

MINUTES

A special meeting of Dover Borough Council was held at Borough Hall, 46 Butter Road on Monday, October 12, 2020 for the purpose of preparing the 2021 budgets. All council members, Mayor Hernley and Duane Grim were present. President Kroft called the meeting to order at 6:30 pm followed by a moment of silent prayer.

President Kroft stated that Mr. Spangler received the certification from York Excavating. A recommendation was presented for payment to York Excavating in the amount of \$42,725.20 for culvert replacement. Mr. Ferry made a motion to approve the payment to York Excavating for \$42,725.20. Mr. Sabold seconded the motion. Mr. Slusser abstained and the motion carried. \$34,430.00 will be paid from Highway Aid funds and the balance of \$8,295.20 from the General Fund account.

President Kroft confirmed Mrs. Oswalt from Dover Township will be attending the November 2nd meeting. She will be added to public comment.

The November and December council meetings will be held at Union Fire & Hose. Mrs. Plowman will place an advertisement for this change.

Wallace Fund

Every other year funds are distributed to Dover Borough. The expected distribution for 2021 is estimated to be \$1,800.00. *Interest Income (341.00)* was decreased to \$5.00. *Clock Maintenance (465.45)* is the only budgeted expenditure from this account and will remain the same at \$700 for 2021. This will leave a proposed ending balance of \$3,046.40.

Highway Aid Fund

Notice of estimated 2021 State Aid has been received for the amount of \$53,021.07. *Interest Income (341.00)* was decreased to \$400.00. This will give total income of \$53,421.07. No amount is being budgeted for 2021 *Capital Expenses (406.74)*. *Winter Maintenance Supplies (432.22)* were discussed. Mr. Grim plans to get one more load of salt in 2020. This item stayed the same at \$5,000. Two other line items will remain the same for 2021: *Traffic Control Devices (\$1,000)*, and *Street Repairs (\$1,000)*. *Contracted Services (439.45)* were discussed. The project that Mr. Spangler proposed for 2021 was discussed. Base repair and paving of Maplewood Drive from Willow Drive west to Oakwood Drive is estimated at \$74,000 It was decided to budget \$80,000 for *Contracted Services (439.45)*. Total expenses will be \$87,000. This will leave a proposed ending balance of \$37,618.05 with the balance carried forward from 2020.

Water Fund

Income from *Water Fees (378.10)* was discussed. This was left the same at \$235,000 since the student count has changed with the schools switching and the revised COVID-19 schedule. *Interest Income (341.00)* was decreased to \$600. The *USTIF Reimbursement (395.02)* will be the same for 2021. Under Expenses, the following were reduced, *Chemicals (448.22)* to \$2,500, *Small Tools & Minor Equip, (448.26)* to \$1,000, *Analysis (448.31)* to \$2,500. The following were increased, *Water Purchase (448.24)* to \$120,000, *Water Tower Maintenance Agreement (448.45A)* to \$13,70.90. Mrs. Koch wondered if that agreement has an ending period. Mrs. Plowman will check into the terms of it. *Contracted Services (448.45)* were discussed. Mr. Grim suggest repairing the valve at Frederick Court and capping the tee off the water line that went to the old Intermediate school. Mr. Grim will get quotes to have this project done in 2020. Mr. Slusser made a motion to approve Mr. Grim getting quotes for repairing the valve on Frederick Court and capping the water line tee not to exceed \$8,000. Mr. Sabold seconded the motion and all were in favor. *Continuing Education (448.46)* was discussed. Mrs. Koch asked what the status of Mr. Hoppel' s license is. Mr. Grim was not sure about Mr. Hoppel's status

but he will be taking courses this winter. *Health Insurance, Payroll and Payroll Taxes* were not available. All other expenses stayed the same.

Sewer Fund

Income from *Sewer Fees (364.10)* was decreased to \$565,000 since the student count has changed with the schools switching and the revised COVID-19 schedule. *Interest Income (341.00)* decreased to \$1,500. Under Expenses, the following were reduced, *Utilities (429.36)* to \$26,000. The following were increased, *Engineering Services (408.00)* increased to \$20,000, *Software Agreements (429.27)* to \$1,200, *Communication Services (429.32)* to \$3,700. *Contracted Services (429.45)* was discussed regarding sewer lining in Delwood. We will continue to pay additional principal of approximately \$72,000 on the *2009 Loan-Principal and Interest (470.00)* to total \$250,000. *Health Insurance, Payroll and Payroll Taxes* were not available. All other expenses remain the same for 2021.

General Fund

President Kroft stated a resident asked about the Borough Recreation Board. Mrs. Plowman explained to them that it is currently suspended. Since the Borough is working with Dover Township, she recommended they contact Chalet to volunteer on behalf of the Borough.

Mr. Nelson from Dover School District had stopped at the Borough office. Mrs. Plowman asked him about Dover LaCrosse installing a larger shed at Ketterman Park. He gave a verbal ok for this. Mr. Sabold suggested we get this in writing for our files. Mrs. Plowman will contact him for this.

Mr. Spangler looked into the block grant fund for use to repair the walkway at Ketterman Park. Since it is already ADA compliant the Borough would need to do an income study. Those that do not respond to the study will automatically go into the high-income bracket. York County Commission also prioritizes applications and since the original walkway was put in with grant money, they may not grant more funds for repairs to it. Council decided not to proceed with this but may look into a Keystone Grant.

Under Income the following were decreased, *Interest, Dividends (340.00)* to \$1,500.

Under Expenses the following were increased, *Audit-Professional Services (402.31)* to \$5,400, *Postage (405.23)* to \$3,000, *Communication Services (409.32)* to \$4,000, *Boro Buildings & Grounds (409.00)* was discussed. The office roof needs replaced. Mr. Grim will get both shingles and metal roof quotes. This was increased to \$10,000 for replacement of the Borough office roof, *Fire Dept. Contributions (411.50)* was discussed. Council agreed to increase this amount especially since they were hit hard by cancelling fundraisers due to COVID-19. This was increased to \$15,000 and *Ambulance Club Contribution (412.50)* to \$5,000, *Refuse Collection (427.30)* to \$165,732, *Newsletter Printing (430.34B)* to \$250, *Street Sweeping (431.31)* to \$2,500, *Pension - Borough Contribution (483.15)* to \$14,410 and *Workers Comp - Borough (486.70)* to \$6,700.

The following were decreased, *Treas. & Admin Asst Bond (405.35)* to \$1,671, *Police Services Contract (410.30)* to \$305,776.06, *Fire Relief (411.01)* to \$9,000, *Contracted Services (430.45)* to \$10,000, *Snow Removal Equipment (432.70)* was discussed. The current snowblower needs to be replaced and has been discussed the last two years. Council agreed to purchase a new one out of the 2020 budget. For 2021 this was decreased to \$500, *Workers Comp - Volunteer Fire (486.195)* to \$9,680. *Park - Repairs & Maintenance (451.37)*, *Health Benefits, Payroll and Payroll Taxes* were left blank. All other budget amounts remain the same for 2021.

Mr. Slusser made a motion to adjourn the meeting with a second by Mr. Ferry. The motion carried and the meeting adjourned at 10:14 pm.

President Kroft stated an executive session will follow the meeting.

Respectfully submitted,

Brenda J. Plowman
Secretary/Treasurer