

## **MINUTES**

The regular monthly meeting of Dover Borough Council was held at Borough Hall, 46 Butter Road on Monday, March 7, 2022 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 February 7, 2022 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 26 calls in February. Five of those calls were in the Borough with approximately a \$200,000 loss from the fire on Fuller Court.
- Aptive Environmental is a business in the Borough which houses pesticides. The owner who also lives in the Borough has supplied a safety data booklet along with an emergency contact number. A copy will be at the fire company, with our EMA as well as the Borough office.
- The March calendar was reviewed. Mr. Sabold made a motion to approve the calendar as presented. Ms. Snyder seconded the motion and all were in favor.

EMA report – Ms. Zarlenga added we are currently under a wind advisory until 1 AM and severe thunderstorms until 9:30 PM. At the February 12<sup>th</sup> seminar, Mr. Sabold was added as the Dover Borough liaison and Mr. Raffensberger as Deputy. Ms. Zarlenga spoke to Chief Dettinger regarding the special needs' registry. This can be added onto the active alert mapping. Mr. Lipinski questioned if Aptive is within the wellhead protection zone and if they can store pesticides in that area. Ms. Sprenkel states the whole Borough is in wellhead protection area, some is zone 1 and some is zone 2.

Mr. Herrold presented Resolution # 2022-06 for adoption of the updated Emergency Operation Plan. Ms. Snyder made a motion to adopt Resolution # 2022-06 updating the Dover Borough Emergency Operations Plan. Mr. Slusser seconded the motion and all were in favor. Also presented was Resolution # 2022-07 for adopting the Dover Borough Pandemic and Infectious Disease Epidemic Plan. Mr. Sabold made a motion to adopt Resolution # 2022-07 Dover Borough Pandemic and Infectious Disease Epidemic Plan. Ms. Snyder seconded the motion and all were in favor.

Stacey MacNeal representing Doovertowne Apartments was present. She was present to request Council to consider placing handicapped spaces on Stoney Lane in the area of apartment 60E and 60F and inquired about the process. Ms. MacNeal handed out a map that showed the location of the request. Mr. Sabold states normally a property would provide their own handicapped parking for tenants. He felt if these street signs are posted, it could set a precedence for future request from tenants who may move in to other buildings. Ms. MacNeal explains the current parking lot is not as accessible for them as street parking would be. Chief Lash states this would fall under PA Vehicle Code 3354D2 where local authorities can establish special parking and it can be adopted by ordinance or resolution. He added usually a sign is placed at the space with the license plate number of who is allowed to park there. When these tenants move out this can be changed back. Ms. MacNeal states that reimbursement of the cost involved to do this would be acceptable. President Kroft asked Mr. Herrold to determine if an ordinance change is needed or just a Resolution until the next meeting. Council will look at the site and make a determination at the next meeting. Ms. MacNeal will provide Mr. Herrold the proof for the need of these handicapped spaces.

Chalet Harris from Dover Township Recreation Department was present. Since Union Fire & Hose is no longer holding the Halloween Parade and she does not have enough staff to put one together she was trying to do something else to celebrate Dover. Mrs. Harris is suggesting a joint street fair event with Dover Borough to be held on Butter Road and Ketterman Park. She presented a lot of ideas such as car show, carnival games,

DJ/Band, historical days, Historical Society Walking Tour, crafts, food trucks candle making, etc. But Ms. Harris is concerned about parking. Chief Dettinger pointed out they would not have electric and restrooms at Ketterman Park either. He made a suggestion that he could present this at the next fire company meeting to possibly allow them to hold the event at the Union Fire & Hose grounds. They have plenty of parking, restrooms and a stage for a band or DJ. Mrs. Harris liked this idea much better. Chief Dettinger suggested she email all the information to him and he will present it at the fire company meeting. She also inquired about using the fire company stage for the band to play from during their Red, White & Boom event in July.

## **SEWER**

*Public Works Report* – The resident at 33 E. Canal Street did not disconnect their floor drain from a previous back up issue and had a problem again. Because of their new furnace which has a drain line they have not closed it. Mr. Sabold stated there is a condensate pump available that would take care of that. There was not an issue on our line. They were going to snake their line. The issue was on their end. If this is a recurring problem, it will need to be addressed. Mr. Sabold suggested putting in the next newsletter information regarding floor drains.

*Engineer's Report* – Mr. Lipinski reported he is working on the bid documents for the 2022 sewer lining. The bids will be back by the April or May meeting.

*Solicitor's Report* – Nothing

*Old Business* – None

*New Business* – None

## **WATER**

*Public Works Report* - The water leak was found at 53 E. Canal Street. Mr. Grim states the loss of water was about 10,000 gallons per day.

*Engineer's Report* – Mr. Lipinski reported he contacted the USTIF representative regarding funds. He was directed to another person and found out the case number referenced on the letter is not the right case number. When this gets figured out Mr. Lipinski asked Council what they are looking for if they offer to settle the case. President Kroft felt it would be better to see what they offer first before any decision is made. Mr. Herrold agreed with this.

*Solicitor's Report* – Mr. Herrold reported he spoke to the PUC and they are not sure if the Borough is governed by them or not. It started with them saying we are subject to the jurisdiction of the PUC but having only a few outside customers may make a difference. This is what Mr. Grim referred to at the last meeting. Mr. Herrold is waiting to hear back from them. If we are subject to PUC the Borough can petition for a variation. Mr. Lipinski mentioned another municipality that was able to serve a few outside customers and was not subject to PUC. Mr. Herrold was told there is no active certificate of service for the Borough.

