DALLASTOWN BOROUGH
175 E. BROAD STREET
DALLASTOWN, PA 17313
BOROUGH COUNCIL MINUTES
SEPTEMBER 14, 2026 – 7:00 PM

CALL TO ORDER

The September 14th meeting of the Dallastown Borough Council was called to order by Council President, Tom Metz, followed by the pledge of allegiance and roll call.

MEMBERS PRESENT
Tom Metz – President
Brad Capatch – Vice President
Gina Smith – President Pro Temp
Paul Liesman
Dave Simpson
Brian Brenneman
Doug Miller

ALSO PRESENT
David Garabedian – Borough Manager
Kristine Cousler-Womack – Mayor
Steve Malesker – Borough Engineer
Peter Ruth – Saxton & Stump Solicitor
Joe Joines – Borough Maintenance Supervisor

ANNOUNCEMENTS

- The York County Boroughs Association meeting will be held September 24th at Eureka Fire Company.
- The Borough Office will be closed Monday, October 12th for Columbus Day.
- The Dallastown Halloween Parade will be held October 15th.
- The October Borough Council meeting will be held October 13th.

FIRE COMPANY REPORT

Report given by Mr. Brenneman

- The fire company has responded to approximately 1,100 calls year to date.
- The new truck is operating well, and two additional engines have been ordered.

POLICE REPORT

Report given by Lt. Ray Krzywulak

- The police report reflected 58 calls for service, eight hours of foot patrol resulting in two curfew arrests, five hours of bike patrol, and five motor vehicle accidents.
- The Department reported no major law enforcement issues during the carnival and continues to provide a visible presence at Cougar Field football games and address parking concerns.
- Council requested two officers for the October 15th Halloween Parade. The Department will also coordinate traffic and safety coverage for Cougar football championship games scheduled during trick-or-treat hours on Halloween.

APPROVAL OF PREVIOUS MEETING MINUTES / PAYMENT OF BILLS / FINANCIAL STATEMENTS

Council considered the August 10, 2026, meeting minutes, payment of bills, and financial statements as a combined motion.

Motion: Mr. Brenneman moved and was seconded by Mr. Simpson to approve the August 10, 2026, meeting minutes, payment of bills, and financial statements as presented.

Motion carried: 7-0

MAYOR'S REPORT

Report given by Mayor Kristine Cousler-Womack

- Mayor Cousler-Womack reported on recent activities, including meeting with Congressman Smucker, assisting at the Historical Society carnival booth, attending community events, and delivering school supplies to Dallastown Elementary School. She highlighted the Cougar Crew cleanup, during which approximately ten volunteers collected five bags of trash. She also relayed resident concerns regarding police matters and stormwater runoff near the

elementary school to the appropriate Borough representatives. Upcoming activities included the Building Bridges for Brianna Festival, mini golf with Golden Connections, and officiating a wedding.

VISITORS / PUBLIC COMMENT

Kameryn Kibbler – 543 E Main St
Donna Voorhees – 171 Maylyn Ave
Ki Groh – 540 Rosewater Dr, Red Lion
Matt Bittner – 567 E Main St
Keith Metzel 115 April Ln
Whitney Bellomo – 120 Valmere Path, York
Shelley Lindsay – 120 Maylyn Ave
April Stueckroth – 16 E Broad St
Lt Ray – YCRPD
Kim & Terry Billet – 221 Kirsta Ln

Kameryn Kibbler – Golden Connections Community Center

- Ms. Kibbler presented an overview of Golden Connections, emphasizing its fitness, educational, arts, wellness, meal, and social programs for adults age 60 and older.
- The center reported 2,127 members, an average daily attendance of 222, 55,972 meals served, more than 72 programs, and 1,404 volunteer hours. It serves residents from 43 municipalities, including Dallastown.
- Membership is free. The center receives approximately 60% of its meal funding from the York County Area Agency on Aging and raises the remaining funds through municipal support and fundraising.
- Golden Connections received a $99,500 Senior Center Community Grant for a kitchen renovation and continues to expand programming. Council thanked Ms. Kibbler and stated the request for municipal support would be considered during the budget process.

Whitney Bellomo – Dallastown Elementary School

- Ms. Bellomo introduced herself as the new principal of Dallastown Elementary School. She reported the school serves approximately 170 students with 30 staff members and invited Council to visit the school or contact her regarding community concerns and student recognition opportunities.

Shelly Lindsay – 111 Maylyn Avenue

- Ms. Lindsay requested an update on the unfinished rehabilitation of 111 Maylyn Avenue.
- Attorney Ruth reported that the Borough continues to hold escrow funds and has advised the responsible parties of the remaining work. The Borough may enforce exterior property maintenance requirements, but the private dispute between the owner and restoration company continues to delay the project.

Matt Bittner – 567 East Main Street

- Mr. Bittner reported speeding on East Main Street and requested a flashing speed display sign and targeted enforcement.
- Lt. Krzywulak agreed to place a speed trailer in the area and have the traffic unit conduct enforcement. Council is also obtaining pricing for permanent solar-powered digital speed signs for possible consideration in the next budget.

