

MINUTES

The regular monthly meeting of Dover Borough Council was held at Borough Hall, 46 Butter Road on Monday, August 2, 2021 at 7:00 pm. Mrs. Koch and Ms. Hernley were absent. 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 July 12, 2021 minutes were reviewed. Ms. Snyder made a motion to approve the minutes as presented. Mr. Raffensberger seconded the motion. All were in favor.

PUBLIC COMMENT

Chief Dettinger provided the fire company report.

- They responded to 21 calls in July. Three of those calls were in the Borough. There was a zero loss.
- The calendar of events is: August 3rd National Night Out, August 7th Cash & Gun Bash, August 13th Meat Drawing, September 2nd – 6th Firemen's Carnival. There will be work details on August 9th and 23rd and Training on August 11th and 25th. Mr. Sabold made a motion to approve the calendar as presented. Ms. Snyder seconded the motion and all were in favor.

EMA report - None

SEWER

Public Works Report – Nothing to add.

Engineer's Report – Mr. Lipinski was absent due to surgery. Holley & Associates forwarded a report. President Kroft stated an official motion was not made last month regarding Jim & Nena's staying on the Borough sewer system. Mr. Herrold recommended making it contingent on an agreement between Dover Borough, Dover Township and Jim & Nena's. Part of the agreement would be that proper grease traps and cleaning will be required. Mr. Ferry also noted that the line from where it is capped off should be checked for its condition. Mr. Slusser added there should be a manhole in front of Jim & Nena's. Mr. Slusser made a motion to allow Jim & Nena's to remain on the Dover Borough sewer system contingent on an agreement Mr. Herrold will compile to be presented to Dover Township and Jim & Nena's. Mr. Sabold seconded the motion and all were in favor.

Solicitor's Report – Mr. Herrold reported that we do currently have an ordinance regarding grease traps which states all restaurants, food handling or processing facilities. This also requires them to have dates and records of cleaning and or disposal to provide to the Borough. This is located under sewer section 124:21. Discussion followed as to how to handle enforcement. It was decided to send letters out to the businesses and organizations that would fall under this requirement. If they already have a grease trap system, we would just need the pumping or cleaning reports. If not, a certain amount of time would be given for them to install one. Council realizes the cleaning schedule could be different at each place depending on volume. Repair garages, car washes or laundromats fall under this as well. The first focus will be the food industry. Ms. Sprenkel was asked to compile a letter. Mr. Herrold offered to review the letter once compiled.

Old Business – None

New Business – None

WATER

Public Works Report - Nothing to add.

Engineer's Report – Mr. Grim will be meeting with Mr. Brenneman from Holley & Associates on Friday. They will be looking at plans to move the yard hydrant and paving of the well #6 lane.

Solicitor's Report –Old Business – Nothing

New Business – None

Old Business – Ms. Snyder mentioned she sent an email to Dee thanking her for the report presented at the last meeting and the effort she put into it.

BOROUGH

Public Works Report – Mr. Sabold noticed the downspout on the NW corner of the garage needs adjusted. It is missing the splash pad. Mr. Grim will take care of it.

Zoning Manager's Report – Mr. Ferry asked about 28 N. Main Street. They had requested to hang an American flag in the window surrounding it with frosting. Ms. Sprenkel had said no previously since Dover Borough is a Historic town. The graffiti painted at the Taqueria was then mentioned and if it is considered signage. Mr. Herrold doesn't believe it falls under a signage code but he would need to study it in more detail. Council agreed the American flag was acceptable. An ordinance change may take place regarding these things at a later time. Mr. Slusser also mentioned the mess at 26 – 28 S. Main Street. Ms. Sprenkel will take a look at it. A tree had fallen at Butter Road and City Hall Drive. Out On A Limb was already in the Borough doing work that day so they cut the tree down. The resident may be billed depending on the extra cost.

