

MINUTES

The regular monthly meeting of Dover Borough Council was held at Borough Hall, 46 Butter Road on Monday, September 9, 2019 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 August 5, 2019 minutes were reviewed. Ms. Bishop had a correction on page 2. Willow Road should be Willow Run Road. Ms. Snyder made a motion to approve the August 5, 2019 minutes, as corrected. Mr. Ferry seconded the motion. All were in favor.

PUBLIC COMMENT

Chief Dettinger provided the fire company report.

- They responded to 20 calls in August. Five of those calls were in the Borough and were a zero loss.
- The September calendar was reviewed. Chief Dettinger added there will be training on September 11th and the 25th. He also added Dover High School Homecoming Parade will be on October 2nd which is before the next council meeting. They plan to leave the high school and end at the fire company. They would like to have a bonfire on the stoned area. Robert Eshbach had contacted Chief Dettinger about it and the fire company has no issues with it. President Kroft stated that with our new recreational burn ordinance it would need to be confined into a 3' by 3' container. Chief Dettinger will make sure they understand this. President Kroft states that a regular burn permit is good sunrise to sunset and the bonfire would be later than that. Mr. Sabold mentioned there are some residents in violation of the new burn ordinance. Chief Dettinger reported he had a complaint on a fire yesterday. He had NYCRPD come out and they issued a warning and also advised him to contact the Borough for a copy of the burn ordinance and offered the guidelines. Chief Dettinger added the Halloween Parade is October 6th which is also before the next meeting. The route is changed this year because of the school construction. The current plan is to stage everything at the high school. The route will then go east on Canal to Meadow Road, left onto Butter, down Main Street and turn back Mayfield Street. Mr. Sabold made a motion to approve the activities on the September calendar with the additions. Ms. Snyder seconded the motion and it carried. Ms. Snyder thanked Chief Dettinger for all their help and for the carnival work. He will have a carnival report at the next meeting.

Richard Pope provided the EMA report. Mr. Pope reported that the York County Emergency Management is converting everything to an online format. Some of the EMA training is now done by webinars too. Mr. Pope proposed using the EMA budget to purchase a little laptop and case. They recommend a Samsung Chrome Book III since it is 11.6" and very portable. The cost at Walmart is \$159 plus \$23.95 for a case for a total of \$193.93 with tax. Mr. Pope states this will be helpful in logging incidents and for training purposes. Ms. Snyder made a motion to approve the purchase of a laptop and case using EMA funds not to exceed \$195.00. Mr. Ferry seconded the motion and all were in favor.

Mr. Pope asked to give the Recreation Board report now since he needed to leave the meeting for work. He said there was nothing to report this month.

Kay Stitley reported there are two street lights that are not working: the light on the northeast corner of the square and the light by Rutter's. Mrs. Plowman stated the one by the square has already been reported. Mr. Slusser added that the light at 77 W. Canal Street is not working either.

Elaine Kroft thanked Mr. Grim and Mr. Hoppel for digging the receptacle out of the planter for the fire company sign.

SEWER

Public Works Report – Nothing to add

Engineer's Report – Mr. Spangler received five bids for the sewer lining project to be done on Willow Drive and a portion of Maplewood Drive. SAK Construction, LLC had the low bid of \$32,384.55. Mr. Spangler recommends awarding the bid to SAK Construction, LLC. Mr. Slusser made a motion to accept the bid of \$32,384.55 from SAK Construction, LLC pending insurance and bonding. Mr. Sabold seconded the motion and all were in favor.

Mr. Spangler reported he did survey work on Dogwood Drive. He is still working on specs of the drawing. He plans to have bids for the November meeting. He would like to open the three clean outs to get a depth to make sure the manhole works out. He also wants to add the water lines onto the drawing.

Solicitor's Report – Nothing to report

Old Business – Nothing

New Business - Nothing

WATER

Public Works Report – Mr. Hoppel had nothing to add. President Kroft asked when the leak was found at 90 S. Main Street. Mrs. Koch thought it was about August 20th. The resident called about low water pressure. Mr. Hoppel explained they had been looking for a leak for several weeks. It had never surfaced and they discovered it was running right into a storm drain.

