

**MINUTES**

The regular monthly meeting of Dover Borough Council was held at Borough Hall, 46 Butter Road on Monday, December 1, 2025 at 7:00 pm. Mr. Hassinger and Mr. Slusser were absent. All other members were present. President Sabold called the meeting to order. There was a moment of silent prayer followed by the Pledge of Allegiance.

The November 3, 2025 minutes were reviewed. Ms. Snyder made a motion to approve the minutes as presented. Mr. Raffensberger seconded the motion. All were in favor.

The November 11, 2025 budget meeting minutes were reviewed. Ms. Snyder made a motion to approve the minutes as presented. Mr. Raffensberger seconded the motion. All were in favor.

**PUBLIC COMMENT**

Captain Shawn Platts provided the fire company report.

- They responded to 31 calls in November. Seven of those calls were in the Borough.
- Captain Platts enquired about the fire hydrant repair at N. Main and Mayfield streets.
- The updated December 2025 and January 2026 calendar were reviewed. Mrs. Kroft noted on January 10<sup>th</sup> the event is a soup sale not pot pie as listed. Ms. Snyder made a motion to approve the calendars as presented with the event update. Mrs. Koch seconded the motion and all were in favor.

Ryan Addlesberger from 28 W. Canal Street was present to voice the concerns of several neighbors regarding the card and collectible business opening at 22/24 W. Canal Street. They understand a blacktop parking lot is going in and are concerned about the set back and storm water runoff. President Sabold let him know that we are aware of this and that Ms. Reed our zoning officer is working with him. According to the ordinance, he does have space to put the parking area in, and is required to have a certain amount of parking spaces for the store. Ms. Reed added he is working on a storm water plan and does have about 3,000 square feet available for this per the ordinance. Mr. Lipinski explained we have a stormwater management ordinance which requires the property owner to control the rate and volume of runoff. The owner may need to put a pit in and to stay 5' off the property line. Mr. Addlesberger expressed another concern. If they have to stay 5' off the property line, only one car can go in and out at a time. President Sabold said this may make the parking situation more difficult. A shed was moved over the weekend, but it needs to be 5' off the property line so he has decided to remove it completely. The property owner would like to pave the parking area but since he does not have approved plans yet it will be too late in the year to do that. Shirley Crone of 18 W. Canal Street expressed concern regarding the type of business and also for the safety of the child that was there while they were excavating. The Borough does not have any governance over that.

EMA report – Ms. Zarlenga added there was a total of 1.7” of rain in November. There is a

storm advisory in effect for tomorrow with a forecast of 2-4" of snow.

Police Report – Mayor Hernley reported that calls for October were down 14 with the year-to-date total up by four calls. The biggest issues currently are computer scams and romance schemes. Lt. Neidigh gave a reminder that the luncheon is Thursday from 11 am – 1 PM at the new station. Lt. John Migatulski is retiring and will be going to Conewago Township Adams County as a police chief. The promotional process will be starting. There are five new officers entering the academy in January. Tyler Blazosky, son of previous Corporal Philip Blazosky, will also be joining the force.

## **SEWER**

*Public Works Report* – Mr. Grim added there was a sewer backup at 510 Oakwood Drive. He was able to get the line open but will need to televise it. There was an issue before at this address. There was also another backup at 53 E. Canal Street but it was contained to the bath tub in the basement. There was a PLC failure at the plant over the weekend. This will be fixed tomorrow.

*Engineer's Report* – Mr. Lipinski reported the manhole repair in the square has not been done due to the PennDOT permit that still has not been obtained. Dutchland requested a final payment for the clarifier repair in the amount of \$22,743.79. Since there are still issues with the repair Council discussed options. Dutchland has said they will continue to address any issues. Council decided to make a good faith payment and withhold a portion in the amount of \$15,000. Ms. Snyder made a motion to pay Dutchland \$7,743.79 and hold \$15,000 in reserve. Mr. Raffensberger seconded the motion, Mr. Neiman opposed, motion carried.

Mr. Lipinski reported the intent of letter regarding the laterals in Delwood, is to let residents know the line has been televised, they have 50% or more blockage and that it should be addressed. The Borough applied for a grant and will not be starting their repairs until 2027 since it will be the end of 2026 until we find out if we will receive the grant. Property owners should be addressing their issues by 2027 as well. Mr. Herrold will revise the letter. Ms. Snyder submitted the grant application for this project yesterday. The amount applied for was \$845,705. Ms. Snyder thanked Mr. Lipinski for his help with the application.

Mr. Lipinski mentioned to let him know if there are other projects to look at for 2026 so he can work on the bids. Mrs. Koch questioned the issue at 53 E. Canal Street. Mr. Lipinski suggested televising the lines.

