

## **MINUTES**

The regular monthly meeting of Dover Borough Council was held at Borough Hall, 46 Butter Road on Monday, November 5, 2018 at 7:00 pm. All members were present. President Kroft called the meeting to order. There was a moment of silent prayer followed by the Pledge of Allegiance.

The October 1, 2018 minutes were reviewed. Ms. Snyder had a correction on page three, Halloween should be Christmas. Ms. Bishop states on page four, .26 should be \$0.26. Mrs. Koch had a correction on page one, Core should be Corps. Ms. Snyder made a motion to approve the October 1, 2018 minutes as corrected. Ms. Bishop seconded the motion. All were in favor.

The October 8, 2018 special budget meeting minutes were reviewed. Mr. Sabold made a motion to approve the October 8, 2018 minutes as presented. Mr. Slusser seconded the motion. All were in favor.

The October 9, 2018 special budget meeting minutes were reviewed. Mr. Ferry made a motion to approve the October 9, 2018 minutes as presented. Ms. Snyder seconded the motion. All were in favor.

The October 15, 2018 special budget meeting minutes were reviewed. Mr. Sabold made a motion to approve the October 15, 2018 minutes as presented. Mr. Slusser seconded the motion. All were in favor.

## **PUBLIC COMMENT**

Chief Dettinger provided the fire company report.

- They responded to 23 calls in October. One of those calls was in the borough for an automatic fire alarm.
- The November calendar was reviewed. Mr. Sabold made a motion to approve the activities on the November calendar. Mr. Ferry seconded the motion and it carried.

Richard Pope provided the EMA report. He is currently sending out a lot of emails regarding the current weather we have been having. Mr. Pope is attending a meeting in Wellsville next week for additional training.

Ms. Snyder thanked the fire company for the open house and all the activities they had. She felt the open house went well and everything was great!

Joanne Morgan, owner of 64 N. Main Street was present. Mrs. Morgan voiced her concern in reference to the trash price increase and that she has not been notified about it. She inquired about the fact that Dover Borough does not have a newsletter that this information could go into. President Kroft stated the issues in the past were not having enough information for one. Reaching out to organizations in the area for information was not successful and the cost of the printing and mailing was not feasible. She states that most of her renters are either young or retired and have a hard time paying now and a \$15 increase will make it more difficult. President Kroft stated we can only go with the bids we receive. Mrs. Morgan feels residents should have the option of different levels of service. A three year contract was just signed so this is not an option at this time. She said that Dover Township does offer several options. Mr. Herrold explained that council determines the structure for the bid specs and contract. President Kroft said this could be looked into at the end of the current contract. Mrs. Koch feels because of the size of the Borough we may not be eligible for all those options. This is something we can get more information on when the time comes.

## **SEWER**

*Public Works Report* – Mr. Grim added that the resident from 48 Mayfield Street called into the office and spoke to Mrs. Plowman regarding the sidewalk in front of his house. Sewer work was done approximately 10 years ago and the sidewalk has sunk. He indicated he called in a few years ago and was told the Borough

would take care of it and he hasn't heard anything since then. Mrs. Koch stated that sidewalks are the responsibly of the resident. Mr. Herrold confirmed that if it was up to spec at the time and sank within 6 months to a year then it may be an issue with the compacting at the time. Mr. Spangler suggested looking at the clean out to see how that looks. Mr. Grim said you can tell there was a sink hole along the street that was repaired. Mr. Spangler said that normally contractors give a one year warranty. After this period of time it would fall back to the residence responsibility.

*Engineer's Report* – Mr. Spangler reports the sewer lining job is complete. He has not received the pre-video or post-video of the job yet nor the request for payment. Normally two video copies are received and one is for the Borough.

*Solicitor's Report* – Nothing to report

*Old Business* – None

*New Business* - None

## **WATER**

*Public Works Report* – Mr. Grim added that Mr. Hoppel took his water distribution test and passed it. He also took the subclasses test but hasn't received the results yet. When he passes that test he can get his license. Mr. Slusser asked about lowering the curb boxes. Mr. Grim states they lowered about ten of them. They were cut shorter and put new caps on them. Each quarter there are water meter register batteries that have gone bad. They just replaced nine more faulty ones. The manufacture is replacing them since they are faulty. They were to have two batteries in them but only have one.

*Engineer's Report* – Mr. Spangler wondered if anyone heard any updates regarding well #4. Mr. Grim said they are still working on the surveying. Mr. Spangler will email them for an update.

*Solicitor's Report* – Nothing to report

*Old Business* – None

*New Business* - None

## **BOROUGH**

*Public Works Report* – Mr. Grim added he received a price from Lowell Neiman to replace the office basement windows and the front door for \$1,370.00. Ms. Snyder made a motion to approve Lowell Neiman to replace the entrance door and basement windows for \$1,370. Mr. Ferry seconded the motion and all were in favor. Mr. Grim received several quotes for installing garage door openers. Jeff Jones quoted \$1,654.50 to install three garage door openers. Mr. Slusser made a motion to approve Jeff Jones to install three garage door openers for \$1,654.50. Ms. Snyder seconded the motion and all were in favor. We will need to install the receptacles needed which Mr. Grim and Mr. Hoppel will take care of.

*Zoning Manager's Report* – Mr. Bledsoe added that the York County Planning Commission classes he attended were really good and he felt they were very worthwhile. From networking with other Townships and Boroughs that attended he feels our Borough is really on top of things.

