

MINUTES

The regular monthly meeting of Dover Borough Council was held at Borough Hall, 46 Butter Road on Monday, May 6, 2019 at 7:00 pm. Mr. Slusser was absent. President Kroft called the meeting to order. There was a moment of silent prayer followed by the Pledge of Allegiance.

The April 1, 2019 minutes were reviewed. Mrs. Koch noted on page 2 under the Solicitor's report the correct spelling for Attorney Bob Katherman. Ms. Bishop noted in that same paragraph next to last line, the word of should be up. Mr. Sabold made a motion to approve the April 1, 2019 minutes, as corrected. Ms. Snyder seconded the motion. All were in favor.

PUBLIC COMMENT

President Kroft presented a framed Resolution # 2019-06 to Mr. and Mrs. Botterbusch which thanked them for their service to the community through Botterbusch Jewelry for over 52 years.

President Kroft presented a framed Resolution # 2019-07 to Mrs. Eckenrode which thanked her and her husband Michael for their service to the community through the Crafty Basket for over 21 years.

Chief Dettinger provided the fire company report.

- They responded to 19 calls in April. Four of those calls were in the borough with a zero dollar loss.
- They are participating in a TMI Drill on Wednesday. They will be graded on their skills.
- A mock car crash will be held at Dover High School on May 9th. This is an addition to the calendar.
- Mrs. Kroft added there is a fundraiser prior to the next council meeting. It is a tool and gift card bingo on June 2nd.
- The May calendar was reviewed. Ms. Snyder made the motion to approve the activities on the May calendar with the addition on May 9th and the notice of the fundraiser on June 2nd. Mr. Sabold seconded the motion and it carried.

EMA report – Mr. Pope reported he attended some continuing education classes in April to earn enough credits for another year. He attended the fire company training. He will also be attending the TMI Training on Wednesday. At the continuing education class he found out the Borough is one of the few municipalities who does not have or allow social media for the EMA. They wondered how we get the word out if there is a problem. He told them he would bring it up to council again.

Kay Stitley was present and voiced her concern regarding the location that the shed for Dover Youth Baseball will be placed. She states when you come around the corner the first thing you will see is the shed and not the beauty of the park. She suggests it be placed on the backside of the ball diamond at the walking path. Mr. Grim states they wanted it to be between the fields for ease of use. She feels it should be reviewed again. President Kroft confirmed with Mr. Herrold since they got approval from the school district for the placement of the shed that if a different location is picked it would have to go back to the school again. He states that is correct. Mrs. Koch feels since this is the location that was discussed from the beginning if there was an objection it should've been mentioned at that time. It could be sent back to the school for a revision but it would delay things for another month. Ms. Snyder felt that maintaining the look of the park is important at the same time as accommodating them. It appears there isn't urgency and that it would be worth investigating for an alternate location. Mr. Sabold mentioned it will need to be well kept especially with its location. Council would like to see it painted a color that will blend in with the surrounding buildings. After further discussion of other locations the council decided to not make any change.

SEWER

Public Works Report – Mr. Sabold questioned the tentative dates of May 8th and 9th for televising. Mr. Grim states Shrewsbury Borough is working on a sewer project and will confirm with him when that is complete to start the televising for us.

Engineer's Report – Mr. Spangler reports that he gave Mr. Grim a plan for what is to be televised. This will include everything in Delwood that has been lined. After that is completed he will be able to determine what projects will need to be done.

Solicitor's Report – Nothing to report

Old Business – Nothing

New Business - Nothing

WATER

Public Works Report – President Kroft questioned the time line on the water tower maintenance. Mr. Grim states that several coats have been applied and they should be finishing that part up on Tuesday. It will need to sit for 7 days and then they will do some test on the walls prior to filling with water. It should be at least two weeks until that is all done. Mrs. Koch asked if there are any issues with the tower of which none were found.

Engineer's Report – Mr. Spangler reported that United Environmental sent a map with two locations of possible well sites. They have contacted DEP to come and look at these locations to see if they are viable. It may take 60 days until they have a response. The site survey DEP does will determine the end result.

Solicitor's Report – Nothing to report

Old Business – Nothing

New Business - Nothing

BOROUGH

Public Works Report – Mr. Grim reported he ordered the timbers for the planters after the last meeting. They will be delivered on Thursday. He received a quote for \$2,546.00 to move the electric to the smaller size planters. Ms. Snyder suggested looking at going back to the 9' size since the cost would be about the same as what we will spend to move the electric. When it was decided to go with a smaller size because of cost, it was not realized at the time the electric would need moved and what that cost would be. Mr. Sabold has a concern about the stability of the planters and to add a 3' piece causes him more concern. Mr. Grim states the bottom layers will be drilled and pinned and the other layers will be glued. Mr. Yingling says it may be a little weaker wall by adding the 3' timbers. After discussing options and the concern of stability, council decided to stay with the 6' planters and have the electric moved.

The flagpole and light at Tom's on the square was discussed. Mr. Grim received a quote for running electric to it with two new LED lights. Mr. Sabold explains when Tom's was put in a flagpole was installed and there was discussion that it should be illuminated at all times. The flag has not been up for a number of years and he brought it up a few months ago that it would be nice to have the flag displayed again. President Kroft added that because of the way it is mounted they do not want to put it up and down every day. There are two lights on the pole but since the new sign was put in they have not worked. This is the responsibility of Tom's and not the Borough. A letter will be sent to them regarding this.