Engineer's Report – Mr. Spangler reported he received an email from United Environmental that they were meeting with DEP on August 9th at the possible well site. They have stated it is a suitable location for a well. The next step they need to do is a predrilling plan before they can do test drilling. United Environmental is preparing a cost estimate for doing all this work to get approval from the insurance fund before they proceed. DEP will also need to approve the drilling plan to move forward with it. Part of the plan had to show wetlands and the wellhead protection zone. Mr. Spangler wondered what amount is left in the USTIF fund, and doesn't believe that question has ever been answered. Ms. Bishop wondered if we are allowed to find out the amount still in the fund, because we need to know if the replacement cost will exceed the balance, resulting in additional expense to the taxpayers. Mrs. Koch added that Mark Clark told council that what we had originally will be replaced and covered, but nothing above and beyond that. Mr. Spangler did not know the answer so he will send an email asking what amount is left in the fund and what will be covered. A Right-To-Know request may need to be filed for this information.

Solicitor's Report – Nothing to report

Old Business – Nothing

New Business – Mr. Sabold asked if there is still a list of water valve caps to be replaced. Mr. Hoppel states there is and they have been working on them as they have time.

BOROUGH

Public Works Report – Nothing to add. Mr. Ferry asked who is doing the gas service lines. Mr. Hoppel said Kinsley Construction and they are working next week on Canal Street. Mr. Slusser expressed concerns with the professionalism and the hours they are working outside of the time restriction which is 9 am – 3 pm. They have been there from 7:30 am – 5:00 pm. There have been no signs to let people know they are coming in and are not repairing the street satisfactorily. The alley is a 1-1/2" low from what's existing. He spoke to a

supervisor and learned they are patching the service lines to the south side and are going to mill and pave everything 1-1/2" where the main line is. Mr. Slusser asked how many excavation permits they have gotten. President Kroft states every service line going into each house requires one and that Mr. Bledsoe should contact Columbia Gas about getting them.

Zoning Manager's Report – Mr. Bledsoe reports that 39 W. Canal Street is cleaning up their trash and cars are getting moved. President Kroft asked about the trash at 73 S. Main Street. Mr. Bledsoe states everything was picked up today and that they had additional cans out. He states he had sent a letter about the trash can being too heavy. Mrs. Koch asked if anything is being done with the parking area where the stones were put in at the end of the Alley. Mr. Bledsoe states he spoke to the resident and let her know it needs to be paved. No permit was issued for this which is needed. President Kroft suggests sending a letter informing her that she needs to get a permit within 30 days and then have it paved. Mrs. Koch feels something needs to be done with her neighbor who parks in his back yard but has to drive through the other neighbors yard to get to it which is also creating a parking space. Ms. Bishop asked if roof replacement needs a permit. If it is just changing shingles it is not needed. If it is a commercial building it does need a permit.

Engineer's Report – Mr. Spangler presented a larger size copy of the street change plan received from ELA Group on behalf of the Dover High School project. The Borough needs to sign an authorization allowing them to submit the application to PennDOT for this change. The cost will be taken care of by the school. This change appears to take four parking spaces away on Main Street. An ordinance will be needed for this change. It needs confirmed that there is enough off street parking for the properties effected. Mr. Herrold doesn't believe there is anything to prevent the restriction of parking there. The street parking should not be counted as parking for the property. Ms. Bishop made a motion to approve allowing ELA Group to submit the application to PennDOT on the behalf of Dover Borough asking to restrict parking on N. Main Street at the described location for a turning lane. Ms. Snyder seconded the motion. Mrs. Koch, Mr. Sabold and Mr. Slusser opposed. The motion carried with three oppositions. President Kroft signed the authorization. Mr. Herrold would like to speak with their solicitor of what they envision. He will provide a letter to be attached to the authorization form.

Mr. Spangler is working on budget numbers for next year for sewer and street projects. He will have them for next month's meeting. He plans to have bids for the November meeting.

Solicitor's Report – Mr. Herrold confirmed signing the authorization form gives authority to act and to do all things necessary to obtain the permit. He believes we can distinguish the no parking ordinance because they are not able to do that. We are authorizing them to do what they need to do.

Mr. Herrold was able to get in touch with Mr. Pratt regarding the Ketterman Park sublease. He is no longer with that firm. He is now with a firm in Lancaster. He confirmed everything is completed and the school board has approved the sublease. President Kroft suggested starting the lease agreements for 2020.

