

SPECIAL MEETING MINUTES

A special meeting of Dover Borough Council was held at Borough Hall, 46 Butter Road on December 20, 2011 at 8 pm. Mr. Eisenhart and Mr. Hess were absent. The remaining council members and mayor were present. Mr. Seidel and Mrs. Koch were delayed and arrived late. President Sabold called the meeting to order at 8:10 pm. A moment of silent prayer followed.

Public comment – None.

Budgets

The 2012 Wallace Fund budget was reviewed. Mr. Seidel made a motion to approve the 2012 Wallace Fund budget. The budget year end total will be about \$3,150. Mr. Dentler seconded the motion. All were in favor.

The 2012 Highway Aid budget was reviewed. Mr. Dentler made a motion to approve the 2012 Highway Aid budget. It will have a total income of \$35,675, total expenses of \$59,750 and a yearend total of \$16,003.17. Ms. Bishop seconded the motion. All were in favor.

The 2012 Sewer Fund budget was reviewed. Mr. Seidel made a motion to approve the 2012 Sewer Fund budget. It will have total income and expenses of \$621,415 for a balanced budget. Mr. Dentler seconded the motion. All were in favor.

The 2012 Water Fund budget was reviewed. Mr. Seidel made a motion to approve the 2012 Water Fund budget. It will have total income and expenses of \$282,110 for a balanced budget. Ms. Bishop seconded the motion. Four were in favor. Mr. Sabold was opposed. Mr. Sabold stated he was opposed because the budget does not include any money for capital equipment purchases.

The 2012 General Fund budget was reviewed. Mr. Seidel made a motion to approve the 2012 General Fund budget. It will have total income and expenses of \$638,115 for a balanced budget. Mr. Dentler seconded the motion. Three were in favor. Mr. Sabold and Mrs. Koch were opposed. Mr. Sabold stated he was opposed because the budget only includes \$1,000 for capital equipment purchases.

Old Business

- The 2012 SPCA Animal Care and Housing Agreement was presented for approval. The cost will be \$1,004. This is an increase from \$908, which it has been for several years. Mr. Seidel made a motion to approve the 2012 SPCA Animal Care and Housing Agreement, at a cost of \$1,004. Ms. Bishop seconded the motion. All were in favor.
- The 2012 Kohler Animal Control Services contract was presented for approval. The cost remains at a \$250 retainer to confirm the service. Calls are a cost of \$18 per hour during normal business hours, which is 6 am to 6 pm. The cost for after hours, weekends and holidays is \$20 per hour. The mayor reported Northern Regional checked with the SPCA and other municipalities in response to a letter of complaint. Neither the SPCA nor other municipalities had any issues with Mr. Kohler. Mr. Seidel made a motion to approve the 2012 Kohler Animal Control Services contract, with a retainer cost of \$250. Mr. Dentler seconded the motion. All were in favor.

New Business

Mr. Sabold stated he had an item. He referred to the Borough Council Handbook, and the section on Capital Improvements Planning and Budgeting. He quoted several sentences from page 34, as follows –

- “Boroughs are specifically authorized to create capital reserve funds to implement capital improvements.”
- “Generally a five or six-year period is used for the capital improvements program and expenditures”

- "Programming simply involves deciding what a community needs most in coming years, and devising a schedule to pay for them."

He feels it is very important that capital money needs to be put into reserve. The issue of a capital reserve and using the Capital Budget 5 Year Plan to project the replacement of items was discussed. It was agreed this should be done.

Mr. Lentz asked if the amount the employees would need to contribute toward health insurance had been determined yet. Mr. Sabold stated the Personnel Committee needed to meet to determine the amount. Until a decision is made, the same amount will be deducted.

A Personnel Committee meeting was scheduled for December 27 at 7 pm.

With no further business to discuss, a motion to adjourn was made by Mr. Dentler. Mr. Seidel seconded the motion. All were in favor. The meeting adjourned at 8:40 pm.

Respectfully submitted,

Janet T. Shirey
Secretary/Treasurer