

March 4, 2024

## **MINUTES**

The regular monthly meeting of Dover Borough Council was held at Borough Hall, 46 Butter Road on Monday, March 4, 2024 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 February 5, 2024 minutes were reviewed. Ms. Snyder made a motion to approve the minutes as presented. Mr. Slusser seconded the motion. All were in favor.

The February 12, 2024 Joint meeting minutes with Dover Township were reviewed. A space was missing in the date. Mr. Sabold made a motion to approve the minutes as corrected. Ms. Snyder seconded the motion. Due to being absent, Mr. Slusser abstained; all others were in favor.

## **PUBLIC COMMENT**

The Fire Chief was absent.

- The March calendar was reviewed. There were two additions, CPR Training March 9th and a Carnival meeting March 19<sup>th</sup>. Mr. Sabold made a motion to approve the March 2024 calendar with the two additions. Ms. Snyder seconded the motion and all were in favor.

EMA report – Ms. Zarlenga reported the elected official training was held last Saturday. She offered to go over information with anyone that could not go.

Jonathan Hess from Mayfield Street voiced concern that the pavement breaking up at the water repair location. Mr. Grim states they will be filling it again until it can get the final repair.

Mrs. Koch reported the personnel committee interviewed several people for the billing clerk position due to Mrs. Deal's resignation. The position was offered to Brittany Reed and she accepted. Mr. Slusser made a motion to hire Brittany Reed for the billing clerk position effective today. Ms. Snyder seconded the motion and all were in favor.

## **SEWER**

*Public Works Report* – DEP did an inspection of the sewer plant. This inspection is done every five years.

*Engineer's Report* – Mr. Lipinski reported he received the televising proposals for the laterals in Delwood. Utility Service Group (USG) quoted \$39,900 and Mr. Rehab \$62,580. Both proposals were for televising 140 laterals. He recommends going with USG. A heavy

cleaning may also be needed. This would be done at \$245/hour. Mr. Slusser made a motion to award the lateral televising to USG at a cost of \$39,900 to be completed within 90 days. Ms. Snyder seconded the motion and all were in favor.

Mr. Lipinski reported he received more information on the clarifier repair. There is no warranty on non-Dutchland tanks but they will stand behind their repair. This repair would fall under maintenance and will not need to go out for bids. Council requested Mr. Lipinski contact the manufacturer of the epoxy product to find out if this product will work for our application. Dutchland is a part of Costars and if awarded through Costars a time and materials with a not-to-exceed price would be requested.

*Solicitor's Report – None*

*Old Business – None*

*New Business – None*

## **WATER**

*Public Works Report -* Mr. Grim reported Eichelberger's will be coming this week to abandon well #6. The cost for this will be \$6,210. After that, we will need to complete forms for DEP, take pictures, and disconnect the electric. Eichelberger's will submit a well abandonment report to DEP.

*Engineer's Report – None*

*Solicitor's Report –* Mr. Baranski was present in Mr. Herrold's absence. He presented a letter that was prepared for the homeowner at 1735 E. Canal Street regarding water hook up. Mr. Sabold states that after reviewing the letter the Borough received in response it was explained that the three properties kept their wells and that the other two connected to the water system when they were sold. He feels that we should recommend she can continue to use it until such time as it is transferred or sold. Mrs. Koch suggested doing a signed agreement that the property must be hooked up upon a transfer of ownership. President Kroft states we have to follow the ordinance since that is the law for the Borough and that the current Council is not bound by what a previous Council set forth. The subdivision plan from 2010 says the property is served by public water and this was signed and recorded at that time. After further discussion Council agreed to move forward with enforcing the water connection allowing one year for this to be done unless the property is transferred prior to that. Ms. Snyder made a motion to send a response letter by certified mail regarding hooking up to the water system by April 1, 2025. Mr. Raffensberger seconded the motion and all were in favor.

*Old Business – None*

*New Business – Noe*

## **BOROUGH**

*Public Works Report – Nothing*

*Police Report* – President Kroft reported calls were down by 10 for January. The bids were awarded for the new police station. Groundbreaking is planned for April 27<sup>th</sup>. They received their DEP permits and the Eagle permit. They are anticipating the station to open in April 2025.

*Zoning Manager's Report* –

*Engineer's Report* – Mr. Lipinski reported the bids will be out this week for the Butter Road bridge repair project. These will be in to be awarded at the April meeting.

*Solicitor's Report* – Mr. Baranski reported the Norma's Ridge developers water discharge agreement is prepared if Council agrees to it. The agreement states the developer will complete the work for the water discharge. They will pay for the work on the northside. Dover Township and Dover Borough will share the cost of the work done on the southside and shared cost of future maintenance. Mr. Slusser made a motion to sign the Norma's Ridge water discharge agreement which is between Dover Township, Dover Borough and the Norma's Ridge developer. Mr. Sabold seconded the motion and all were in favor.

Mr. Lipinski and Mr. Baranski left the meeting at 8:26 PM.

*Mayor's Report* - Mayor Hernley reported he was on the agenda for the school board meeting but was sick and could not attend. He is now on the agenda for March 12<sup>th</sup> to discuss the need for the school resource officer. He will be pointing out that this cost is only .039% of their budget and police coverage for the Borough is 26% of the annual budget.

*Ambulance Club Report* – Mr. Raffensberger reported the next meeting will be March 26<sup>th</sup>.

*Secretary's Report* – Mrs. Plowman added the YCBA dinner will be on March 28<sup>th</sup>. Anyone interested in attending should RSVP by March 22<sup>nd</sup>.

*Treasurer's Report* – Mr. Sabold suggested raising the payment for cleaning the office to \$85 effective April 2024. Mr. Sabold made a motion to increase the payment for cleaning the office to \$85 effective April 2024. Mr. Slusser seconded the motion and all were in favor. 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* – Ms. Snyder made a motion to approve appointing Jonathan Hess to the vacancy board chair position. Mrs. Koch seconded the motion and all were in favor.

President Kroft received a message from Deputy Chief McKeever reporting there was 25 total calls in February. Two were in the borough with a zero loss.

*New Business* – Mr. Sabold mentioned there are some very bad areas on the walking path at Ketterman Park. This had been included in the joint recreation plan. The plan stated widening the path to 8' at a cost of about \$93 – 100,000. Council discussed widening the path to 6' instead of 8'. There is a possibility of using gaming funds or other grants for this.

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 8:42 PM.

Respectfully submitted,

Brenda J. Plowman  
Secretary/Treasurer