

## **MINUTES**

The regular monthly meeting of Dover Borough Council was held at Borough Hall, 46 Butter Road on Monday, November 7, 2022 at 7:01 pm. Mayor Hernley and Mrs. Plowman 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 October 3, 2022 minutes were reviewed. Ms. Snyder made a motion to approve the minutes as presented. Mr. Slusser seconded the motion. All were in favor.

The October 10, 2022 Budget Meeting minutes were reviewed. Mr. Sabold made a motion to approve the minutes as presented. Ms. Snyder seconded the motion. All were in favor.

The October 3, 2022 Budget Meeting minutes were reviewed. Mr. Slusser made a motion to approve the minutes as presented. Mr. Raffensberger seconded the motion. All were in favor.

## **PUBLIC COMMENT**

Chief Dettinger provided the fire company report.

- They responded to 27 calls in October. Three of those calls were in the Borough with a zero loss.
- The November calendar was reviewed. Mr. Sabold made a motion to approve the calendar as presented. Ms. Snyder seconded the motion and all were in favor.
- Chief Dettinger provided a copy of the York County Resolution in reference to a tax refund for volunteer fire company members. Mr. Herrold presented a draft ordinance in place of a Resolution. He feels a base ordinance, without specific criteria, would be best. A Resolution would outline the criteria. If changes to the criteria are needed, they would be done by Resolution. He requested Council review this until the next meeting. More discussion on the details of the criteria is needed.
- Chief Dettinger reported the Tree Lighting event hosted by the Dover High School National Honor Society will be held at the fire company grounds on November 25<sup>th</sup> from 5 – 7 PM. It was originally to be held at Tom's on the square but was moved so that the roads would not need to be shut down. Closing a state road requires substantial manpower from fire police and NYCRPD officers.

EMA report – In addition to the conference, Ms. Zarlenga also attended some mitigation classes. She has been in contact with Mr. Livergood with YCPC. He will be helping with the mitigation paperwork for the upcoming Butter Road stormwater project. Since Dover Borough is part of the York County Stormwater Consortium, he recommended contacting Pam Shellenberger at YCPC. The Center for Water Quality Excellence is located in Columbia and will provide free assistance to help municipalities address stormwater issues. Mr. Lipinski added the YC Stormwater Consortium doesn't approve stormwater projects. We are a member thru our MS4 permit. The projects that normally move forward are ones that have environmental impacts and not all get approved.

## **SEWER**

*Public Works Report* – Nothing to add.

*Engineer's Report* – Mr. Lipinski reported he received the 2022 sewer project videos at 2:30 today. Since they have not been reviewed yet, he does not have a recommendation for payment. The total invoice is \$81,862.56. The bids for Oakwood Road were \$37,177.29 and \$44,685.27 for Gross and Fairview Avenues and N. Main Street. Mr. Lipinski mentioned the complaint from last month of the water coming out on the second floor at 70 N. Main Street. Insight Pipe sent workers to clean it up and found there was a floor drain. This was more than they could handle and contracted Serv Pro for the cleanup. There is a discrepancy of what caused the problem. He was originally told it was when they were doing the precleaning with a jet sprayer. Then he was told it was when the lining was done. The lining blocks the laterals for a period of time and water is not to be used at that

time. Insight Pipe is asking the Borough to cover part of the cost of \$2,286.52. Council felt the contractor should submit this to their insurance company. Mr. Herrold will draft a letter notifying the property owner to remove the connection of the floor drain to the sewer line within 90 days.

Mr. Lipinski reported he met with Mr. Grim in regard to the waste water treatment plant clarifier for repairing the walls. He is putting together bid documents that will be put out after the winter weather. The \$80,000 from ARPA monies is set aside for these repairs. There is \$100,000 more in the budget for other sewer projects.

*Solicitor's Report* – None

*Old Business* – None

*New Business* – None

## **WATER**

*Public Works Report* - Mr. Grim and Mr. Kehew from Holley & Associates are meeting with Martin Water Conditioning in the morning to look at well #6. They will be discussing treatment and may suggest a type of softening unit to remediate the waste. This would pull the Gross Alpha out which has generally been at acceptable levels. Disposal of the pollutant will need to then be considered. Mr. Grim will have more information at the next meeting. A notice of water violation needs to be sent to the Borough residents. This will be sent with the quarterly billings.

