

November 6, 2023

MINUTES

The regular monthly meeting of Dover Borough Council was held at Borough Hall, 46 Butter Road on Monday, November 6, 2023 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 October 2, 2023 minutes were reviewed. Ms. Snyder made a motion to approve the minutes as presented. Mr. Sabold seconded the motion. All were in favor.

The October 9, 2023 budget minutes were reviewed. Mrs. Plowman pointed out a correction on page 3, line 3. Borough was misspelled. Mr. Slusser made a motion to approve the minutes as corrected. Ms. Snyder seconded the motion. All were in favor.

The October 10, 2023 budget minutes were reviewed. Ms. Snyder made a motion to approve the minutes as presented. Mr. Slusser seconded the motion. All were in favor.

PUBLIC COMMENT

Chief McKeever provided the fire company report.

- They have received the final print of the new fire engine. It will arrive at the earliest May 2024.
- They responded to 36 calls in October. Eight of those calls were in the Borough with a zero loss. This brings the yearly total to 347 calls.
- The November calendar was reviewed. Chief McKeever added that on Nov 7, 8, 14 & 15 seven members will be going to the York County Fire School for incident safety class. Ms. Snyder made a motion to approve the calendar with the additions. Mr. Sabold seconded the motion and all were in favor.
- The inspection program was discussed. Vice President Sabold suggested that some of Council form a committee to work on this and then present it to the full Council. President Kroft suggested although the Borough does not currently have an actual inspection program, any inspection request for insurance purposes can be done by Chief McKeever.
- Mr. Kroft reported the tree lighting event will be November 24th from 5:00 – 7:00 PM at the fire department. The tree lighting will be at 7:15 on the square.

EMA report – Ms. Zarlenga noted she submitted all of her receipts for the conference. She will be assisting at the York County Elections tomorrow.

Kent Anderson from KNA Properties was present in regards to the sewer and water hook up fees. He asked for some consideration and possibly waving the fees since they have paid a lot already to put the connections in. Mr. Sabold states it is a fee that was established for anybody hooking up to the system. Mr. Herrold states it is in the ordinance so from a legal stand point Council could not be authorized to wave it. The ordinance could be changed but that would be for future projects. Mr. Anderson added some other municipalities he

has worked in have waved this when he paid to put the lateral in and hook up. Mr. Herrold will look into the ordinance further to see if we are able to wave the fee. President Kroft states when we know that, then Council can discuss and consider if any waiver will be given.

Kay Baughman from 315 Elmwood Drive was present in regards to a drainage pipe issue with her neighbor that she says drains onto her property. She explained what transpired with the pipes. Mr. Herrold, suggest she contact an attorney since it is a neighbor dispute and not a Borough issue.

SEWER

Public Works Report – Mr. Grim had a homeowner ask if they can dump their holding tank from their camper into the sewer line. This would not be legal and there is an ordinance prohibiting it. Mr. Grim reported a total of six or seven loads of sludge will be hauled from the sewer plant.

Engineer's Report – Mr. Lipinski is working on the sewer laterals bid documents in order to receive the bids in January. The work will then be done in the spring of 2024. He wondered when Council felt the best time to televise the lines would be based on rainfall data. April and May tend to be high rainfall months so that is when it will be done. Part of the sewer line will be replaced when the culvert is replaced on Butter Road. PVC pipe will be used from manhole 73 to manhole 100. The clarifiers still need repaired at the sewer plant. Mr. Lipinski contacted Dutchland for potential solutions since these have been repaired before. He is looking to possibly sawcut about a foot of the top of the wall off, epoxy rebar into place, rebar the top and pour a new top. Dutchland may have alternate suggestions.

Solicitor's Report – None

Old Business – None

New Business – None

WATER

Public Works Report - Nothing to add.

Engineer's Report – Mr. Lipinski reported he contacted DEP in regards to closing well #6. There are forms and documents that need to be submitted. DEP questioned if the Borough will have enough water supply for the residents. Documentation will need to be submitted. The Butter Road water line replacement will take place when the culvert project is done. The type of line currently in place needs verified. A new line may need to be run from valve to valve. Mr. Slusser suggested to get a vac company in to be able to find out what pipe it is. Mr. Grim will check with Dover Township about doing this for the Borough.

Solicitor's Report – None

Old Business – None

New Business – None

BOROUGH

Public Works Report – Mr. Grim received a third quote from Restuccia Excavating for the work to be done to the tot lot at Ketterman Park in the amount of \$22,300. C & H had previously quoted \$21,941 and Clearview Excavating at \$20,000. Mr. Slusser made a motion to approve Clearview Excavating to repair the tot lot at Ketterman Park in the amount of \$20,000. Mr. Raffensberger seconded the motion and all were in favor. Mr. Slusser made a motion to approve the purchase and installing of mulch from River Valley not to exceed \$5,000. Ms. Snyder seconded the motion and all were in favor. Mr. Grim states they are in need of a new leaf blower. He would like to purchase the back-pack style. Council states he does not need to have preapproval for this, he can go ahead and purchase one.

Zoning Manager's Report – Mr. Herrold states there is a summary trial on a violation that Ms. Sprenkel had cited. He says someone from Council needs authorized to testify that the violation is still there. Council suggested Joseph Sabold to testify for this. Mr. Sabold would like someone else to also attend. Ms. Snyder made a motion for Borough Council to authorize Joseph Sabold to be our representative at the summary hearing in regards to the property at 39 W. Canal Street. Mr. Raffensberger seconded the motion and all were in favor.

