

MINUTES

The regular monthly meeting of Dover Borough Council was held at Borough Hall, 46 Butter Road on Monday, September 8, 2025 at 7:00 pm. All members were present. President Sabold called the meeting to order. There was a moment of silent prayer followed by the Pledge of Allegiance.

President Sabold stated there was an executive session held prior to the meeting in reference to a possible purchase or sale of real estate.

The August 4, 2025 minutes were reviewed. Ms. Snyder made a motion to approve the minutes as presented. Mr. Slusser seconded the motion. All were in favor.

The August 11, 2025 joint meeting minutes with Dover Township were reviewed. President Sabold states on page two, number two, the word the should be removed. Ms. Snyder made a motion to approve the minutes as corrected. Mrs. Koch seconded the motion. Mr. Slusser and Mr. Hassinger abstained due to not attending the meeting. All others were in favor.

The August 30, 2025 special meeting minutes were reviewed. Mr. Slusser made a motion to approve the minutes as presented. Ms. Snyder seconded the motion. All were in favor.

PUBLIC COMMENT

Captain Platts provided the fire company report.

- They responded to 25 calls in June, 29 calls in July and 44 calls in August. There was a zero loss.
- Captain Platts thanked Mr. Grim and Mr. Hoppel for their help with the sewer issue they had on August 29th. Mr. Slusser thanked Ms. Snyder for her help with the cleanup.
- A Borough generator used to back up the traffic signal is stored at the fire department. Captain Platts stated they cannot locate a key for the lock. If Mr. Grim can't find a key in the Borough, a new lock will be provided. There was a question of who should be refueling the generator. Council agree that the Borough would take care of that.
- The October calendar was not available. Captain Platts stated that October 8th is Fire Prevention, October 10th the gun raffle, October 22 training and October 31st will be Trick or Treating.
- Mrs. Kroft thanked Mayor Hernley, Mrs. Koch and Mr. Neiman for helping at the Firemen's Carnival bingo and to all Council members for what they do.

Stacey McNeal, representative for Dover Highlands, was present to discuss the easement off Stony Lane that goes thru to the school property. Part of the phase 1 and 2 of the developer's agreement was to stone and widen this area to give a second access to the

school for EMS. Dover Township did not like the way this looked and asked for it to be paved with a curb. Since they were anxious to receive their permits, they agreed and complied. Now Dover Township is concerned because students are using this as a short cut to the school and they want it changed. Ms. McNeal told the Township since it is the Borough's easement, they need to authorize this. In the past there was a chain across and the posts are still there in the weeded area. President Sabold added an additional chain would need to be placed on the other side as well. There is a paper alley to the east but just an easement to the west. Mr. Slusser's concern is that if it is an emergency access that EMS wouldn't have access if chained. Ms. McNeal explained similar ones have been done before with Knox boxes, etc. She believes this is an unopened street. Mr. Herrold states then we would not have the authority to block it. Mr. Grim added that originally it was the start of our lane that went to well 6. It has a portion paved and then the rest is stoned back to the well. Mr. Herrold states if it's a paper alley not adopted by the municipality then the right of access reverts back to the property owners which abutted and they can continue to use that and it doesn't give others access. Ms. McNeal states it reverts to the lots that were laid out at the time the street was laid out. Mr. Slusser would rather see it milled up and place top soil and grass in its place. Mr. Herrold suggest he and Ms. McNeal research how this came to be to decide the correct way to handle this.

EMA report – Ms. Zarlenga had nothing to add. President Sabold stated the cost for her to attend the conference is \$529.57. Mr. Hassinger made a motion to approve the \$529.57 for the KEMA conference and lodging. Mr. Neiman seconded the motion and all were in favor. Going forward this may be approved every other year.

Police Report – Mayor Hernley reported calls were up by 28 but still down 17 for the year. The ribbon cutting at the new station will be September 13th at 10 AM. Lt. Neidigh reported they have been busy moving into the new station.

SEWER

Public Works Report – Ms. Snyder inquired how much of the sewer line will be replaced at the fire department. Mr. Lipinski explained that the Borough line stops at the easement. The drawing from 2009 shows the easement which is 10' on each side of the sewer line, which confirmed what Mr. Grim thought was the case. E.K. Services is coming on Thursday to put a cleanout at that point and replace the Borough line to the main. The fire department is having their line replaced from that cleanout. The Borough had to dig through rubbish to find the manholes because people are dumping trash in the wooded area along the creek bed.

Engineer's Report – Mr. Lipinski gave an update on the manhole project on Amberview Drive. The one manhole close to the fire department has been completed. After they obtain the PennDOT permit, the manhole at the square should be done in early October. This will be done at night when traffic is lighter.