*Engineer's Report* – None

*Solicitor's Report* – None

*Old Business* – None

*New Business* – CUSI email module was discussed. It states the yearly support amount may be different when adding new module. Council would like to know what this amount is prior to authorizing this change. This was put on hold until the next meeting.

## **BOROUGH**

*Public Works Report* – Mr. Grim reported Columbia Gas was marking areas for patching to be done by Stewart and Tate. Mr. Lipinski had spoken to Columbia Gas who indicated they would mill and overlay the streets. Next week they will start the patch work and then do the overlay in the spring.

Mr. Grim ordered a load of street salt. One salt hopper has been installed on the pickup and the other one will be installed soon. President Kroft asked if Mr. Neiman had gotten back to him about the office siding. He is trying to find corners that match. This will also be labor intense since the siding at the corners will need taken apart. As far as the bottom pieces he is looking at a composite piece instead of siding to the ground.

*Zoning Manager's Report* – Nothing to add.

*Engineer's Report* – Mr. Lipinski reported a survey crew was out to look at the five areas that were discussed last month. The Butter Road culvert has significant issues. Water is going into the box culvert but not coming back out. The box culvert has leaks in at least three locations. There may be several options for repair; a structural foam may be used, it could be slip lined, or it could be replaced. Council would like to have this fixed properly. This price could easily be in the six figures. Mr. Lipinski questioned if we have construction right of way for properties since we will not be able to stay within the right of way. He also wondered if we would need construction easements and to contact property owners? Council believes it is 50' upstream and 50' downstream. Mr. Lipinski says PennDOT maintains their culverts 50' upstream and 50' downstream but did not say if they had a right of way but Butter Road is not a PennDOT road. DEP says you can go 50' upstream and 50' downstream from the structure to make needed repairs. DEP says you can reconfigure the stream

channel for the inlet and the outlet of the pipe or culvert for up to 50'. Replacement of a box culvert will take approximately 30 days. President Kroft asked if there is a temporary fix for the sidewalk since this project could go into 2024. This can be done and the sidewalk on Meadow Road could be done at the same time. Council requested for Mr. Lipinski to get prices for the sidewalk repairs for Butter Road and Meadow Road for the next meeting.

*Solicitor's Report* – Mr. Herrold presented the Act 57 Resolution # 2022-09 for adoption. This allows waivers of penalties for new property owners that do not get their tax bills on time. Municipalities are required to pass this law. Mr. Ferry made a motion to adopt Resolution # 2022-09. Mr. Slusser seconded the motion and all were in favor. Mrs. Koch signed as the acting secretary in Mrs. Plowman's absence.

Mr. Herrold reported that Mr. Miller notified him that he cannot keep the position as Dover Borough Zoning Solicitor. The Zoning Hearing Board must select a new solicitor. Mr. Herrold will provide a couple of names for consideration. Upon receipt of the proposals the Board will need to hold an executive meeting to make this selection. At the next Zoning Hearing Board meeting this would need to be made official.

Mr. Lipinski and Mr. Herrold left the meeting at 9:09 PM.

*Mayor's Report* - Mayor Hernley was absent.

*Police Report* – President Kroft reviewed the calls for the month. Lt. Neidigh reported they are doing Toys for Tots stuff a police car event November 26<sup>th</sup> from 12 noon until 4:00. Toys will be accepted at the headquarters building and at Bailey's Coach.

*Ambulance Club Report* – Nothing to add.

*Secretary's Report* – Mrs. Plowman was absent.

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

*Old Business* – None

*New Business* – Mr. Slusser made a motion to advertise the six preliminary budgets as presented for adoption at the next meeting. Mr. Sabold seconded the motion and all were in favor.

Discussion of the best rates for Investment of funds was discussed. Mrs. Plowman provided information from Fulton Bank and PLGIT. Mr. Ferry made a motion to invest \$150,000 from the sewer fund for a six-month PLGIT term investment account and \$200,000 for a 12-month PLGIT term investment account at the rate applicable at the time of investment. Mr. Slusser seconded the motion and all were in favor.

Mr. Slusser made a motion to invest \$250,000 from the General Fund for a six-month PLGIT term investment account and \$200,000 for a 12-month PLGIT term investment account at the rate applicable at the time of investment. Mr. Raffensberger 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. Raffensberger. All were in favor. The meeting adjourned at 9:38 PM.

Respectfully submitted,

Brenda J. Plowman  
Secretary/Treasurer