Mr. Spangler and Mr. Herrold left the meeting at 8:20 PM.

Mayor's Report - Mayor Hernley mentioned Dover Day Out at the Revolution was yesterday. There are still donations coming in so he does not have the total donation amount for New Hope Ministries at this time.

Police Report – President Kroft reported there were two less calls from July 2018 to July 2019. That is a decrease of 21 for the year. We will start to receive a report with all the call volume and not just the highlighted ones. The projected budget for next year will be about \$3,000 less with the addition of North Codorus Township. The administrative cost is now split between nine municipalities instead of seven. National Night Out was a big success with an estimated 3,200 people attending. President Kroft mentioned if there are any recreational burn issues at night or on the weekends to call 911 and let the police handle it.

Ambulance Club Report – Mr. Raffensberger was absent because of work. He did say there was nothing to add to the report.

Secretary's Report – Mrs. Plowman added that a thank you card was received from Salem United Church of Christ for the donation we made in memory of Betty Airing. Mrs. Kroft mentioned there is a Boy Scout group that meets at Dover UCC that could help to place the bench at Ketterman Park for Mrs. Clancy. Mrs. Koch asked why council was not notified of Mr. Hoppel dropping his health insurance since they make the decision about the insurance. President Kroft confirmed with Mr. Hoppel that he did not know for sure until after the last meeting. Mr. Hoppel believes it was August 14th when he got confirmation. So that we would not have to pay for another month, he was removed August 31st. He did let Mrs. Plowman know to send emails letting council know about the change. Mrs. Koch states that it is a council decision. Mr. Ferry commented that he can drop the insurance anytime he wants to since it is his personal business. Mrs. Koch added that this affects Mr. Grim's deduction, which is set by council. Mrs. Plowman explained the amount the Borough pays per year: after removing Mr. Hoppel, and recalculating, Mr. Grim's deduction was recalculated to zero. President Kroft added the budget is \$35,000 for health insurance. Anything over that the employees pay so if one comes off whatever is left of the \$35,000 goes towards the others and their deduction is then adjusted accordingly. Mrs. Koch just thought council should've been made aware and that the calculated amount, which is zero, should've been included in the report. Mr. Sabold said since we know the information now he would like to make a motion for approval for Mr. Hoppel to drop insurance and adjust Mr. Grim's deduction to zero retroactive to September 1st. 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. Ms. Snyder seconded the motion and all were in favor.

Old Business – Mr. Slusser reported that Dover Youth Football has not removed the goal post from Ketterman Park. It definitely is not too wet now to remove them. President Kroft also sent Mr. Hake a text but didn't hear anything back. Mr. Slusser received a message from him that he would like to submit a use form for flag football for next April and May. The goal posts are not needed for flag football and need to be removed. Ms. Bishop recommends a time limit on removing them since it has not been taken care of. President Kroft suggests a certified letter being sent in reference to this. Further use approval cannot be granted until this is satisfied. Ms. Stitley expressed concern about using the field in the spring because of them being too wet. President Kroft stated the new lease agreement addresses this issue.

New Business – Ms. Snyder brought attention to the Joint Comprehensive Plan fall finale meeting which is tomorrow at the Dover Township building from 6 -8 pm and Thursday night at Dover Elementary School from 6-8 pm. This is a walk through presentation. She encouraged council members to attend one of them since they will be called upon to look at and consider approving for the comprehensive plan later in the year. She feels this information would be helpful in determining if they want to approve it or not. There is a draft now but if they see things they need to look at changing would need done before going to final adoption. The current draft is about 23 pages versus the previous one that was three volumes. They have taken a different approach in hopes of making the whole plan implementable. Mr. Sabold stated he attended the meeting on infrastructure and felt it was very interesting.

Budget meeting dates were chosen to be on October 14, 15, 28 and the 29th at 6:30 PM each night.

President Kroft asked for an executive meeting to follow.

With no further business to discuss, Ms. Snyder made a motion to adjourn with a second by Mr. Slusser. All were in favor. The meeting adjourned at 8:48 pm.

Respectfully submitted,

Brenda J. Plowman
Secretary/Treasurer