

**MINUTES**

The regular monthly meeting of Dover Borough Council was held at Borough Hall, 46 Butter Road on Monday, February 5, 2024 at 7:00 pm. Mr. Raffensberger was absent and 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 January 2, 2024 minutes were reviewed. Ms. Snyder made a motion to approve the minutes as presented. Mr. Sabold seconded the motion. All were in favor.

The January 29, 2024 minutes were reviewed. Mr. Sabold made a motion to approve the minutes as presented. Ms. Snyder seconded the motion. All were in favor.

Mr. Hassinger presented a letter of resignation from the Planning Commission. Ms. Snyder made a motion to accept the resignation letter presented. Mr. Slusser seconded the motion and all were in favor.

Mr. Herrold presented Resolution # 2024-07 appointing Guy Hassinger to Council. Ms. Snyder made a motion to approve Resolution # 2024-07. Mrs. Koch seconded the motion and all were in favor.

**PUBLIC COMMENT**

Deputy Chief McKeever provided the fire company report.

- They responded to 25 calls in January. Five of those calls were in the Borough. There was a zero loss.
- They are holding three trainings this month.
- There will be a meat drawing and chicken corn soup sale for fundraisers this month.
- The Fire Chief would like to meet with Council to have a meet and greet. He will be setting a date for this. Mr. Herrold reminded them to have no deliberations so not to violate the Sunshine Law.
- Mr. Hassinger enquired about the Jr. Chief. Deputy Chief McKeever says he is doing great.
- 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 her sentence was cut off in her report and it should say that Mayor Hernley took care of the snow emergencies last month. She attended the 2200 course and will be putting information from that into the book. Council will get copies of this. The EOP was updated to include member changes and the fire company was added to the distribution list. Resolution # 2024-06 for the updated EOP was presented. Ms. Snyder made a motion to approve Resolution 2024-06. Mr. Slusser seconded the motion and all were in favor.

**SEWER**

*Public Works Report* – Nothing to add.

*Engineer's Report* – Mr. Lipinski reported he prepared information to submit for the televising project to Mr. Rehab, Insight Pipe and USG. Since this will fall under maintenance, it does not need to go out for bids. He found out that Columbia Gas will be replacing gas lines of certain age and condition and will provide the municipalities with televising videos. He specifically asked Columbia Gas if they are doing any work in Dover Borough in the Delwood development. He wants to know which way Council would like to go, contract for televising or wait to confirm with Columbia Gas and save thousands of dollars by using their videos. Mr. Grim says they already replaced half of the lines in Delwood. Mr. Slusser is concerned that we do not know what time of the year they did the videos or when they will be doing more. The Borough wants the televising done in the spring because of infiltration at that time. President Kroft encouraged him to keep moving forward with getting quotes.

Mr. Lipinski spoke to Dutchland in reference to the clarifiers that need repaired. They recommend using a stiff epoxy product and explained the procedure. This product at 28 days can withstand 17,000 PSI compared to concrete at 4-5,000 PSI. This procedure would cost about \$90,000 per tank and they would be out of service for approximately two months. Two of the tanks need repaired. Another option could be to clean out where it has been patched previously and clean out the new broken areas. This would have a mix of materials and we would not know how long it would hold up. This cost would be about \$20,000. Mr. Slusser asked what warranty is on the \$90,000 repair. Mr. Lipinski will check. Mr. Slusser feels we should fix it for the long haul which will ultimately save money. This is something the Borough would want to do the middle or end of summer when it is typically a drier time of the year. This may be under maintenance especially since there are limited companies that offer this type of service. Mr. Grim would like to find out what other sewer plants have had this done to hear how it is working out for them.

*Solicitor's Report* – Nothing

*Old Business* – None

*New Business* – None

## **WATER**

*Public Works Report* -Mr. Grim spoke to the homeowner at 1735 E. Canal Road. The property is operating on a well and believes there was an understanding with the Borough that gave a right-of-way through her yard. President Kroft states that should be part of the deed, Mr. Herrold agreed. Mr. Herrold will check the deed and prepare a letter if not included. It was agreed because of the cost associated to hooking into the water system to give ample time for this to happen. The two neighbors were also on wells and have since connected to the water system.

Mr. Grim reported we received the permit to close the Borough well and this needs to happen within 30 days from January 29<sup>th</sup>. He has contacted E.K. Services. He will be contacting Eichelberger's to pull the well and abandon it according to DEP regulations. After that the Borough will have another 30 days to fill out their form and send it into PA

Geological survey.

Mr. Grim also reported they are looking for another water leak since the water tower has been down.

