

January 2, 2024

MINUTES

The reorganizational meeting of Dover Borough Council was held at Borough Hall, 46 Butter Road on Tuesday January 2, 2024 at 7:00 pm. Council members in attendance were Lori Koch, Andrew Kroft, Jeff Raffensberger, Joseph Sabold, Thomas Slusser Jr. and Cynthia Snyder. Mayor Hernley opened the meeting with a moment of silent prayer followed by the Pledge of Allegiance.

District Justice David Eshbach administered the oath of office to reelected officials. Those taking the oath of office included Council members Andrew Kroft and Jeff Raffensberger.

Mayor Hernley called for nominations for Council President. Mrs. Koch nominated Mr. Sabold; a brief discussion took place when Mr. Sabold mentioned to Mr. Herrold that a second is not required for a reorganization meeting as per PSBA literature. It was agreed that a second was not needed. Mr. Slusser nominated Mr. Kroft. A vote was taken by paper ballot. The mayor counted votes and Andrew Kroft was elected Council President with four votes. Mayor Hernley called for nominations for Council Vice-President. Mrs. Koch nominated Mr. Sabold. There were no other nominations. Mr. Sabold was elected Council Vice-President. Mayor Hernley yielded the meeting to Andrew Kroft.

President Kroft asked for nominations for Borough Solicitor. Mr. Sabold made a motion to reappoint Mr. Andrew Herrold and MPL Law Firm as solicitor for the Borough. Ms. Snyder seconded the motion. There were no other nominations. The motion passed unanimously.

President Kroft asked for nominations for Borough Engineer. Mr. Sabold made a motion to reappoint JR Holley & Associates representative David Lipinski as Borough engineer. There were no other nominations. Mrs. Koch seconded the motion. The motion carried with one nay by Mr. Slusser.

President Kroft called for nominations to appoint the Secretary-Treasurer. Ms. Snyder made a motion to reappoint Brenda Plowman as Borough Secretary-Treasurer. Mr. Slusser seconded the motion. There were no other nominations. The motion passed unanimously.

Mr. Herrold discussed the procedure for filling the current vacant Council seat. It is required by the vote of the Council to fill the vacant seat within 30 days from January 2nd. He states this can be done by Resolution tonight or a special meeting can be held. Mr. Herrold recommends a motion to amend tonight's agenda. Mr. Slusser made a motion to amend tonight's agenda to include the discussion and filling of the vacant council seat. Ms. Snyder seconded the motion and all were in favor. A Vacancy Board chair is also needed. In the case of a tie, they would be the deciding vote. Mr. Sabold made a motion to hold a special meeting to appoint a Vacancy Board chair and the open Council seat on Monday January 29th at 7 PM. Ms. Snyder seconded the motion and all were in favor. A Vacancy Board chair would be appointed at the start of the meeting in the event of a tie for the Council seat. Residents who received write-in votes will be contacted to see if they are interested in the position. The meeting will be advertised and posted on the webpage.

The December 4, 2023 meeting minutes were reviewed. Mr. Slusser made a motion to

approve the minutes as presented. Mr. Raffensberger seconded the motion and all were in favor.

PUBLIC COMMENT

Chief McKeever provided the fire company report

- They responded to 29 calls in December. Two of those calls were in the Borough with a \$150,000 loss.
- In 2023, the fire company responded to 394 calls, 44 of those were in the Borough with a \$150,000 loss.
- Hazmat training will be February 18th at the station. CPR & AED training will be held March 9th.
- Mr. Sabold made a motion to approve the January calendar. Mr. Raffensberger seconded the motion and all were in favor.
- Chief McKeever started receiving paperwork from members for the first responder tax credit. He was instructed to forward it to the county since the borough did not resolve or approve the tax credit.
- At the York County Fire Chief's meeting, they took a no confidence vote for the 911 CAD System and the person running it because of recent issues.
- Mr. Sabold thanked the Chief and the fire department for Christmas morning taking Santa through the Borough. It was very nice.

EMA Report – Ms. Zarlenga shared the list of companies for disaster debris management. She asked for input on the names or any additions. She asked Chief McKeever and Mr. Grim to look at the equipment list for their status. There will be emergency management for municipal officers. She is checking when the county will hold this. If it is not for a while, she will hold one herself for Council. The current notebooks will be updated as well. Mr. Sabold reported at Ms. Zarlenga's request he attended the December 15th Hazard Mitigation training via zoom. The top hazards were substance use disorder and the pandemic.