Mr. Lipinski met with Dutchland about the new cracks in the clarifier wall, and they came back a few days later to repair them.

Mr. Lipinski prepared a summary of laterals and sewer service lines that will need repaired in Delwood. The list was reviewed. Mr. Slusser states letters will need to be sent to the affected homeowners. The Borough can advise residents that they could save on cost if they go together for a contractor but the Borough cannot suggest or endorse contractors for the public. The Borough will be responsible for many of the laterals and lines. Due to the cost, it may need to be done over several years. Mr. Slusser suggests doing it all at once but that would diminish all of the funds. Mr. Lipinski added that PennVest has low interest infrastructure loans and there are state wide LSA grants available. The application would need to be submitted by November 30th, with grant approval notifications sent out in October 2026. President Sabold asked if he has enough information to figure out the cost. Mr. Lipinski will get the cost together and work on a letter to be sent to the affected residents.

Solicitor's Report – None

Old Business – None

New Business – None

WATER

Public Works Report - Nothing to add

Engineer's Report – None

Solicitor's Report – Mr. Herrold recapped that the Global Settlement agreement between Dover Borough and Rutter's was approved on August 30, 2025 for a settlement of \$174,000. Rutter's will also be responsible to decommission the well.

Old Business – None

New Business – Nine additional water meters need replaced. Mr. Hassinger made a motion to purchase nine water meters from Exeter Supply for \$2,194.53. Mr. Slusser seconded the motion and all were in favor.

Captain Platts questioned the meter reading for the fire department. Borough public works will trace the lines and install a reader at the meter that is in place.

BOROUGH

Public Works Report – The *No Outlet and Children at Play* sign for Dogwood will be installed. Mr. Grim wanted to install at Elmwood but there is a gas line in the way so it will go into a resident yard area.

Zoning Manager's Report – The solicitor's office has contacted the mortgage company for 39 W Canal due to the property condition. We are hoping this is effective. The next step would be a court order. Glo Fiber will be coming into the Borough and has applied for their permits. Some of their lines will be under ground, and some will be aerial.

Engineer's Report – Mr. Lipinski reported the dip in Meadow Road is not from Columbia Gas,

it is actually from the sewer line connected to the corner house and the dip in Butter is from the water line connection.

Mr. Lipinski presented a change order and recommendation of payment for the completion of the Butter Road project which included the inlet replacement top and repairing the sink hole with flowable fill. Also included were the Rachael Road excavation riprap and concrete. This was all completed for \$25,000. Mr. Slusser made a motion for President Sabold to sign the change order adding \$25,000 to the original contract. Mr. Neiman seconded the motion and all were in favor. Mr. Hassinger made a motion to approve the recommended payment to Kinsley Construction for \$25,000. Mr. Raffensberger seconded the motion and all were in favor. President Sabold spoke to the property owner at Rachael Road and they were pleased with what was done. When the flows are high it causes some erosion due to no vegetation on the bank. President Sabold let them know they are responsible for that.

Final Grade Excavation has started work on the City Hall project. There were some issues with placement of the detour signs and equipment so Mr. Lipinski spoke to the project manager to take care of this. They are installing the inlet tops on City Hall first. They will need to close the road at the end of the week when they work on the drain in the intersection. It will also be closed when they dig it out and repave. Due to cost Clearview Excavating will do the hydro excavating instead of Final Grade.

Ms. Snyder is working on the DCED LSA Cat 4 grant which will be used for curb and sidewalks in the Borough if the grant is awarded. Mr. Lipinski presented a Resolution for the grant and what work it will be used for. Mr. Slusser made a motion to approve Resolution 2025-08 and the \$100 application fee for a grant for curb and sidewalks. Mr. Hassinger seconded the motion and all were in favor.

Solicitor's Report – Mr. Herrold reported he doesn't have any concerns with the joint recreation agreement template. His only concern was that the school is not currently committing to it but may join at a later time. Mr. Herrold will contact Mr. Miller, Dover Township solicitor, about any changes needed in an effort to complete the agreement.

Mr. Lipinski and Mr. Herrold left the meeting at 9:02 PM.

Mayor's Report - Mayor Hernley reported he attended the NYCPRD meeting and National Night Out.

Ambulance Club Report – Nothing to add

Secretary's Report – Mrs. Plowman highlighted the YCMA dinner, and that RSVPs are due by September 18. The budget dates were decided on as October 13, 14, 20 and 21 at 6:30 PM.

Treasurer's Report – 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 – None

New Business – None

With no further business to discuss, Mr. Raffensberger made a motion to adjourn with a second by Mr. Slusser. All were in favor. The meeting adjourned at 9:15 PM.

Respectfully submitted,

Brenda J. Plowman
Secretary/Treasurer