

## **MINUTES**

The regular monthly meeting of Dover Borough Council was held at Borough Hall, 46 Butter Road on Monday, November 4, 2019 at 7:00 pm. Mr. Slusser was absent due to work. All other 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 7, 2019 minutes were reviewed. Mr. Sabold made a motion to approve the minutes as presented. Ms. Snyder seconded the motion. All were in favor.

The October 14, 2019 budget meeting minutes were reviewed. Mr. Sabold made a motion to approve the minutes as presented. Ms. Snyder seconded the motion. All were in favor.

The October 15, 2019 budget meeting minutes were reviewed. Ms. Snyder made a motion to approve the minutes as presented. Mr. Ferry seconded the motion. All were in favor.

The October 28, 2019 budget meeting minutes were reviewed. Ms. Snyder made a motion to approve the minutes as presented. Mr. Sabold seconded the motion. All were in favor.

## **PUBLIC COMMENT**

Chief Dettinger provided the fire company report.

- They responded to 20 calls in October. Eight of those calls were in the Borough with a zero loss. On October 24<sup>th</sup> they were dispatched to 76 N. Main Street which turned out to be an illegal burn. The police issued a warning. Saturday continues to be the busiest day followed by Monday, Friday and then Wednesday. Currently for the first 10 months of this year there have been 4,000 documented volunteer hours for trainings, fundraisers and public education. There will be a full report at the end of the year. They have given mutual aid to 15 other municipalities. Ms. Snyder thanked him for all they do.
- The November calendar was reviewed. Training was added on November 13<sup>th</sup> and November 27<sup>th</sup>. Mr. Sabold commented that he believes they are one of the better trained fire companies in the county. They spend a lot of time training and it is well worth it. Ms. Snyder made a motion to approve the calendar with the two additions. Mr. Sabold seconded the motion and all were in favor.

EMA Report – Nothing to report

Eric Osborne, Stan Miller and Matt Trimmer from Keystone Xtreme Fitness were present to give information about the fitness center they are opening at 63 N. Main Street. Mr. Osborne explained they will offer Yoga, Zumba, Tai Chi and Karate classes 6 days a week between 6 AM and 8:30 PM. The gym section will be open 24/7 and can be accessed using a card system. There will be programs for children in the afternoon. Mr. Miller explained classes will be held throughout the day in the top level along with MMA and boxing training. Karate and American Fight system training will be in the evening. The lower level will be the gym with 24/7 access. Mr. Osborne teaches Tai Chi to seniors which he really enjoys. Ms. Snyder asked if it is going to be mixed martial arts and the response was yes. Mr. Miller added the classes will be about 80% of what they do, Karate, mixed martial arts and boxing about 20%. Ms. Snyder asked if they are a franchise which they are not. They are an independent center. This is their first facility. Mr. Sabold asked if the building will be renovated. Mr. Miller states the inside of the building is in good condition and they are doing cosmetic work to it such as painting the inside. Ms. Snyder asked about his background. Mr. Miller, who has 20 years of experience, is one of the owners and is an instructor who will be teaching the American fight system which is basically self-defense training. Mr. Trimmer has been in martial arts for 35 years. He has taught thousands of kids to help

get them off the streets. Ms. Bishop asked if any changes will be made to the parking area. Mr. Miller states they will be resurfacing and putting new lines on it. Chief Dettinger asked about a Knox box being placed outside so the fire department has access to a key. Ms. Sprenkel questioned the lighting in the parking lot with people having 24-hour access. These lights will be motion activated and won't be on all time. They expect to have a grand opening the beginning of December. President Kroft thanked them for coming. He also thanked Mr. Osborne for his military service as a Vietnam Veteran.

Sam Herman, tax collector, was present to ask for a Resolution to destroy all the tax information he has prior to 2012, because he only needs to maintain records for 7 years. Mrs. Koch added the resolution should specify the dates and types of documents being destroyed. President Kroft asked him to submit this information to Mrs. Plowman for the Resolution to be approved at the December meeting.

## **SEWER**

*Public Works Report* – Nothing to add

*Engineer's Report* – Mr. Spangler reported the sewer lining job will be started sometime next week. Mr. Spangler presented the bids received for the sewer improvements in Delwood. Six bids were received for this work. The lowest bid was from Wexcom, Inc. who quoted \$110,911. Mr. Sabold made a motion to approve Wexcom, Inc. to do the sewer repairs in the amount of \$110,911 pending bonds and insurance. Mrs. Koch seconded the motion; all were in favor.

*Solicitor's Report* – Mr. Herrold received a call from Reed Anderson who is representing the Eleanor Zeigler property. They asked for a payoff amount of their account. A check was received by the Borough and the lien will be released.

*Old Business* – Nothing

*New Business* – Nothing

## **WATER**

*Public Works Report* - Mr. Grim reported he received three quotes for repairing the water valve east of the square which will be repaired during the nighttime hours. E.K. Services quoted \$8,485, T&N Excavating \$9,266.88 and H & H Contractors \$12,130. Mr. Ferry made a motion to contract E.K. Services to repair the water valve on East Canal Street in the amount of \$8,485. Ms. Bishop seconded the motion and all were in favor.

