

MINUTES

The regular monthly meeting of Dover Borough Council was held at Borough Hall, 46 Butter Road on Monday, February 7, 2022 at 7:00 pm. 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 3, 2022 minutes were reviewed. Mr. Sabold made a motion to approve the minutes as presented. Ms. Snyder seconded the motion. All were in favor.

PUBLIC COMMENT

Chief Dettinger provided the fire company report.

- They responded to 37 calls in January. Five of those calls were in the Borough. The fire at 34 S. Main Street sustained approximately \$200,000 in damages.
- In 2021 they responded to 367 calls with a \$1,000 loss. The average response time from dispatch to arrival was 11:52, turn out time was just under four minutes and on scene average was 51 minutes. These calls and averages include their mutual aid calls. Total man hours for 2021 was 5,000. This included calls, trainings, fundraisers, public education, maintenance around the station and administrative hours. The busiest days were Wednesday with 70 calls followed by Friday with 59 calls. Mr. Sabold thanked the Chief and fire company for the great job they did on Saturday at the Fuller Court fire. All the crews that were there knew what they needed to do and worked great together. The response time for this fire from dispatch to on scene arrival was 4 minutes.
- The February 2022 calendar was reviewed. Ms. Snyder made a motion to approve the calendar as presented. Mr. Sabold seconded the motion and all were in favor.
- Chief Dettinger was informed by Sprint T-Mobile that their iPads do not meet the requirements for upgrading in their system. These iPads were purchased with an Act 147 EMA grant about 6-7 years ago. Chief Dettinger received a quote to replace them. Verizon has the best cellular plan for first responders. To replace six iPads would be \$2,159.94. Chief Dettinger asked if Borough Council would be willing to reimburse them for this cost. When the new ones are received the old ones will be turned back to the Borough. President Kroft suggested that one of them go to Ms. Zarlenga for use of taking pictures on scenes. It would need to be connected to a Wi-Fi to be used otherwise it would not have any data plan. Mrs. Koch suggested they purchase seven and give her one that that would be workable everywhere. Ordering seven would add another \$360. Chief Dettinger also mentioned the EMA computer that is at the fire company. It is being used by them for the key fob system and the outside sign. He wanted to make sure Council was ok with them using that portion of the computer. He and Ms. Zarlenga created a separate log on for EMA business on that computer. When she is logged off, no one else has access to her information. Mrs. Koch suggested using ARPA funds to purchase these items.

Ms. Zarlenga provided the EMA report.

- Ms. Zarlenga introduced herself to Council. She added to her report that she would like to have a meeting in March and would like to have Council and fire company members attend. She will need several people on her staff and a file for each of them for their certificates, etc. She is in need of a locked two drawer file cabinet along with some other general supplies. She will make each staff a name tag with their picture.
- The seminar this Saturday will be at the fire company at 9 AM. Ms. Snyder, Mr. Raffensberger, Mrs. Koch and Mr. Sabold are attending.
- Ms. Zarlenga updated the Basic EOP and the Pandemic Plan. A liaison is needed from the Council. A Resolution is needed to adopt these plans. This was tabled until next meeting so that Council has more time to review them.
- Ms. Zarlenga gave an update on the COVID-19 Pandemic. She receives updates daily.

SEWER

Public Works Report – Nothing to add.

Engineer's Report – Mr. Lipinski presented a recommendation of payment for Insight Pipe Contracting, LLC. The job was 7.1' over the estimate which added \$198.09 to the cost equaling \$32,841.09. Mr. Lipinski reviewed the video and states everything looks good. Mr. Ferry made a motion to approve payment to Insight Pipe Contracting, LLC for the sewer lining project in Delwood in the amount of \$32,841.09. Mr. Slusser seconded the motion and all were in favor. Mr. Lipinski is working on getting bids prepared for finishing the sewer lining project in the Delwood Development. He is also reviewing the televising from USG to determine other areas in the Borough to line as well. The proposed project will be approximately \$80,000.

Solicitor's Report – Nothing

Old Business – Nothing

New Business – Mr. Sabold inquired if Mr. Grim has had any issues from the snow and ice on the upper arms at the plant. Mr. Grim says they have had some issues. Some of the wall will need replaced this year.

WATER

Public Works Report - Mr. Grim reports they are searching for a water leak. The tower has started to drop.

Engineer's Report – Mr. Lipinski addressed the information received from United Environmental regarding Well #4 replacement options. He feels none of the options are really viable and Council agreed. If a viable well is found the Borough will need to accept it. Mrs. Koch wondered what well #4 had produced. Mr. Grim recalls 100 gallon per minute. Mr. Lipinski recommended that Council think about the options. Mr. Herrold recommended Mr. Lipinski contact United Environmental about the specifics of their plan.

Solicitor's Report – Mr. Herrold addressed the water billing ordinance change. He provided a draft with some language change and has some concerns regarding the late penalties. Chapter 124 states the guideline regarding penalties. The PA Code limits late fees. The Pa PUC lists Dover Borough as being in the jurisdiction of the PUC. Although, Mr. Grim states in 2018 a resident had called the PUC regarding a water billing issue. A gentleman from PUC called him and asked if we were under their jurisdiction. In the minutes from 2018, Mr. Spangler had dealt with them and said it would only apply to customers outside of the Borough. President Kroft believes it makes a difference if the customer is inside or outside the Borough limits. Mr. Herrold would like to contact the PUC for a definitive answer before proceeding.

Old Business – Nothing

New Business – Nothing

BOROUGH

Public Works Report – Nothing to add.