Engineer's Report – None

Solicitor's Report – Mr. Herrold stated there is a new change to the Sunshine Act requiring meeting agendas to be posted on our website and the door of meeting at least 24 hours ahead of the meeting. Any consideration of expenditures will need to be on the agenda. If an expenditure comes up at the meeting it will need to wait until the next meeting so it can be on the agenda for approval. If it is something that is an emergency or safety issue then it can be done through a process to add it to the agenda. Mr. Herrold was curious if Dover Borough has a Facebook page. At this time, they do not. Chief Dettinger encouraged the Borough to get a Facebook page because it is a very good way to get information out to people quickly. He continued with examples of things that would be beneficial to our residents such as anything weather related, water issues, reminders of zoning things like trimming bushes and weeds. Mr. Slusser stated it can be set up to only have two admins to make post. Mr. Herrold recommended that a Facebook policy should be formed. Mr. Herrold explained being a government entity we would not be able to sensor comments but it can be set with no comments and be for information only.

Mr. Herrold left the meeting at 8:15 PM.

Mayor's Report - Mayor Hernley reported he will be walking through Delwood Development on August 8th starting at 6:00 PM.

Police Report – President Kroft reported there were 59 calls in June which is down 10 from last year. Calls are up 50 for the year. National Night Out is tomorrow August 3rd from 5:30 – 8:00 PM. Heidelberg Township is voting to become an official member as of January 1, 2022. Resolution 2021-12 was presented which states that Dover Borough is accepting Heidelberg Township as a full member. Mr. Slusser made a motion to approve Resolution 2021-12 to accept Heidelberg Township as a full member. Mr. Ferry seconded the motion and all were in favor.

Ambulance Club Report – Mr. Raffensberger reported their next meeting is September 28, 2021.

Secretary's Report – Nothing to add. Mrs. Plowman's report included that the cell phones will need upgraded due to 3G being discontinued at the end of this year. Council asked her to get prices for the next meeting.

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 – Ms. Snyder inquired about the agenda for the upcoming joint meeting with Dover Township. President Kroft stated the two items that council would like discussed are the RFP Rec Plan agreement. The Borough did a letter of support but didn't realize Ketterman Park was going to be a part of the grant and unaware of any financial obligation. Mr. Sabold understands there will not be any cost to the Borough for this. The other item is the GIS Mapping agreement and the hour for hour exchange of time. There was some confusion about the data set up and the data collection. The quote from Dover Township covers the set up. The hour for hour exchange will be difficult for the Borough to do due to our limited staff.

Mrs. Plowman brought to Council's attention the amount of water purchased from Dover Township is a lot more than we are using. The Borough has been using under the minimum amount billed. President Kroft wondered where that will put use when a third well is up and running. Mr. Grim stated the interconnect used to be set at 50,000 gallon per day but was cut back to 30,000 per day which met the minimum at that time. Mr. Sabold stated there was an addendum done in 2007 that reduced our minimum so it could be cut back. The Borough's wells currently are not pumping at full capacity. They are only pumping 5-6 hours per day. In May 2020 Dover Township asked for an updated EDU figure. They switched the billing to a minimum per EDU. No new addendum was done or anything signed for this change. Mr. Grim is going to adjust the Township connection and cut back the hours on the Borough wells further so we are using what we are paying for. Discussion continued into the possibility of out sourcing water solely from York Water. This is something that may be considered in the future if we have to continue to buy a minimum of water that we are not using. Money would also be saved by not having to pay for weekend overtime hours. Our aging system could get to the point it would be too costly to repair. When the test drill well is finished, we will know if a third well will be back online and can be revisited this at that time.

New Business – Mr. Raffensberger stated his work hours are changing but he has it worked out to still be able to attend the Council meetings.

In Mrs. Koch absence she had submitted a few items of concern. One being that the sports teams had their porta potties removed from Ketterman Park. Since the park is now being used more than ever, she suggested the Borough placing one there. Mr. Slusser made a motion to get prices for an ADA unit and order from the lowest priced for use from now to October 31st. Ms. Snyder seconded the motion. President Kroft opposed. The motion carried with one opposition. There was a discussion of the possibility of permanent restrooms in the future.

With no further business to discuss, Mr. Raffensberger made a motion to adjourn with a second by Mr. Slusser. All were in favor. The meeting adjourned at 9:25 PM.

Respectfully submitted,

Brenda J. Plowman
Secretary/Treasurer