

## **MINUTES**

The regular monthly meeting of Dover Borough Council was held at Borough Hall, 46 Butter Road on Monday, August 7, 2017 at 7:04 pm. Mrs. Koch was absent. President Sabold called the meeting to order. A moment of silent prayer followed and the Pledge of Allegiance.

The July 2017 minutes were reviewed. Mr. Slusser made a motion to approve the July 2017 minutes. Ms. Bishop seconded the motion. All were in favor.

## **PUBLIC COMMENT**

Chief Dettinger provided the fire company report.

- They responded to 15 calls in July, 4 of those calls were in the borough.
- Mr. Dettinger reported that 911 Center is having some operating problems and operating at a limited capacity. They have a 3<sup>rd</sup> party company that they get their alerts through. The ambulance will also be looking into the same 3<sup>rd</sup> party company for alerts. Chief Dettinger will be attending a meeting on Wednesday at the 911 center to discuss the operating issues.
- The August 2017 calendar was reviewed. Ms. Bishop made the motion to approve the activities on the August 2017 calendar. Mr. Raffensberger seconded the motion and it carried.
- The new truck will hopefully be in by the carnival.
- President Sabold thanked Chief Dettinger for all their help for the National Night Out. There were 3,300 registered and had a turnout of about 4,000. Rick Pope reported the blood mobile did really well at the event.

Richard Pope provided the Recreation Board report. The last Sundaes in the Park was on July 23<sup>rd</sup> with a fantastic turn out until the heavy rains came. Mr. Pope thanked Council member Mr. Raffensberger, Mr. Slusser and Mayor Dentler for their help that day with setting up and tearing down in the rain. The next event will be the tree lighting in November. Mrs. Kroft thanked the Recreation board for the donation of the ice cream that was left which will be used for desserts at the upcoming meat drawings. Mr. Slusser thanked Mr. Pope and his helpers for their work in the community.

Nicholas Hansel from 138 Cranbrook Drive was present. Since he received a noise nuisance letter in reference to his lawn being mowed at 6 in the morning he requested verification of the noise ordinance. He wants to follow the rules but feels it is vague. Mr. Hansel requested that the ordinances should be reviewed and clarified. He suggested a committee be created to look into this. Mr. Slusser suggested Mr. Hansel be the resident at large and helps with it. Mr. Herrold asked if it was an anonymous complaint, which it was not. He suggested any anonymous complaints received should be disregarded. Mr. Hansel thanked Mr. Bledsoe for trying to be a mediator with his situation.

Mr. Pope asked in reference to his position as EMA how he is to let the community know about any disaster issues. The information he receives is through York County and PEMA which is a lot more detailed. Mr. Slusser suggests that Twitter or Facebook is about the best way to get it out there especially to the millennials. Chief Dettinger asked if we have a social media policy in place which at this time there is not. Mr. Kroft suggest if a Facebook page is set up it should be one that is informational only and can be shared but not one that can be commented on. Chief Dettinger suggests that the Borough set it up and not Mr. Pope. It would be associated with the Borough email and can still carry on if Mr. Pope is no longer the EMA. The fire company has one set up this way and it works very well. Chief Dettinger offered to reach out to West York Borough to get a copy of their new social media policy to help give us some guidelines in creating one.

Mr. Sabold read a resignation letter from our Junior Council member Alexandra DiGiovanni. Mr. Kroft made a motion to accept the resignation. Mr. Slusser seconded the motion and it carried unanimously.

**SEWER**

*Manager's Report* – No additions.

*Engineer's Report* – Mr. Spangler reported the ad is being placed this week for sewer lining on Amberview Drive. He will have the bids for the September meeting.

*Solicitor's Report* – Nothing to report

*Old Business & New Business* - None

**WATER**

*Manager's Report* – No additions

*Engineer's Report & Solicitor's Report* – Nothing to report

*Old Business* – We have not heard anything new regarding a replacement for well #4. There has been a lack of communications on our part. President Sabold is going to contact Mr. Schaffer.

*New Business* - None

**BOROUGH**

*Manager's Report* –

It was discussed at an executive session to offer Mr. Bledsoe a part time position as Borough Manager. Mr. Bledsoe accepted. Mr. Slusser made a motion to appoint Mr. Bledsoe as part time Borough Manager. Ms. Bishop seconded the motion and it carried unanimously. This position will be 25-28 hours per week.