Mr. Sabold mentioned council should be better notified about things happening in the Borough. There was a grand opening at Johnny's Raceway Eatery that he wasn't aware of.

Mr. Bledsoe stated he was told council should be part of the Joint Comprehensive Plan meetings. Ms. Snyder states these are steering committee meetings right now and they don't want these so large that they are not manageable. Others will be brought in at a later time. President Kroft feels three people from each organization should be enough. Mr. Bledsoe added that they want a mix of people as well as citizens. Ms.

Snyder said there will be a group of nonprofits, athletic organizations, emergency services and home owner associations. Ms. Snyder provided Laurel with names to add to these groups of people. Tim from HRG is getting input from all of these people. She also said there is some homework to do. In review of the previous comprehensive plan, an inventory needs done to see what was proposed then, what was done and what wasn't done and why it wasn't done. Ms. Snyder says she will be reaching out to some of council since she may not be able to answer some of the questions.

*Engineer's Report* – Mr. Spangler reported the street work is completed. The payment application was just received today. The Kinsley Construction request is for \$41,307.02 and York Materials for \$19,905.62. The jobs came in less than quoted. Kinsley Construction is about \$5,800 less and York materials about \$10,000 less. Some of the scratch materials were not needed which was included in the quote. Mr. Ferry made a motion to approve payment to Kinsley Construction in the amount of \$41,307.02. Mr. Sabold seconded the motion and all were in favor. Mr. Ferry made a motion to approve payment to York Materials in the amount of \$19,905.62. Mr. Slusser seconded the motion and all were in favor.

Mr. Spangler looked into Penn Bid a little bit after receiving information from President Kroft but he would like to get more information on it. It is an online bidding site that your job would get posted to. Bids are placed through this site. There would be no cost to the Borough to use it. The contractor pays any cost. It is a way to reach people that normally would not be reached. It could save money on jobs by reaching more contractors. It is worthwhile to explore this option.

*Solicitor's Report* – Mr. Herrold asked for information for the tax ordinance. There are no tax changes for next year. Mr. Herrold contacted Paradise Township in reference to the Clerk of Courts payments they received in error. The three biggest amounts are owed to Jackson, Dover and Manchester Townships. They have set up repayment schedules to be paid over a 20 year pay back with no interest. Their solicitor Sharon Myers says municipalities that they owe less than \$10,000, they are going to try to pay them quickly. All others will be a 20 year pay back. Mr. Herrold presented an agreement for council to review prior to the next council meeting. In response to Mr. Harlacher's inquiry at last month's meeting about the stream that is eroding, Mr. Herrold researched it and found that under the Borough Code we have the authority to do work to widen or deepen the water course. The Borough can get the work done and pay for it or the resident can be billed for the cost. The Borough does have authority to do work to the stream and pass the cost on.

Mr. Herrold and Mr. Spangler left the meeting at 8:10 PM.

*Mayor's Report* – Mayor Hernley commented if anyone wants to go Christmas caroling on December 16<sup>th</sup> to let him know. The plan is to cover the whole Borough in one night.

*Police Report* – President Kroft reported that the year to date calls are 904 and 742 of those were service calls. Service calls include any calls that do not fall under a category one or category two which is more serious crimes like homicides, etc.

*Recreation Board Report* - Mr. Pope reported the tree lighting event will be on November 23<sup>rd</sup>. An anonymous business owner donated \$100 for gift cards for the Christmas house decorating contest prizes. Ms. Snyder wanted Mr. Pope to thank the donor for the gift cards on council's behalf.

*Ambulance Club Report* – Mr. Raffensberger reported that the 16<sup>th</sup> anniversary open house went well and they placed second in the parade.

*Secretaries Report* – Mrs. Plowman added to her report that she would like noted that Mrs. Deal has collected an old account of \$5,800 and a more current one of \$2,300.

*Treasurer's Report* – Mrs. Koch asked what was purchased with the Fulton credit card. Mrs. Plowman corrected the description from eat to ear. Mr. Ferry made a motion to approve the treasurer's report as corrected. Mr. Slusser seconded the motion and all were in favor.

*Old Business* – None

*New Business* – The final copies of the 2019 budget were reviewed. Mr. Sabold made a motion to approve advertising of the 2019 preliminary budgets to be adopted at the December 3, 2018 meeting. Mr. Slusser seconded the motion and all were in favor.

Ms. Snyder made a motion to approve the updated 2019 fee schedule. Mr. Ferry seconded the motion and all were in favor.

President Kroft reported that Chris Hake was hoping to be at the meeting but was not able to be here. He let him know that football had their final games on Saturday and they did a cleanup of Ketterman Park on Sunday. He expressed his thanks for allowing them to use the fields this year. They had installed a solar light to illuminate the flag but it does not light it very well and would like to use as a larger light. He wondered if the Borough would be willing to pay for part of it. He will present cost at a later time. Mrs. Koch wondered if we have received approval from the school district for usage of the land. President Kroft said we have not received a response yet but if we do not hear anything by the New Year we will send another letter to Mr. Nelson and also the superintendent.

Regarding Mr. Sabold's previous inquiry about the missing flag on the flagpole at Tom's, President Kroft did speak to the manager of Tom's about it. To change the flag requires a large ladder and needs changed often because of tearing. The last time they just didn't replace it. He is going to get a new one to install.

With no further business to discuss, Mr. Slusser made a motion to adjourn with a second by Mr. Ferry. All were in favor. The meeting adjourned at 8:28 pm.

Respectfully submitted,

Brenda J. Plowman  
Secretary/Treasurer