Zoning Manager's Report – Mr. Bledsoe is on vacation. Mr. Sabold asked Mr. Grim about the clock rust issue and if there is anything we can do about it. Mr. Deroscher has not seen rust on it in the past year of servicing it. Mr. Snelbecker looked at the roof area and said they didn't find anything leaking. He suggested it may have blown in with all the rain and wind we have had.

Engineer's Report – Mr. Spangler reported that he contacted Restuccia Excavating, Inc. to proceed with the drainage work at Ketterman Park. He requested their current certificate of insurance. It may be towards fall until this work will be done. He let them know that no decision was made for the work on Meadow Road for the sidewalk and curbing. President Kroft believes the ordinance needs looked at closer and a decision for what part will need to be paid by the residents. Mr. Herrold states the definition of sidewalk in the Borough code describes it as curb, gutter and sidewalk which would be sufficient that it is the responsibility of the resident. Mr. Herrold explains that it is at the discretion of Borough council as to what they want to do. President Kroft confirms that according to the Borough code we can bill the homeowner for the curb and sidewalk repair since curb falls under the definition of sidewalk. The homeowner also has the option to do the repair themselves. Mr. Spangler asked if council wanted to proceed since the lot on Meadow Road is not currently developed and that is where most of the repair work is needed. Mrs. Koch states that it doesn't appear to be a priority.

Mr. Spangler reports that bids were out for street work. Unfortunately no bids were received for the construction part of them. He is getting feedback that contractors are too busy and are trying to catch up from last year so they are not bidding any new jobs. One materials bid was received. Mr. Spangler recommends seeing where the contractors are with jobs in a month or two and then putting it out for bids again. The areas needing repair are on Willow Drive, Meadow Road, Allen Lane and Elmwood Drive. These are not big repairs which is also part of the reason there were no bids. He spoke to Mr. Kopp from PennDOT and he stated a lot of Borough's are struggling since there isn't a lot of money and are not able to do large jobs. Mrs. Koch made a motion to reject the bid from York Materials Group for 230 tons of paving material in the amount of \$15,927.50. Mr. Ferry seconded the motion and all were in favor.

Solicitor's Report – Mr. Herrold reported he has been back and forth with the solicitor for Dover school district regarding the Ketterman Park lease. He had some recommended changes which Mr. Herrold agreed with. They are trying to get the wording completed with respect to the indemnity portion of the contract. Mr. Herrold will be reviewing the changes and contact them this week. The completed lease agreements should be ready for ratification by the next meeting.

Ms. Snyder asked for clarification on volunteer organizations having clearances. Specifically, whose decision it is to accept someone if they are not clear but still want to volunteer. Is it the Borough or the organizations responsibility to decide? Mr. Herrold explains it depends who is the "employer". The responsibility would be theirs. So an organization using Ketterman Park does not have to give the Borough clearance information but the Recreation Board which is run under the Borough would be required to do so.

Mr. Spangler and Mr. Herrold left the meeting at 8:08 PM.

Mayor's Report – Nothing to add

Police Report – President Kroft reported there were 20 additional calls from March but the Borough is still down three calls for the year. NYCRPD has given an official proposal to N. Codorus Township for police services. The initial thought is that they are very interested. They are also getting some other proposals. They believe a decision will be made in the next few months. There is also the potential for Manheim Township, Spring Grove Borough and Heidelberg Township to find other police service.

Recreation Board Report – President Kroft thanked the Recreation board for holding the Easter egg hunt event. Mr. Pope thanked the Mayor for helping with the event.

Ambulance Club Report – Mr. Raffensberger was absent but had reported there was nothing to add. Mrs. Koch noted there has been a lot of activity with the ambulance. They have been out on a lot of calls.

Secretary's Report – Mrs. Plowman noted that the SWIF workers compensation renewal invoice came for the volunteer firemen and was less than quoted at \$10,647.00. Also, noted was the credit card machine and the postage machine both are obsolete and need to be upgraded. A letter was received Friday that our current copier is obsolete and no new contract can be written for it. A quote was received from Doceo for a new copier. After discussing several options Ms. Snyder made a motion to purchase from Doceo a Toshiba 4515AC copier for \$3,975.00. Mr. Sabold seconded the motion. Under the question it was noted that the quote says Doceo will donate \$50 to a non-profit of our choice. Mrs. Koch suggested the New Hope Ministries Dover Food bank. Mr. Sabold suggested that we take a look at our other equipment that we may not need after this purchase and purge them. The motion carried with all in favor. A discussion followed regarding what to do with the old one. If the fire company is interested, it will be donated to them. The contract for the new copier will be \$375.00 per year and will provide more copies than the current contract. Mr. Sabold made a motion to renew the contract with Doceo at \$375 per year. Ms. Bishop seconded the motion and all were in favor.

Treasurer's Report – Mr. Ferry made a motion to approve the treasurer's report as presented. Mr. Sabold seconded it and all were in favor.

Old Business – Nothing

New Business - Nothing

With no further business to discuss, Mr. Ferry made a motion to adjourn with a second by Ms. Bishop. All were in favor. The meeting adjourned at 8:36 pm.

Respectfully submitted,

Brenda J. Plowman
Secretary/Treasurer