Mr. Grim asked about getting new mulch for the tot lots at Ketterman Park. River Valley will be contacted to deliver the needed amount of mulch which will be \$1,535.16. Mr. Grim received quotes for replacing the railing outside of the Borough office. There was discussion if the ramp will need to be to ADA approved at the same time. Before we move forward with it, it was felt we should check with Commonwealth Code. Roger Flohr looked at the rust on the Borough truck. He said it will cost \$500 plus paint to repair. Council told Mr. Grim to go ahead with it. The cost will come out of vehicle maintenance. Mr. Grim brought to attention there are about 12 street signs getting faded and hard to read. He received a price of \$244.50 for replacement. He will order them and it should be able to be paid from the Highway Aid Fund.

There are light poles in the Delwood Development that are rotting. Adams Electric wants to replace all of them. They would like the Borough to decide which style to replace them with. After lots of discussion of the details of each style, Mr. Ferry made a motion to go with the Autobahn Series Pole Light. Mr. Slusser seconded the motion. Mr. Kroft opposed and the motion carried.

*Engineer's Report* – Mr. Spangler reports the street work is completed on Delwood Drive. There is a repair that needs done at the inlet at Canal. His recommendation for payment is for \$20,817.40 holding a \$1,000 retainer until they come back and do the repair. \$18,760.40 will be paid from liquid fuel fund, \$632.00 for manhole riser from sewer fund and \$1,425.00 for curb replacement from the general fund. Mr. Slusser made a motion to pay Fitz & Smith the recommended amounts. It was seconded by Mr. Ferry and the motion carried.

Mr. Spangler is recommending a payment to York Materials Group in the amount of \$24,763.30. This will be paid out of the liquid fuels account. Mr. Slusser made a motion to pay York Materials Group for the materials used in the Delwood street work in the amount of \$24,763.30. Ms. Bishop seconded the motion and it carried.

Mr. Spangler reported an update on the MS4 Stormwater. Next month's meeting he will have the notice of intent for the new permit and also the waiver applications. They will need signed and a check to Commonwealth of PA for \$500. It will be sent in immediately after the September 11<sup>th</sup> meeting since it needs

to be submitted by the 15<sup>th</sup> of September. The Intergovernmental agreement will cost \$1,591 a year if we get the waiver. Without the waiver it will be \$10,071 a year.

*Solicitor's Report –*

Mr. Herrold reported the York County Planning Commission has proposed a new intermunicipal cooperation agreement for the Chesapeake Bay Pollution Reduction Plan that is now being implemented and is mandated from the DEP and DCNR. This has been finalized as of August 4, 2017. Mr. Herrold asked council to pass the ordinance authorizing Dover Borough to enter into the intermunicipal agreement with all the other municipalities to implement the Chesapeake Bay Pollution Reduction Plan and then to authorize the President to sign the actual agreement. Mr. Kroft made a motion to adopt the Ordinance 2017-01 entitled the Ordinance of Dover Borough York County Pennsylvania authorizing an amended and restated intergovernmental cooperation agreement for the implementation of York County regional Chesapeake Bay Pollution Reduction Plan. Ms. Bishop seconded the motion and it carried unanimously. Mr. Kroft made a motion to approve entry into the Chesapeake Bay Pollution Reduction Plan through York County Planning Commission and authorizing the President of council to sign the agreement. Ms. Bishop seconded the motion and it carried unanimously.

Mr. Herrold presented the Storm Water Management Ordinance. This ordinance is now in compliance with the Storm Water Management requirements that have been implemented by all of the other municipalities throughout York County. This Ordinance repeals the Chapter 133 of the code which contained the old Storm Water Management Ordinance and replaces that entire chapter with this new Ordinance which is in accordance with all the various updated requirements for Storm Water Management as promulgated by DEP. Ms. Bishop made a motion to approve and adopt Ordinance 2017-02 which is an Ordinance of Dover Borough York County Pennsylvania amending the Code of the Borough of Dover Chapter 133 by deleting and repealing the existing Chapter 133 entitled Storm Water Management and replacing it with the new Chapter 133 to be entitled Storm Water Management. Mr. Ferry seconded the motion and it carrier unanimously.

