

## **MINUTES**

The regular monthly meeting of Dover Borough Council was held at Borough Hall, 46 Butter Road on Monday, November 4, 2024 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.

The October 7, 2024 minutes were reviewed. Mrs. Plowman made a correction to the spelling of Lt. Neidigh on page 1. Ms. Snyder made a motion to approve the minutes with the spelling correction. Mr. Raffensberger seconded the motion. All were in favor.

## **PUBLIC COMMENT**

Chief Gwainn McKeever provided the fire company report.

- They responded to 33 calls in October. Six of those calls were in the Borough. There was a zero loss.
- The November calendar was reviewed. Chief McKeever added three people will be attending Man vs. Machine training on November 10<sup>th</sup> in Shrewsbury.
- December 6<sup>th</sup>, Pearce is coming to give training on the new engine.
- The fire hydrant at 102 Delwood Drive is out of service. Chief McKeever inquired about the status. Mr. Grim states they plan to repair it this week.
- Mr. Hassinger inquired if the fire department could provide the calendar a month in advance.
- President Sabold addressed the cancellation of the Homecoming Parade. He first thanked the fire department for all they do for the community. He provided dates of the approval process starting with the school's request for approval of the parade up to the middle of September when it was made known that the fire department did not want to close the street due to their open house. President Sabold spoke to the Fire Police Captain asking if they could negotiate the schedule so both events could be held by either changing their time or night for the open house. The answer was no followed by a loud "No", while others were present in the office. President Sabold felt this was very unprofessional. By this time, the school had already applied and received their road closure permit. The school and the students had invested time and possibly monetary funds into this event. The unwillingness of the fire department to help in this event was very disappointing to the Borough, students and parents. He feels an apology from the fire department to the Borough and the school for failing to work toward a compromise is needed. Deputy Chief Taylor McKeever asked why the parade date was approved when three department members were on Council at the time. President Sabold questioned this also. One Council member mentioned fire prevention week, but did not address the conflict between the open house and parade. Deputy Chief McKeever wasn't aware that the yearly calendar of events wasn't provided ahead of time. A discussion followed about schedules and changes that will be made so something like this does not occur in the future.

EMA report – Ms. Zarlenga added she is helping at the York County elections tomorrow and

will be in the EOC at 3 PM with Mr. Raffensberger assisting her until the polls close. She is starting to work on an emergency plan for the fire station which will be set up by York County guidelines.

*Police Report* – Mayor Hernley reported we were up two calls for September but still down 21 for the year. Lt. Neidigh stated The Toys for Tots event will be November 16<sup>th</sup> from 10 am to 2 PM at the headquarters and at Bailey's Coach. The new building has most of the walls up and partially under roof. They expect it to be completed in June with a move-in sometime in July. One officer, currently in the academy, will graduate in December, and three will enter the academy in January. This will give a total of 69 officers.

## **SEWER**

*Public Works Report* – Mr. Grim reported he spoke to Mr. Hamm at Dover Township regarding the leaking manhole north of the Borough. He supplied a quote to line the inside of the manhole for \$6,389 and said he would split the cost with the Borough. A question was raised regarding the condition of the line from that manhole to the Borough's first manhole. When all the properties were put on the Borough line, the Township was responsible for maintaining those lines. After discussion about who is responsible for this, Mr. Grim will speak to Mr. Hamm again. Mr. Herrold added this is something that can be built into our agreement with the Township regarding the services provided to each other.

*Engineer's Report* – Mr. Lipinski reported he hasn't gotten any further information back from Dutchland about the failed clarifier repair, but did find out that the test cylinders were abnormal as well. We believe they will contact Seca, the manufacturer of the product. Mr. Lipinski will follow up with them before the next meeting.

Mr. Lipinski followed up with USG regarding the invoice for 323 Elmwood Drive lateral repair. They originally billed for 9 hours. They credited us for 3 hours, reducing the invoice to \$3,090. He presented a recommendation to pay USG \$3,090. Ms. Snyder made a motion to pay USG \$3,090 for the lateral repair at 323 Elmwood Drive. Mrs. Koch seconded the motion and all were in favor.

Mr. Lipinski reported he did not receive any bids for the Amberview Drive manhole replacement project. When he saw this was happening, he issued an addendum to extend the deadline to November 18<sup>th</sup>. After speaking to a contractor and Council he will issue another addendum extending the deadline to December 2<sup>nd</sup> allowing additional time to bid and add mats that will be needed to protect the roadway. A second bid will be prepared for the use of foam as an alternative option.