SEWER

Public Works Report – Nothing to add.

Engineer's Report – Mr. Lipinski did not arrive yet.

Solicitor's Report – Nothing to report.

Old Business – Mr. Sabold asked Mr. Grim if he had any new information on the repair plans for the sewer plant. Mr. Grim does not.

New Business– Nothing to report

WATER

Public Works Report – Nothing to add.

Engineer's Report –

Solicitor's Report – Nothing to report

Old Business – Ms. Snyder asked if there is a plan for handling the resident that is not being billed for water. Mr. Grim did not find any curb stop. Mr. Herrold recommends speaking to the homeowner to determine their source of water. After that, the next step will be determined.

New Business – Nothing to report

BOROUGH

Public Works – Nothing to add.

Zoning Report – Mrs. Koch inquired about an occupancy permit for the car lot that reopened on S. Main Street where Creekside was. President Kroft introduced George Wasilko. He will be the new Zoning Officer for the Borough. Mrs. Koch made a motion to appoint Mr. George Wasilko as the new zoning officer effective January 9, 2024. Mr. Sabold seconded the motion and all were in favor.

Engineer's Report – In Mr. Lipinski's absence, Mr. Sabold reported that on December 13th the Planning Commission reviewed the County and engineers' comments on the subdivision between Carla Shermeyer 30 Butter Road and Manhattan Creek properties 50 N. Queen Street. The Planning Commission is recommending to Council approval of the subdivision. Lee Faircloth from Gordon L. Brown Assoc. and Michael Gladfelter from Emig Funeral Home were present. Mr. Herrold addressed Mr. Lipinski's concern about the paper alley. Mr. Herrold recommended to leave them as is at this time. Mr. Slusser made a motion to approve the presented subdivision plan. Mr. Raffensberger seconded the motion and all were in favor. The plans will be signed after the meeting. Mrs. Plowman will contact them when they are ready to pick up.

Solicitor's Report – Mr. Herrold gave an update on the summary trial for 39 W. Canal Street. Because the property owner suffered loss from a fire, they asked the judge to continue it for 3 months to give her an opportunity to come into compliance. The Judge accepted the recommendation. March 28th will be the continued summary trial. If she has come into compliance, it may be dismissed at that time

Mr. Lipinski arrived at 8:20 PM due to delayed reorganization meetings in his other municipalities.

Engineer Sewer - Mr. Lipinski reported the televising bids are going out this week. These will be awarded at the February meeting. He received a message from Dutchland saying they have a possible solution to repair the clarifiers. He will contact them to discuss the options.

Engineer Water – He has not heard anything from DEP in regards to revoking the well permit.

Engineer Borough – In reference to the subdivision approval, you have to also do DEP sewage planning. At the Planning Commission meeting, they approved the sewage planning module. Since there are no plans for the land, a non-building waiver can be done. Council needs to approve President Kroft to sign this. Mr. Slusser made a motion to approve Council to sign the sewage module waiver. Mr. Sabold seconded the motion and all were in favor. Mr. Lipinski is getting ready to put the Butter Road culvert replacement project out for bids. Elmwood paving will be done after the sewer lateral work is done.

Mr. Herrold and Mr. Lipinski left the meeting at 8:35 PM.

Mayor's Report – Mayor Hernley report he performed a wedding on Sunday.

Police Report – President Kroft reported that calls were down 47 for November, down 272 for the year. This was caused by a change in the SRO of things they write up or not. The building bids are due by Friday and will be opened at the January 16th commissioners meeting. Lt. Neidigh reported they had six cadets that graduated and are on the street with a field training officer. They received a handheld device that uses a laser to identify drugs and substances so officers do not need to handle unknown substances. They will have three of these units available to use. President Kroft, mentioned there are cars parking against traffic again, he will alert the officers about it.

Ambulance Club Report – Mr. Raffensberger reported that there were 2,454 calls in 2023. Their next meeting is January 9th.

Secretary's Report – Mrs. Plowman was absent due to sickness.

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

Old Business – Mr. Sabold asked about forming a committee to review the rental inspection options. President Kroft will revise the committees after the other Council seat is filled.

New Business – Ms. Snyder is working on the spring newsletter. She will include the new zoning officer information.

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 8:57 pm.

Respectfully submitted,

Brenda J. Plowman
Secretary/Treasurer