Engineer's Report – Mr. Lipinski reported there are lots of emails going back and forth in reference to Norma's Ridge stormwater drainage issue. Mr. Herrold will be reviewing the comments he received to the developer's agreement. He sent the requested letter to PennDOT.

Mr. Lipinski would like to get bids back in February or March of 2024 for the Butter Road culvert replacement. He is going to include the City Hall Drive/Butter Road stormwater repair. Council suggested bidding them separately. The culvert replacement is a priority. Depending on the cost of them the stormwater repair may need to be put on hold. The drainage area of Meadow /Fairview/Canal Road has improved since Columbia Gas repaved the area. This project will be put on hold until we see if any issue continues in that area. The scheduling of the Elmwood Drive paving project will depend on when the lateral work is done. There is a DCED grant available from gaming. The funds are to be used for things of public benefit for facilities that are owned by the grant recipient. There are two grants available. One is solely for York County recipients with submittal due the end of October. The state wide grant is for the entire state with submittal due the end of November. Ketterman Park is not Borough owned property but the equipment is Borough owned and maintained. Council felt this is short notice to get submitted for this year. These will be ongoing grants. Mr. Lipinski will see if there is a possibility to get the application completed in time. If not, it will be looked at for next year.

Solicitor's Report – In reference to Norma's Ridge, Mr. Herrold reported and that Dover Township is requesting the builder take care of replacing the line and that an agreement will be worked on between Dover Township and Dover Borough for the maintenance of it.

Mr. Lipinski and Mr. Herrold left the meeting at 8:33 PM.

Mayor's Report – Nothing to add.

Police Report – President Kroft reported calls were down by 64 for September. This gives a total decrease of 140 calls for the year. The contractor has started to move land where the new police station is going. Lt. Neidigh reported the municipal appreciation luncheon will be December 6th at the substation and the 7th at the range building by the police station from 11 AM – 1 PM. The family Christmas party is December 8th at 5:30 PM. The Toys for Tots toy collection will be November 25th from 11 AM - 3 PM at the police station and at Bailey Coach.

Ambulance Club Report – Mr. Raffensberger reported there is no meeting in November. The next one will be December 5th.

Secretary's Report – Mrs. Plowman stated a check was received for the storm damage on September 7th. Mrs. Plowman checked on the cost of adding another cell phone for the EMA. The cost would be \$5 a month for 36 months for an SE 3rd generation iPhone plus \$20 for the line. Mr. Slusser made a motion to approve the purchase of the SE 3rd generation iPhone for approximately \$30 per month to be paid from the EMA budget. Mr. Raffensberger seconded the motion and all were in favor. The Pitney Bowes postage machine needs upgraded. The cost will be \$41.64 per quarter more. Mrs. Plowman adjusted the budget to reflect this.

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

Old Business – Mr. Slusser made a motion to advertise the 2024 budgets for the five funds. Mr. Ferry seconded the motion and all were in favor. The budgets will be adopted at the December meeting.

New Business – President Kroft mentioned a Vacancy Board Chairman is needed to replace Christine Milhimes. Someone will need appointed at the reorganization meeting on January 2, 2024. The DA office is looking for donations for the Quick Response Team. NYCRPD donates to this so we are already contributing to it. There is a solvency fee with Labor & Industry. It is not something we are required to pay. In the past the Borough has waved this and will again for 2024.

A form was received from the Department of Emergency Services. If the fire department or EMS wants to change their boxes of who is due on calls, historically it has to come before Council for approval and a signature by the highest ranking official in the Borough. We can designate an individual to do that instead of them coming to Borough Council. Council agreed to keep it the same so that Council can be sure any change is for the benefit of Borough residents. Mr. Ferry made a motion to send the paperwork back stating that the highest-ranking official must sign off on any changes for fire and EMS responses for Dover Borough. Mr. Slusser seconded the motion and all were in favor.

Chuck Richards from Dover Township contacted President Kroft in reference to complaints about Spring Valley Mulch trucks using Butter Road instead of Canal Road. Apparently, the trucks are using jake brakes early in the morning and late at night waking residents. Dover Township is looking at an ordinance that would limit truck traffic to local deliveries only

from Nursery Road to the Borough line on Butter Road. The only time Spring Valley could come through there would be to drop off or pick up trailers at Pro Pallet. Mr. Richards is proposing that the Borough do the same type ordinance on Butter Road from Meadow Road to Main Street. Per Mr. Lipinski, a traffic study would need to be done. York County would be able to do this which would minimize the cost. We could do the traffic study together with Dover Township. This change would eliminate our street signs being run over at Butter Road and Main Street.

President Kroft had a resident contact him in regards to Rescue 9 speeding through the Borough. The Borough had sent a letter to them in 2016 about this same issue. The law states you can go over the speed limit with due cause. The NFDA states a maximum of 10 mile over the limit is acceptable. Union Fire & Hose standard is no more than 5-7 mph over the speed limit especially in residential areas. President Kroft spoke to Mr. Richards about this.

Mr. Sabold thanked Council for the cards and flowers he received due to the loss of his brother-in-law.

With no further business to discuss, Mr. Slusser made a motion to adjourn with a second by Mr. Raffensberger. All were in favor. The meeting adjourned at 9:30 PM.

Respectfully submitted,

Brenda J. Plowman
Secretary/Treasurer