

MINUTES

The regular monthly meeting of Dover Borough Council was held at Borough Hall, 46 Butter Road on Monday, February 6, 2023 at 7:00 pm. Mr. Slusser and Mr. Ferry 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 January 9, 2023 minutes were reviewed. Mr. Sabold made a motion to approve the minutes as presented. Ms. Snyder seconded the motion. All were in favor.

PUBLIC COMMENT

Duty Chief McKeever was absent. President Kroft provided the fire company report.

- They responded to 48 calls in January. Five of those calls were in the Borough. There was a zero loss.
- January 2023 was the busiest month they have ever had at the department.
- The February calendar was reviewed. Ms. Snyder made a motion to approve the calendar as presented. Mr. Sabold seconded the motion and all were in favor.

EMA report – Ms. Zarlenga received information regarding the National Incident Management System Training Program. York County is going to offer the G402 NIMS Overview for Senior Officials which is for executives and senior officials such as Borough Council. This will be held February 22, 2023 from 8-11 AM. Ms. Zarlenga attends the fire company meetings. The President told her she is welcome to share any type of information that is beneficial to them and will be added to the agenda. Her schedule will be changing and she will be able to be at the station more and will be working on the special need's information

SEWER

Public Works Report – Nothing to add

Engineer's Report – Mr. Lipinski did not meet with Mr. Grim to work on the 2023 sewer project since the street work project needed to be finished first.

Solicitor's Report – Nothing

Old Business – The sewer letters are still under review.

New Business – None

WATER

Public Works Report - Mr. Grim reported the current violation letter has some time limits on what needs to be done. The current quarterly test results came back at 3.26 for Gross Alpha. The rolling average is still high. If the next result is over the limit, we will need to send another letter to residents. Mr. Sabold asked if we shut the well down, could we continue to sample it to see if the numbers come down. Mr. Grim states we definitely would need to continue sampling the well even if we stop using it. It is cost prohibitive for the Borough to do what they require to treat and dispose of the waste. Ms. Snyder asked if we shut it down and the numbers continue to improve what is involved to put it back on line. Mr. Grim says it would be a matter of opening the valve. President Kroft suggested informing DEP the well will be taken off line from our system. We will continue to test the well and the Borough will purchase additional water from Dover Township. Mrs. Koch wondered if we should get all water from Dover Township and shut our well system down completely. The Borough would continue to disperse through our water system. Mrs. Plowman already checked with Dover Township about

purchasing additional water if needed. They would like to be informed prior to that happening. In our current contract, we are able to draw up to 150,000 gallons per day. In January we drew 69,000 per day which is higher than normal because of a leak somewhere in our system. Mr. Grim added that well #5 is working fine and water testing is good. Council agreed to take well # 6 offline. Mr. Lipinski will be setting up a meeting for Mr. Grim, Mr. Herrold and himself to meet with DEP to let them know what Borough Council plans to do and ask if we would get three or four quarters with the numbers down, if we can put it back online. We would then know exactly what is expected. March 3rd is when the consultant needs to be contacted, and a letter, explaining the Borough's plans must be sent in by March 17th. Mr. Herrold mentioned we may need to get an environmental attorney involved that handles these situations before a response letter is done.

Engineer's Report –

Solicitor's Report – Nothing

Old Business – None

New Business – None

BOROUGH

Public Works Report –

Zoning Manager's Report – Ms. Sprenkel added a three-lot subdivision was submitted and a Planning Commission meeting will be March 8th to review it. A Zoning Hearing Board meeting was held regarding making a building into a multi-family dwelling. Mr. Sabold states there are some contradictions in the Zoning Code regarding the required habitable square footage. In the Code 160-6-I it says minimum dwelling unit is 700 sq. ft. Under 160-16, it says the minimum habitable square feet is 700. Then under definitions 160-3 it talks about the habitable floor space. It states bathrooms, closets and stairways are part of the square footage but the building code is different. Mr. Herrold states a zoning text amendment would be needed to correct this. Ms. Sprenkel mentioned that she could do this along with the zoning update that is being worked on with the joint zoning rewrite. He agreed that would be the time to make the change. Mr. Sabold suggest the Borough purchase a building code book.

Engineer's Report – Mr. Lipinski reported he received two proposals from Dan at Clearview Excavating. The first proposal for Rachael Road is \$7,600 to repair and regrout the inlets, backfill behind the inlets, excavate the sinkhole, recompact the subgrade, add stone and pave. The second proposal for Butter Road is \$2,100 to install a temporary sidewalk repair by the culvert that needs replaced. This would include using hot mix under the sidewalk, compact under the sidewalk, place hot mix on the banks to prevent it from washing away, reinstall fence and stabilize everything. Mr. Sabold made a motion to approve Clearview Excavating proposal # 715 for Rachael Road for \$7,600 and proposal #717 to repair Butter Road sidewalk for \$2,100. Ms. Snyder seconded the motion. Mrs. Plowman asked which funds these would be paid from. Mr. Lipinski stated the Rachael Road project could be paid from liquid fuels funds. Mr. Herrold recommended making two motions. Mr. Sabold rescinded the motion. Mr. Sabold made a motion to approve Clearview Excavating Proposal # 715 for the Rachael Road repair in the amount of \$7,600 to be paid from the liquid fuels account. Ms. Snyder seconded the motion and all were in favor.