Zoning Manager's Report – Ms. Sprenkel reported the property owner at Queen Street and Butter Road is planning to tear down the house and build a new one. He has inquired about installing a wind mill and solar panels. Ms. Sprenkel couldn't locate regulations for this. Mr. Sabold states there are some wind turbines that are like a fence and are close to the ground. That type wouldn't be a problem. She was envisioning the tall fan type. No plans have been submitted yet. Council states there are several different types and the homeowner should submit plans to include the type they are considering.

Leonna's Café is planning to open the beginning of March. They will be located on S. Main Street.

Ms. Sprengel had a meeting with Sheetz to review all the permits and variances that they will need to apply for. Ms. Sprengel thanked the Council for the planter they sent after her brother passed away.

Engineer's Report – Mr. Lipinski reported he was a part of the PennDOT scoping meeting for the Sheetz project. PennDOT shares some of the same concerns that the Council does with ingress and egress from Canal Street and S. Main Street. The pumps need to be 50' away so cars can easily get in and out of the sight but are 35'. Sheetz was hoping to have this waved but PennDOT said no. They discussed the City Hall Drive alley and the sight distance at that intersection. Mr. Lipinski stated Sheetz would like full movement access on S. Main Street. To do this would require a turn lane and no street parking on the west side of S. Main Street. This may take away five or six parking spaces. A traffic study would be required to determine this exactly. Council is not in favor of taking street parking away. Mr. Slusser made a motion to authorize Mr. Lipinski to report to Sheetz that there is preliminary opposition to their inquiry about eliminating parking on S. Main Street. Mr. Ferry seconded the motion and all were in favor.

Mr. Lipinski revised the street opening ordinance draft. Council would like it shortened and gave some suggestions. Mr. Lipinski and Mr. Herrold will discuss these further especially the detail of specifications.

Mrs. Koch asked if we still need the no parking signs on Edgeway Drive. Since the flow of traffic for the Elementary school has changed they may not be needed any longer. Council will consider this next month.

Solicitor's Report – Nothing

Mr. Lipinski and Mr. Herrold left the meeting at 8:42 PM.

Mayor's Report - Mayor Hernley stated the fire company did an excellent job at the fire on Saturday. He spoke to a family member and they reported the homeowner is in Lehigh Burn Center with 2nd and 3rd degree burns on 25% of his body. Mayor Hernley also spoke to the homeowner from the S. Main Street property fire. Things are slowly coming along and they expressed appreciation to the fire company as well. The residents appreciate everything the fire company does for their community. Chief Dettinger and President Kroft explained there was very little radio traffic on Saturday and that the Borough and Township crews worked well together. This is a result of the two departments working together better over the last year. Ms. Snyder thanked Chief Dettinger for his efforts in making this happen.

Police Report – President Kroft reported there were 86 calls in December. This brings the total to 951 for year 2021. This is up 15% from the previous year. President Kroft explained the department is going to be a part of Project Life Saver. This program will offer wrist bands to high-risk residents, such as ones that are Autistic or have Alzheimer's or Dementia. If someone is missing, they can locate their general area. The bands are not easily removed and have batteries which are good for 90 days. There will be eight officers trained initially and they will each work with the same people. They have contacted the schools to identify students of families that may be interested in this program. This was funded by a grant and in part by NYCRPD. Families and businesses may sponsor this cost. Another program they are working on is Co-Responders which is help for people with mental health issues. This program can help get the individual the help they need faster. NYCRPD had over 500 actual mental health calls in 2021. They want to be more proactive than reactive. NYCRPD will be the first in the County to have their own Co-Responder. There are several in the County but they cover a large area. North Point Development is sub-dividing a portion of land as part of their development to donate to the NYCRPD Commission and they will be funding the new Police station. It will be owned by the Police Commission. The new station will be located off Susquehanna Trail.

Ambulance Club Report – Mr. Raffensberger reported they have received their new ambulance.

Secretary's Report – Mrs. Plowman pointed out the tree service rate is increasing for 2022. The replacement of gutters and downspouts at the Borough office was higher than quoted because of the gutter size that was available at the time of the job. Mr. Sabold made a motion to pay the additional \$140 to Shawn Melhorn for the increase in price for the gutter and downspout replacement at the Borough office. Mr. Slusser seconded the

motion and all were in favor. Extreme Fitness is offering a discount to all Dover Borough Council and staff. The York County Stormwater Consortium inquired if our reps will remain the same. Mr. Sabold agreed to stay on as back up to Mr. Lipinski. President Kroft mentioned the folding machine approved last month had gone up in price when it was ordered. The difference was approximately \$30.

Treasurer's Report – Mr. Ferry 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 – Ms. Snyder is working on the spring newsletter. Her goal is to send it out with the March 1st water, sewer, trash billing.

Mr. Slusser inquired if any sports teams have submitted use forms for Ketterman Park. They will need reminded that no cleats are allowed before April 1st. Mr. Slusser will meet with them for a walk around to view the field condition.

The final rule for use of ARPA funds has been released. Council discussed many ways to use the funds such as, fire company, ambulance, police, New Hope, and possibly other nonprofits like boy scouts, girl scouts, etc. in addition to sewer or water infrastructure in the Borough. Rather than using up a lot of meeting time, President Kroft suggested each Council member come up with a list of recommendations and dollar amounts for each. Vice President Sabold suggested then giving the list to Mrs. Plowman prior to next month's meeting so she can consolidate the list. At the next meeting, Council will decide what the funds will be designated for. Council did confirm with Chief Dettinger that money will come to the fire company and that they can use it for technology updates including the iPads that need upgraded. They will order six not seven as was discussed earlier since the one for EMA needs to be on the Borough data plan.

With no further business to discuss, Mr. Slusser made a motion to adjourn with a second by Mr. Ferry. All were in favor. The meeting adjourned at 9:48 PM.

Respectfully submitted,

Brenda J. Plowman
Secretary/Treasurer