April Stueckroth – 16 E Broad Street

- Ms. Stueckroth reported continued rat activity near East Howard Street and concerns regarding exposed chicken feed, vegetation, debris, and neighboring property conditions.
- Borough staff will continue inspections and code enforcement. Council explained the notice and citation process and encouraged affected property owners to consider coordinated extermination while the Borough addresses contributing code violations. Council will continue reviewing possible ordinance changes and other enforcement options.

Kim & Terry Billet – 221 Kirsta Ln

- Ms. Billet asked about the large black structures at the bottom of Kirsta Lane. Mr. Garabedian explained that they were manholes and related components for connections within the roadway.

SOLICITOR REPORT

Report given by Attorney Ruth

- One bid was received for the 118 East Main Street Historical Society roof project. E.A. Roofing Company submitted a base bid of $39,300, with unit prices of $12 per square foot for additional roof deck replacement and $15 per square foot for additional insulation or flashing work. The project includes grant funding and a Historical Society match. The Borough's expected obligation is limited to costs not covered by those funds and any approved additional work.
  Motion: Mr. Brenneman moved and was seconded by Ms. Smith to accept the E.A. Roofing Company bid for the 118 East Main Street roof project, subject to final review by the Borough Solicitor and Engineer.
  Motion carried: 7-0
- Attorney Ruth reported an increase in Right-to-Know requests, including lengthy or AI-generated submissions. He advised that Right-to-Know requests are intended to obtain records rather than answers to questions and encouraged residents to contact Borough staff first when appropriate. Council members were advised to use separate Borough-related email accounts and retain official communications in accordance with applicable retention requirements. Borough staff will review options for Borough-issued email addresses.

ENGINEER'S REPORT

Report given by Mr. Malesker

- Mr. Rehab is scheduled to begin the 2026 sewer maintenance program on September 21st.
- The annual MS4 report is due at the end of September and will be submitted through the Department of Environmental Protection reporting system.
  Motion: Mr. Capatch moved and was seconded by Ms. Smith to authorize Mr. Garabedian to sign and submit the annual MS4 report.
  Motion carried: 7-0
- Lexcon is scheduled to mobilize September 28th for service lateral and manhole installation on the Colonial Heights sewer project. HRG is preparing an installation information package for affected property owners regarding the approved grinder pump, permits, and specifications.
  Motion: Mr. Simpson moved and was seconded by Ms. Smith to approve Lexcon Application for Payment No. 1 in the amount of $247,323.37.
  Motion carried: 7-0
- Bids for the Water Authority project funded through a York County Planning Commission grant will be opened October 6th. Council is expected to consider the award at the October 13th meeting, followed by Water Authority action.
- Council reviewed the sewer rate and tapping fee study. Council reached a general consensus on the reserve target for updated calculations. The preliminary approach would maintain equal sewer rates for all Borough customers, avoid a separate Colonial Heights surcharge, and establish a tapping fee near $4,000 for new connections. It was discussed that potential increases would happen in the future depending on the sewer fund balance and anticipated expenses. Formal action is expected in October.

BUSINESS FOR ACTION

- Council considered the 2027 Minimum Municipal Obligation for the employee pension plan in the amount of $114,556.
  Motion: A motion was made by Brian Brenneman and seconded by Dave Simpson to approve the 2027 Minimum Municipal Obligation in the amount of $114,556.
  Motion carried: 7-0
- Council considered renewal of the Borough's animal control officer agreement with Michelle Klugh for $350 for 2027.
  Motion: Mr. Metz moved and was seconded by Ms. Smith to approve the 2027 animal control officer agreement with Michelle Klugh in the amount of $350.
  Motion carried: 7-0
- Council considered the 2027 York County SPCA contract in the amount of $3,817 for accepting and housing stray animals and related services.
  Motion: A motion was made By Ms. Smith and seconded by Mr. Liesman to approve the 2027 York County SPCA contract in the amount of $3,817.
  Motion carried: 7-0

BUSINESS FOR DISCUSSION / INFORMATION

- The 2026 Dallastown Carnival generated net proceeds of $23,382.36 for Dallastown recreation, approximately $1,500 more than the prior year. Council received positive feedback regarding the automated ticketing kiosks and wristband system.
- Mr. Miller raised concerns regarding delivery vehicles stopping in travel lanes, particularly on Main Street and other narrow Borough streets. Council discussed possible loading zones, signage, enforcement limitations, and reporting license plate information to police. Attorney Ruth will ask the York County Regional Police Department whether targeted enforcement or warnings are feasible.

REPORTS

- The Zoning Officer's report was included in Council packets for review.
- Mayor Cousler-Womack announced that Common Ground at Bethlehem is open for lunch on regular school days.

ADJOURNMENT

Motion: A motion was made by Mr. Liesman and seconded by Mr. Brenneman to adjourn the meeting.
Motion carried: 7-0

Respectfully Submitted,
Carrie Faulkner