Mr. Sabold made a motion to approve Clearview Excavating Proposal # 717 for temporary sidewalk repair on Butter Road in the amount of \$2,100 to be paid from general funds. Ms. Snyder seconded the motion and all were in favor. Mr. Lipinski reported that he contacted York Excavating about the sidewalk at the inlet on the west side of Meadow Road which they had previously repaired. The original contract called for 4" of stone and 4" of concrete for the sidewalk. He contacted them since the sidewalk is only 2" thick. York Excavating was out to look at this and agreed to correct the issue at no cost. They also looked at Willow Run Road where there is a dip by the inlet. They are also going to repair this at no cost. The work was done in 2020 and normally only carries a one-year guarantee but since it was not done to specifications, they agreed to correct it.

Mr. Lipinski received the subdivision plan for KNA Properties. He will review this and forward his comments.

Mr. Lipinski has some concerns regarding the Norma's Ridge development that is planned on E. Canal Street just past the Delwood development. This will be a 55 multifamily residential apartment complex. He contacted the engineer since he did not see the actual plans. Only a sight plan was seen prior to the PennDOT scoping meeting which did not show grading or stormwater. He contacted PennDOT who has some concerns as well. An onsite meeting will be held Wednesday at 12:30 to review the water culvert which will discharge from this property right into the inlet. In speaking with the engineer, the HOP has not been issued yet but he feels it is going to be imminent. Mr. Lipinski will contact the HOP department to see if they are going to issue it or if they can hold off until after the meeting. The applicant should be Dover Township but they do not want to own and maintain it, PennDOT doesn't want to own and maintain it so it is being discharged to the grate.

Mr. Lipinski asked how the Borough handles sidewalks. He noticed a bad section on Meadow Road. Sidewalks are homeowners' responsibility. There was discussion on who enforces this. Ms. Sprenkel stated that the ordinance says the notice comes from Council. Columbia Gas has some sidewalks to repair in the area and they may take care of that as well since they had been running their equipment through that area which made it break apart more. Mr. Lipinski will try to speak to them about taking care of it.

Solicitor's Report – Mr. Herrold would like to have the fire fighter tax credit added to the agenda for the joint meeting with Dover Township for next Monday.

Mr. Lipinski and Mr. Herrold left the meeting at 8:00 PM.

Mayor's Report – Nothing to add.

Police Report – President Kroft reported the calls were up by four for December which gave a total increase of 232 for year 2022. The SRO at the middle school is reporting more incidents than previously which changes the total call number. The RACP Grant for the new building is currently being worked on through the Redevelopment Authority of the County of York (RACY). A bid has been put out for a loan. The RFP's have been put out for the cell tower at the substation. They hope to hear in March the status of the grant for new radio equipment. The new equipment will be interoperable.

Ambulance Club Report – They are working on putting two fulltime crews in place.

Secretary's Report – Mrs. Plowman added that she found out our PLGIT account is not set up the way we intended. Funds are going into one account. Sewer funds and general funds should be in separate accounts. More forms will be filed to change this. Jan Eisenhart dropped information off regarding purchasing trees. Mrs. Plowman forwarded this to Council to see if there is any interest in adding trees to the park. Mr. Sabold took the information to review.

Treasurer's Report – Mrs. Plowman paid the laptop for the new water reading system from the water fund. The new reading system was already paid from the water fund. Council agreed with this being paid from water. The GIS iPad was paid from the general fund. This will be used for four components, water, sewer, streets and stormwater. After discussion it was agreed this should be split with 50% from general fund, 25% from water fund and 25% from sewer fund. Mrs. Plowman will transfer funds from water and sewer into the general fund for this reimbursement. Ms. Snyder made a motion to approve the treasurer's report as presented. Mr. Raffensberger seconded the motion and all were in favor.

Old Business – Mrs. Koch suggested considering repainting of the curbs, crosswalks and hydrants. Since the schedules of our Public Works are already full it was suggested to look into the inmate work release for this.

New Business – Dover High School submitted a request for approval from the Borough for the annual Homecoming Parade. Mr. Sabold made a motion to give approval for the Homecoming Parade request to be held September 23, 2023 pending their permit approvals. Ms. Snyder seconded the motion and all were in favor.

A Resolution honoring George Airing was presented. Ms. Snyder made a motion to approve Resolution # 2023-08 honoring George Airing. Mr. Sabold seconded the motion and all were in favor. Mr. Sabold suggested using

different color paper for the Resolutions that are framed for presentation. Mrs. Plowman will take care of getting something different and reprinting.

With no further business to discuss, Mr. Raffensberger made a motion to adjourn with a second by Mr. Sabold. All were in favor. The meeting adjourned at 8:37 PM.

Respectfully submitted,

Brenda J. Plowman
Secretary/Treasurer