present.

*Community Groups*

Pickle Committee – Holly Kelley indicated despite the weather everything went well. The early Pickle Drop, which now has a teenage pickle, was well attended by the kids and the sale of food was good. For the outside activities, they had a band and four food trucks. It was well attended and was profitable. President Fawber presented Ms. Kelley with their donation from the Borough.

*Solicitor’s Report*

A report was provided to the Council and Mayor for services in December 2023. Councilmember Kelley asked what the status was on the Verizon project. Solicitor Schnall indicated their attorneys would like to have a meeting with the engineer to discuss some issues.

# Engineer’s Report

A report was provided to the Council and Mayor for services in December 2023.

*Treasurer’s Report*

The Unpaid Bills Detail and a list of Additional Expenditures were given to each Councilmember and Mayor in their packet of information. The total General Fund expenditures for December 2023 were $201,853.63. The Profit & Loss Budget vs. Actual Detail Report and a Cash Flow Report were also given to each Councilmember and Mayor. Councilmember Kelley moved to approve the payment of all bills as submitted in the amount of $201,853.63 pending audit approval. Councilmember Del Vecchio seconded the motion. - Motion carried.

# Tax Collector Report

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

# Borough Staff Report

Manager Klinefelter provided the Council and Mayor with a written report for December 2023. She indicated the exhaust fan is installed in the shop. We are waiting for the front tarp system to come in. She indicated the sound panels are up in the community room and they do make a difference.

# MAYOR'S REPORT

Mayor Richardson had nothing to report.

PRESIDENT'S REPORT

President Fawber had nothing to report.

# COMMITTEE REPORTS

###### Public Safety Committee

1. Discuss/Take Action – Resolution 2024-3 - Appointing EMA Coordinator (Ethan Still) – Councilmember Tucker stated the Dillsburg Borough Council recognizes the need for NEMA in the event of a disaster. The council understands that members of this team are required to complete specific training courses and must continue to stay current with any future training necessary. Councilmember Tucker moved to adopt Resolution 2024-3 appointing Ethan Still as EMA Coordinator for Dillsburg Borough. Councilmember Baldwin seconded the motion. – Motion carried. Councilmember Tucker moved to amend Resolution 2024-3 appointing Ethan Still as EMA Coordinator for Dillsburg Borough pending him completing all the state requirements. Councilmember Baldwin seconded the motion. – Motion carried.
2. Discuss/Take Action – Approve invoicing NEMA $400. - Councilmember Baldwin moved to approve Manager Klinefelter invoicing NEMA for $400.00. Councilmember Tucker seconded the motion. – Motion carried.

Public Works Committee

1. Discuss/Take Action – Snowplow for Skid Loader – Vice President Deeble stated to make plowing snow easier and more efficient in the borough parking lot, the Borough would like to purchase a blade for the skid loader. With the state discount included, the purchase price would be $5,100.00 from Messick’s. Vice President Deeble moved to approve the quote of $5,100.00 to purchase the snow blade from Messick’s. Councilmember Kelley seconded the motion. – Motion carried.

*Administration Committee*

There was nothing to report.

OLD BUSINESS

###### Manager Klinefelter updated the Council and Mayor with the creek restoration project. Thet are hoping to start in the spring and should take about six weeks to complete.

###### NEW BUSINESS

Councilmember Kelley asked if there were any updates on the Boy Scout project that was presented to them. Manager Klinefelter stated no.

Councilmember Del Vecchio asked what the status was on the ordinance change for no truck parking. Manager Klinefelter stated the solicitor is working on that. Councilmember Del Vecchio asked what everyone thought of the plans regarding the shade over the dog park. Councilmember Baldwin thought going with Mr. Dougherty was a good move. Mayor Richardson stated the cost was good and it’s permanent. President Fawber indicated it was his understanding that it will resemble the pavilion.

Vice President Deeble asked what the status was on the codification project. Manager Klinefelter indicated she was waiting for the final product. Vice President Deeble asked when will the Borough be updating ordinances because the codification didn’t change. Councilmember Kelley stated it was just to fix and update the existing. Manager Klinefelter indicated if the Council has anything they want changed to email her and they can discuss it.

President Fawber indicated they need to reevaluate moving NEMA into the small conference room. Councilmember Baldwin stated when the building was built the current NEMA room had specific lines run especially for them and could be costly to move them. Mayor Richardson stated with modern technology and wireless, not sure things have to be hardwired and if there ever were an emergency and they need more space, they would go into the community room anyway. Councilmember Kelley stated there was also stuff running through the floors. She indicated they built the room to meet the square footage they previously had. Manager Klinefelter stated some of the first responder equipment they have will never be used by them because they don’t go out on the front lines. She suggested for her and President Fawber to meet with Ethan to discuss the issue. Mayor Richardson asked if their rent should be higher because it’s a wash for the Borough and they are getting the room for nothing.

Manager Klinefelter suggested talking with Farmers Fair to see if that office could be used for storage for them and the Borough.

Councilmember Wolfkill was reflecting on the last meeting. He assumed that appointing positions was discussed at a prior meeting and found out it wasn’t. He feels that if there are any personnel issues or other important issues that they be discussed before voting on them.

ADJOURNMENT

Since there was no further business, Councilmember Tucker moved to adjourn the regular meeting at 6:55pm. Vice President Deeble seconded the motion. – Motion carried.

Respectfully Submitted,

Debbi L. Beitzel Debbi Beitzel

Borough Secretary

cc: Borough Councilmembers

Mayor Richardson

Manager Klinefelter

Tim Knoebel

Salzman Hughes, PC