Mr. Herrold reports that the letter received from Giordano was forwarded to our insurance company. Monica Olsen the adjuster, states our policy does not have police coverage. Ms. Olsen contacted Chief Bentzel and he is forwarding this to their council, Joe Santaron at Marshall Bennett in King of Prussia to see if they provide coverage for the Borough.

In reference to the bond quotes we received last month it was decided to go with the \$500,000 coverage. This would cover check signers other than the Secretary/Treasurer.

Mr. Spangler and Mr. Herrold left the meeting at this time.

*Mayor Report –* Mayor Dentler asked Mr. Kroft if he can put something on the fire company sign regarding mosquitos which he said he can do. Mayor Dentler commented that Main Street looks good and he likes the friendly reminders Mr. Bledsoe sent to residents regarding weeds. It's a good way to earn peoples trust and can get much more done.

*Police Report –* Mayor Dentler reported they were down 26 calls from this month last year and the overdoses dropped this month. Northern Regional did a fine job with National Night Out. Northern Regional will be helping with closing streets for the Halloween parade in October.

*Ambulance Club Report –* Mr. Raffensberger reported there were 151 calls for July, 10 were in the Borough and 105 in Dover Township.

*Secretary's Report –*

It was discussed at the June meeting possibly discontinuing the security system at well #6. Mrs. Plowman called and was offered a lower rate to continue and they offered to refund us the difference which is about \$150. It was felt that the system is no longer needed. Ms. Bishop made a motion to remove the security system from well #6. It was seconded by Mr. Ferry. Mr. Kroft and Mr. Slusser opposed and the motion carried.

Mr. Benton from Dover High School stopped by the office looking for jobs such as filing that they can offer to students learning life skills. A trainer would be with the students. Council is open to this idea if we have any jobs we can offer to them like maps or scanning.

An email was received from Jessica Delp who is a coordinator with the Girl Scouts. They are holding an event at Brookside Park and would like to know if we would be willing to post it onto the Borough website to help to promote it. Council agreed to do this with a link to the flyer.

A suggestion was made by our billing clerk to raise the fee to turn a resident's water back on from \$25 to \$50 to cover the costs. Council agreed to this and will include it in the budget to take effect in 2018.

There are some of the office computers that need upgrades. Korporate Computing will be giving suggestions and prices for the next council meeting.

Crystal Higgs from Allstate dropped some information off regarding employee benefits if anyone is interested in looking at it further.

A Planning Commission meeting will be on August 24<sup>th</sup> at 7 PM. There are presently just two members so we should have a council member sit in on it as a chair. Ms. Bishop volunteered to chair this meeting.

Resolution 2017-23 was presented for authorizing the application to the Pennsylvania Municipal Assistant program to update Dover Borough and Dover Township Joint Comprehensive Plan. Ms. Bishop made a motion to approve Resolution 2017-23. It was seconded by Mr. Raffensberger. Mr. Slusser opposed and the motion carried.

*Treasurer's Report –*

The payment to DeTraglia Excavating was added to last month's report therefore should not be on the current report. This will change the total bills paid for sewer to \$8,363.15. Mr. Kroft states that anything approved at the current meeting has not been paid and should not go onto the report until the following month. Penn Waste on the General Fund report is listed as a water payment and should be trash. Mr. Kroft made a motion to approve the treasurer's report with the removal of the payment to DeTraglia Excavating and the Penn Waste correction to trash. Mr. Slusser seconded the motion and it carried unanimously.

*Old Business –* Ms. Bishop asked about trees at Ketterman that need removed. Mr. Grim stated they did take some down but the other big ones have not been set up for removal yet.

Ms. Bishop asked about the drop box replacement. After further discussion it was decided that the existing box is going to be left as is for now.

President Sabold thanked Mr. Grim and Mr. Pentz for the great job they are doing in the Borough.

*New Business –* Ms. Bishop suggested we send thank you letters to Pro Pallet and Spring Valley Mulch thanking them for using Meadow Road for their truck route.

With no further business to discuss, Mr. Ferry made a motion to adjourn with a second by Mr. Slusser. All were in favor. The meeting adjourned at 9:47 pm.

Respectfully submitted,

Brenda J. Plowman  
Secretary/Treasurer