*Engineer's Report* –Nothing

*Solicitor's Report* – Nothing

*Old Business* – None

*New Business* – The fire hydrant flow tester meter is no longer working. The last time the hydrants were tested was in 2000. Every couple of years as part of the ISO rating these numbers need updated. This is part of what determines your homeowner's insurance rates. They ask for the gallon per minute flow of the hydrants. The cost of a new one that would test the flow and pressure is from \$200 - \$600 depending if it is analog or digital. Council agreed this should be purchased under maintenance. In the past the ISO (Insurance Services Office) rating has been low therefore, the fire company has a water tanker to assist if the hydrant has low water pressure. Mrs. Koch mentioned the hydrants should be painted again. President Kroft states the state has a recommendation of painting the top of hydrants according to the water pressure. If a hydrant has less than 399 GPM the top is recommended to be painted black, red for 499 GPM and under, Orange 500 – 900 GPM, green 1,000 – 1,400 GPM and blue for 1,500 GPM and over. In the past test we had two on N. Main Street and two on S. Main Street that had over 1,000 GPM.

Ms. Snyder made a motion to wave the water fee for Union Fire & Hose for 2024. Mr. Sabold seconded the motion and all were in favor.

## **BOROUGH**

*Public Works Report* – Mr. Slusser thanked public works for doing a good job with snow plowing.

*Zoning Manager's Report* – Mr. Wasilko updated #7 on his report that the permit application has been received and sent to CCIS. He followed up on Mrs. Koch question at the last meeting about the car dealer on S. Main Street. He confirmed they do have an occupancy permit. Mr. Sabold thanked Mr. Wasilko for his great report. The subject of chickens and other animals was discussed. The ordinance doesn't have a clear regulation. Mr. Herrold stated some ordinances have a use not provided for when this happens. This will be researched further. Mr. Wasilko will be attending zoning training this month.

*Engineer's Report* – Mr. Lipinski reported he has been working on the design for the Butter Road replacement culvert project. He spoke to Mr. Grim and the neighbors in that area and is analyzing the drainage area and swales. He does not think we will need a new box culvert as previously thought. He is looking at installing new inlets, headwalls and a new pipe since this would be much less disturbance to the area and more economical. When we were planning to replace the culvert, the water and sewer lines beneath were going to be replaced as well. There is concern of damaging them if not replaced. Mr. Sabold agreed this could be done and it would cut a lot of expense. After a discussion on how this will be done

Council agreed to proceed with this plan.

*Solicitor's Report* – Mr. Herrold presented Resolutions # 2024-01 through 2024-05 for special event dinners with alcohol at Union Fire & Hose. The event dates are April 13, 2024, May 18, 2024, August 3, 2024, September 14, 2024 and November 9, 2024. Ms. Snyder made a motion to approve Resolutions 2024-01 through 2024-05 allowing alcohol to be served at the special dinner events as listed at Union Fire & Hose. Mrs. Koch seconded the motion and all were in favor.

Mr. Lipinski and Mr. Herrold left the meeting at 8:38 PM.

*Mayor's Report* – He thanked Mr. Wasilko for the outstanding job he is doing.

*Police Report* – President Kroft reported calls were down 35 for the month of January although the department is up as a whole. Lt. Neidigh reported the new radios and body cameras they were able to get with the grant are in the process of being installed. They expect everything to be in use within the next two weeks. There was an issue with the plumbing contract for the new station. They will be awarding four contracts at the February meeting.

*Ambulance Club Report* – Mr. Raffensberger was absent. President Kroft reported there is an issue with the radio programmer and he has not been out to program the radio in the new ambulance. If they go on any calls with that unit, they have to use the portable radio until this is resolved. The programmer has a contract with the County and is the only one that can do this. After the County Commissioners learned of some issues that had previously been unaware of, the director of 911 abruptly resigned. The fire company's new engine will be in at the end of April or beginning of May and may not be able to get the radios installed for 6 months.

*Secretary's Report* – Mrs. Plowman added that if Council has anything to add to the joint meeting agenda with Dover Township to let her know. There was an issue with the water billing from Dover Township. This was discussed and will be added to the joint meeting agenda pending more research. Ms. Snyder states she went to a volunteer meeting that Ms. Harris from Dover Township held. They received a peer-to-peer grant and we will need to make a decision at some time if we want to have a joint recreation board with Dover Township. Mr. Sabold would like the Borough to be involved at some point with the roadways, the bypass around Dover and the traffic circle at Harmony Grove Road. The main concern to discuss with the Township is infrastructure especially with the increased truck traffic from the warehouses that are going to be built. This is a big concern.

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

*Old Business* – Mr. Sabold asked Mr. Grim about the tot lot repairs. He will reach out to them. Mr. Sabold also pointed out some of the metal benches were pulled out of the ground.

Council discussed Vacancy Board Chair options. This was tabled.

*New Business* – Ms. Snyder is finalizing the spring newsletter. Dover Township is looking for sponsors for the Easter event. Mr. Slusser made a motion to sponsor a \$50 Easter Basket for the Dover Township Easter Egg hunt. Mr. Hassinger seconded the motion and all were in favor.

Mrs. Koch made a motion to appoint Jonathan Hess to the open Planning Commission seat. Mr. Slusser seconded the motion and all were in favor.

With no further business to discuss, Mr. Slusser made a motion to adjourn with a second by Mr. Sabold. All were in favor. The meeting adjourned at 9:38 PM.

Respectfully submitted,

Brenda J. Plowman  
Secretary/Treasurer