*Solicitor's Report* – None

*Old Business* – None

*New Business* – None

## **WATER**

*Public Works Report* - Ms. Reed reported 21 meters did not read this last quarter. She is working on getting quotes for the next meeting.

*Engineer's Report* – None

*Solicitor's Report* – None

*Old Business* – President Sabold questioned the fire hydrant issue. Mr. Grim states it leaks from the top when it is open. Captain Platts is concerned of it freezing.

*New Business* – None

## **BOROUGH**

*Public Works Report* – Mr. Grim reported the stop sign and post were replaced at Butter Road and N Main Street.

*Zoning Manager's Report* – Nothing to add

*Engineer's Report* – Mr. Lipinski reported there will be a subdivision, land development plan for 76 S. Reservoir Drive. Trey from Gordon L. Brown's office will be doing this.

Mr. Lipinski mentioned to let him know if there are other projects to look at for 2026 so he can work on the bids.

*Solicitor's Report* – Mr. Herrold presented Ordinance 2025-01 to set the tax rate for 2026. Ms. Snyder made a motion to adopt Ordinance 2025-01 to set the 2026 tax rate. Mr. Neiman seconded the motion and all were in favor.

Mr. Herrold presented Resolution 2025-11 to appoint Hamilton & Musser as the independent auditor for Dover Borough. Ms. Snyder made a motion to approve Resolution 2025-11 appointing Hamilton & Musser as auditor. Mrs. Koch seconded the motion and all were in favor.

Mr. Herrold mentioned the tax collector pay should be reviewed before the next election.

Mr. Lipinski and Mr. Herrold left the meeting at 8:03 PM.

*Mayor's Report* - Mayor Hernley reported the tree lighting event went very well and was well attended. He spoke to the school superintendent for Dover school district. Starting in January, either the superintendent or the assistant superintendent will be attending our meetings so they can follow along what is going on in the Borough and discuss any concerns.

*Ambulance Club Report* – Nothing to add.

*Secretary's Report* – Nothing to add.

*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.

Investment funds with PLGIT have matured. Council reviewed options for reinvestment. Ms. Snyder made a motion to invest the available balance of approximately \$400,000 in sewer funds and \$100,000 in general funds in a CD for 150 days at 4.25%. Mr. Raffensberger seconded the motion and all were in favor.

*Old Business* – The 2026 budgets were advertised and available for adoption. Ms. Snyder made a motion to adopt the 2026 Highway Aid Budget of \$127,600.64. Mr. Raffensberger seconded the motion and all were in favor.

Ms. Snyder made a motion to adopt the 2026 Wallace Fund Budget of \$1,600. Mrs. Koch seconded the motion and all were in favor.

Ms. Snyder made a motion to adopt the 2026 Water Fund Budget of \$516,441.36. Mr. Raffensberger seconded the motion and all were in favor.

Ms. Snyder made a motion to adopt the 2026 Sewer Fund Budget of \$603,887.24. Mr. Neiman seconded the motion and all were in favor.

Ms. Snyder made a motion to adopt the 2026 General Fund Budget of \$1,331,979.54. Mr. Raffensberger seconded the motion and all were in favor.

Ms. Snyder made a motion to adopt the 2026 Fee schedule. Mr. Neiman seconded the motion and all were in favor.

Ms. Snyder made a motion to adopt the 2026 meeting dates. Mr. Neiman seconded the motion and all were in favor.

*New Business* – Dover Women of Today received a quote for work that is needed to the exterior of the building. The quote includes downspout replacement, brick mold around the door and tying in the AC drainage in the amount of \$1,340.80. DWOT asked if the Borough would pay this or help with it. Since the building is owned by the Borough, Council agreed to pay for these repairs. Any interior upgrades DWOT will pay for. Ms. Snyder made a motion to approve the quote from KNA Property Solutions for \$1,340.80. Mr. Neiman seconded the motion and all were in favor.

*Public Comment* – Shirley Crone 18 W. Canal Street, again emphasized the concerns of the neighbors regarding who is patronizing the new collectibles shop and the rented garage in the back, as well as stormwater concerns. President Sabold requested if there is any suspicious activity going on to call 911 to report it since this is something the Borough would not handle. Ryan Addlesberger added that the one owner of the card and collectibles store is from New York therefore having New York plates on his car. He has no concerns with the activities at the store; his main concern is the property stormwater runoff. Ms. Reed explained that Mr. Lipinski will review the plans to be sure it will be handled properly. Mr. Addlesberger is also concerned about the property values with what they are proposing to do. Council explained if he meets the criteria for village center it will be approved.

With no further business to discuss, Ms. Snyder made a motion to adjourn with a second by Mr. Neiman. All were in favor. The meeting adjourned at 8:33 PM.

Respectfully submitted,

Brenda J. Plowman  
Secretary/Treasurer