*Engineer's Report* – Mr. Spangler reported he emailed United Environmental to find out the status. They responded that they spoke to USTIF and they felt they should do the wetland delineation first and then reevaluate. Depending on what wetlands they find, it could impact what additional testing may be needed. If there are a lot of wetlands, they will need to monitor them to see when they do the draw down. They need to get the wetland delineation approval. They did receive approval to do this today, and they hope to get this done in the next few weeks.

*Solicitor's Report* – Nothing

*Old Business* – Nothing

*New Business* – Nothing

**BOROUGH**

*Public Works Report* – Nothing to add

*Zoning Manager's Report* – Ms. Sprenkel asked how council would like to handle violations: should she drive around looking for violations or respond as complaints are received. Complaints should be addressed but they suggested a drive around to address any issues seen. Ms. Snyder officially welcomed her to the Borough.

*Engineer's Report* – Mr. Spangler reported he received a call from ELA Group and they will be submitting plans for the renovations for the high school soon.

*Solicitor's Report* – Mr. J. Herrold followed up to Mrs. Plowman's telephone call regarding Mr. Rogers wanting a letter from the Borough stating he can put a car lot and repair shop on Main Street. He states there are steps to take and an application is needed first. Ms. Sprenkel believes what he may be asking for is a letter from the municipality, required by the state, verifying that a car lot is a permitted use in that zone.

Mr. A. Herrold reported he spoke to the Dover school district and they agreed to pay for the ordinance required to add a turning lane on N. Main Street. They are hoping we will not "nickel and dime" them for everything but there is no problem with the ordinance. President Kroft added there potentially will be some cost involved with removing the Intermediate school from our water system. Mr. A. Herrold will relay this information. Mr. J. Herrold asked for the tax millage rate to be sent to him for the new tax ordinance.

Mr. Spangler, Mr. J. Herrold and Mr. A. Herrold left the meeting at 7:45 PM.

*Mayor's Report* – Nothing to add

*Police Report* – President Kroft reported the calls were down 36 in September which makes 62 year to date. An officer was recognized for a lifesaving accommodation at a scene on Route 30 and George Street. A lady lost her leg and he was able to apply a tourniquet, which saved her life. Manheim Township voted yes to join NYCPRD. Chief Bentzel is on vacation until the beginning of January when he retires.

*Recreation Board report* – Kay Stitley asked about the boards for the Christmas trees that go in the planters. Since the planters are smaller. She was concerned if they will still work or need modified. Mr. Grim believes they will still be ok. The tree lighting is November 29<sup>th</sup> at 7 PM. Mrs. Koch wondered if the gift cards for the house decorating contest were being donated. Ms. Stitley was not at the last meeting, so she did not know. Mrs. Koch feels taxpayer money should not be used to compensate someone for decorating their house.

*Ambulance Club Report* – Mr. Raffensberger had nothing to add

*Secretary's Report* – Mrs. Plowman added she had three Right-To-Know requests that were granted.

*Treasurer's Report* – Mr. Sabold made a motion to accept the Treasurer's Report as presented. Mr. Ferry seconded the motion and all were in favor.

*Old Business* – Nothing

*New Business* – The solid waste authority tipping fees have increased and Penn Waste is passing that onto the Borough. General code provided a quote for updating our ordinances. It was agreed to hold off on this until next year since there are more ordinances that may be updated to save money by doing them together. Klugh Animal Control Services offered two quotes for animal control services. Council chose the contract with the retainer fee and per call charges. Mr. Sabold made a motion to contract with Klugh Animal Control Services for 2020. Mr. Ferry seconded the motion; all were in favor. Ms. Bishop questioned the 2019 projected amount for *Animal Control 410.32* which should include the amount paid to the SPCA. This line was updated to \$1,409.

The general fund budget was updated to reflect the additional Penn Waste tipping fee. *Refuse Collection (427.30)* was increased to \$160,096.64 and *Transfer from Savings (392.01)* increased to \$2,517.14. This changes the total to a balanced budget of \$946,562.30.

The final budgets were reviewed.

Mr. Ferry made a motion to approve and advertise the proposed 2020 Wallace Fund budget. Ms. Snyder seconded the motion; all were in favor.

Mr. Ferry made a motion to approve and advertise the proposed 2020 Highway Aid budget. Mr. Sabold seconded the motion; all were in favor.

Ms. Snyder made a motion to approve and advertise the proposed 2020 Water Fund budget balancing at \$276,912.40. Mr. Ferry seconded the motion; all were in favor.

Ms. Snyder made a motion to approve and advertise the proposed 2020 Sewer Fund budget balancing at \$588,000. Mr. Ferry seconded the motion; all were in favor.

Mr. Ferry made a motion to approve and advertise the proposed 2020 General Fund budget balancing at \$946,562.30. Ms. Snyder seconded the motion; all were in favor.

Mrs. Kroft brought to council's attention that Dover Borough businessman Dan Kupp passed away.

Ms. Bishop asked for the comment line to be added back on the water budget under 448.31.

With no further business to discuss, Mr. Ferry made a motion to adjourn with a second by Mr. Sabold. All were in favor. The meeting adjourned at 8:13 PM.

Respectfully submitted,

Brenda J. Plowman  
Secretary/Treasurer