*Old Business* – None

*New Business* – Mr. Sabold mentioned a few wording changes need done on the new water billings. Council suggested having the total in bold and to add the pricing. This will be updated

## **BOROUGH**

*Public Works Report* – Nothing to add

*Zoning Manager's Report* – Ms. Sprenkel reported she received an email from Dover Township regarding the joint zoning ordinance. She thought before they put it out for bid that there would be some conversations about what should be included. They included that the Borough has a parking problem. Ms. Snyder believes that was something that had been mentioned during the joint comprehensive plan meetings. She felt something is off with the document especially since the dates are incorrect. Mr. Herrold felt it was unfinished. Ms. Snyder hoped it is not being submitted as it is. Ms. Sprenkel mentioned the wellhead protection should be looked at and updated. Ms. Sprenkel suggested Council each give a list of things that need to be looked at for updates. Council discussed the wellhead protection and some new regulations. An issue regarding chickens running freely in the area of Mayfield Street and Newlon Road was discussed. Ms. Sprenkel sent violation letters to the owners.

*Engineer's Report* – Mr. Lipinski reported that he and Mr. Herrold will be meeting to review the street opening ordinance. They have a sample of one the is much shorter to review. There are things that the Borough may want to include, such as when a travel lane needs to be resurfaced and the requirements. Those are not in the shorter version. Council would like more detailed requirements included.

*Solicitor's Report* – Mr. Herrold reported the Comcast cable franchise is coming up for renewal the end of 2022. He recommended the Borough use Dan Cohen from Cohen Law Group to handle the negotiations again. This year they have added a cable franchise audit. The fee will be approximately \$5,000 and he felt that it makes sense to have them do this. Mr. Ferry made a motion to allow Cohen Law Group to represent Dover Borough for the renewal of the Comcast Cable Franchise not to exceed \$5,525. Mr. Slusser seconded the motion and all were in favor.

Mr. Lipinski and Mr. Herrold left the meeting at 8:30 PM.

*Mayor's Report* – Nothing to add.

*Police Report* – President Kroft reported there were 92 calls in January which was up 10 from 2021. Chief Lash was present. He reported the Project Life Saver is up and running. This program started on Friday and they have one client so far and there were five referred out to the area they live in. This program is for at risk people who are known to be wanderers. There is a website and a registry for those interested in more information. President Kroft reported NYCRPD now has license plate readers on two cars. They have been focusing on the Manchester Township area. Since January 27<sup>th</sup> there has been 228 traffic stops initiated from the readers. They recovered four stolen vehicles, one stolen license plate, and arrested seven subjects that had warrants. They also made three drug arrests, one DUI and issued 276 traffic citations. The readers are mounted so plates can be read from both directions. The plate is read quickly and lights come on indicating any issues. Many of the municipalities are approving the purchase of a reader to be used in their area. The cost with extended warranty is \$22,000; most municipalities are paying \$20,000 of this cost. The readers are safer because officers can pay more attention to traffic and driving by having a plate number entered automatically instead of keying it into the system. This will also give access to a statewide data base called Cobra Watchlist. Specific plate numbers can be entered. If that plate gets scanned, it generates an email with the location, a date and time making it easier to track down people. This is always great for scanning plates after an incident too. Mr. Sabold inquired if there is a increase in truck traffic on Canal Street. Chief Lash explained they have been enforcing truck traffic on Butter and Nursey Roads so that pushes it elsewhere. When Intermediate Avenue is completed, it will relieve traffic at the square.

*Ambulance Club Report* – Mr. Raffensberger reported Ms. Anderson was out of town and there will be a report next month.

*Secretary's Report* – Mrs. Plowman added she has signed up to attend a PSAB webinar on Wednesday regarding the use of ARPA Funds. Several residents asked about removing the no parking signs from Mayfield Street and Newlon Road area. Council will discuss this at the next Council meeting.

*Treasurer's Report* – Ms. Snyder made a motion to approve the Treasurer's report as presented. Mr. Ferry seconded the motion and all were in favor.

*Old Business* – Council submitted and discussed ideas for use of the ARPA Funds. Council agreed some funds should go to emergency services and to the Borough water and sewer infrastructure. Mr. Slusser made a motion to donate \$50,000 to Union Fire & Hose for emergency equipment, \$20,000 to NYCRPD for a license plate reader, \$10,000 to Dover Area Ambulance for safety equipment and supplies with the balance of approximately \$128,000 going to water and sewer infrastructure in the Borough. Mr. Ferry seconded the motion and all were in favor.

The borough received a letter from District Attorney Dave Sunday. They are looking for donations for the Quick Response Team training. Chief Lash explained that NYCRPD has an officer that is a part of this program and that they make a sizable contribution so it is not necessary for the Borough to contribute.

The signed agreement with New Hope Ministries for the RACP grant has been received.

*New Business* – Ms. Snyder mentioned that Ms. Harris from Dover Township is organizing the Bunny Fest. They are looking for \$50 donations for gift basket that will be given as prizes. Each basket will have a card that includes the sponsor's name. Ms. Snyder made a motion to donate \$50 from the recreation budget to sponsor a gift basket for the Dover Township Bunny Fest on behalf of Dover Borough. Mr. Raffensberger seconded the motion and all were in favor.

Some customers at Wagg Meats are turning the wrong way when leaving their parking lot. This is a one-way street. Mr. Raber offered the space between the road and his privacy fence to place a No Left Turn sign. President Kroft asked Mr. Grim if he can take care of this.

With no further business to discuss, Mr. Ferry made a motion to adjourn with a second by Mr. Raffensberger. All were in favor. The meeting adjourned at 9:35 PM.

Respectfully submitted,

Brenda J. Plowman  
Secretary/Treasurer