He plans to have the report finished by the end of the week for the Delwood laterals. The issues he saw were separation of joints and root infiltration. It looks like there will be approximately 45 laterals that will be the Borough's responsibility. Some of those will have homeowner responsibilities too. When the report is complete, an itemization per street will be done, and a plan on how to proceed will be developed. This will be a costly project

for the Borough. Mrs. Koch wondered if there is any funding available for this. Mr. Lipinski mentioned there are gaming funds and state funds available. The county applications are due at the end of October and the state applications at the end of November. These are no matching funds. Penn Vest loans are also available. These will be reviewed with the potential of applying next year.

*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 spoke to Mr. Wyatt letting him know the agreement with the Township is in process. He should receive this by the end of the week and then it will go to the Township Solicitor. This should relieve us of the PUC jurisdiction. We are not sure if this will impact the DEP non-lead line requirement. There was a recommendation from Mr. Wyatt last month to have well 4 tested. He did not realize the pump had been removed. Mr. Herrold recommends having a testing company do this. With Council's permission he will have the environmental engineer get quotes for this.

*Old Business – None*

*New Business –* A mandatory non-essential water restriction is in effect, along with a burn ban.

## **BOROUGH**

*Public Works Report –* Mr. Grim fixed the bench that was damaged however, the planter timbers are loose. Council recommended getting a quote to have it repaired. Mr. Grim presented information for picnic tables and trash cans for Ketterman Park. Ms. Snyder suggested the buildings and grounds committee work with Duane and then come back to Council with some recommendations.

*Zoning Manager's Report –* President Sabold mentioned that 39 W. Canal Street is again out of compliance regarding property maintenance. A notice of violation has been sent. Captain Platts added he recommends adopting a fire code. This property would need to comply with any fire code that would be adopted. All or parts of the National Fire Code can be adopted. Captain Platts suggested that the fire department could work on a draft for Council's review.

*Engineer's Report –* Mr. Lipinski reported the Butter Road project was started today.

*Solicitor's Report* – Mr. Herrold asked if we are having a tax increase for 2025. The Borough is not so he will prepare the Resolution for the next meeting. Mrs. Plowman mentioned Mr. Herman reminded her that we will need a Resolution for the tax collector fee for 2025. Mr. Herrold will check on the deadline.

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

*Mayor's Report* – Nothing to add.

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

*Secretary's Report* – Nothing to add.

*Treasurer's Report* – Mr. Slusser questioned the \$9,000 check to Dover Township. Mrs. Plowman explained it was for two quarters for truck fuel, street sweeping, their IT fees to input information into the GIS system and the Borough's portion of the zoning rewrite. Mr. Slusser made a motion to approve the Treasurer's report as presented. Ms. Snyder seconded the motion and all were in favor.

*Old Business* – Mrs. Plowman adjusted the trash collection fee on the general fund budget due to an increase in tipping fees effective January 1, 2025 and the transfer from savings to balance the budget. Mr. Slusser made a motion to advertise the 2025 budgets. Ms. Snyder seconded the motion and all were in favor. The budgets will be adopted at the December meeting.

*New Business* – None

*Public Comment* - Captain Platts reported Moyer came to program the portable radios which included the two EMA radios. When they receive the invoice, they will forward it to Mrs. Plowman. President Sabold thanked him for staying for the entire meeting. Captain Platts inquired what the status is on a fire tax and if the Borough needs anything else. President Sabold said, based the 2025 budget, he is not sure if it is something we will be able to move on this year because the Borough made increases in some other areas. Council did not have a chance to discuss it further. Captain Platts states they are in the same situation. If they would need to close, it would cost a lot more to have Dover Township cover fire services for the Borough. President Sabold let him know the Borough had requested their income and expense information but only received the expenses. Captain Platts will follow up on this. Mr. Hassinger wondered if there are any other avenues for income. Mr. Neiman shared some ideas and is willing to help.

With no further business to discuss, Mr. Slusser made a motion to adjourn with a second by Ms. Snyder. All were in favor. The meeting adjourned at 9:02 PM.

Respectfully submitted,

Brenda J. Plowman

Secretary/Treasurer