

## **MINUTES**

The regular monthly meeting of Dover Borough Council was held at Borough Hall, 46 Butter Road on Monday, August 1, 2016 with members Romaine Bishop, Mayor Robert Dentler, Andrew Kroft, Jeff Raffensberger, Joseph Sabold, Thomas Slusser, Jr., and Robert Swords present. Mrs. Koch was absent due to vacation. Attorney Scott Lineberry was present in place of Mr. Herrold and Jeff Spangler in place of Mr. Clark. At 7:00 p.m., President Sabold called the meeting to order followed by a moment of silent prayer.

The July 2016 minutes were reviewed and Ms. Bishop made a motion to approve the minutes as presented. Mr. Kroft seconded the motion and all were in favor.

## **PUBLIC COMMENT**

The Fire Company report was highlighted by Asst. Chief Roger Flohr

- They responded to 29 calls in July with 10 of those calls in the Borough.
- Calendar additions: National Night Out August 2<sup>nd</sup> from 5:30pm to 8:00pm at the Dover Fire Company with the bloodmobile there at 4:00pm; Saturday August 6<sup>th</sup> to assist at Cousler Park for fireworks with the Brush Truck; and Saturday, August 20<sup>th</sup> will be the County Convention in Wellsville with plans to take all the equipment. A stand-by for Wellsville that night for their Carnival with Engine 1 is scheduled.
- Currently the Brush Truck and Engine 1 are in service; the Tanker is undergoing brake work and Engine 6-2 is out for alternator work.
- Mrs. Kroft had distributed the flier for the Dover Carnival. A raffle will be held this year on the last night of Carnival for a donated homemade quilt, necklace from Botterbusch Jewelry, 2 tickets for *Alabama* at the York Fair, a 4-pack Hershey Park season tickets, wood items by Marty Lehman, and crocheted items. Any helpers are appreciated.
- The grant for air packs was received. It was \$153,000. It will cost \$7,500 matching. The air packs are obsolete at end of next year.
- A motion from Mr. Swords to approve the activities on the August 2016 calendar with corrections was seconded by Mr. Raffensberger and carried unanimously.

A letter from Hailey Hagarman resigning her appointment to the Zoning Hearing Board was read by President Sabold. She would like to remain on the Recreation Board where she feels she can best serve. Subsequent to last month's meeting, Attorney Herrold had advised that a resident cannot hold two positions based on the Municipalities Planning Code. Ms. Hagarman's resignation was accepted per motion from Mr. Kroft, seconded by Mr. Slusser and carried unanimously.

Mr. Brad Smith from Dover Baseball addressed the Council regarding a batting cage that was placed at Ketterman Park. There has been a misunderstanding between Mr. Pope from the Recreation Board and Mr. Smith who thought permission was obtained. He apologized for its being put up without proper permission and is requesting permission for it to remain for this season (till first weekend of November) and will take care of any grass that is disturbed. Discussion was held on the maintenance of the grass area in and around the batting cage. Mr. Slusser mentioned that the bigger issue of this is which group (Rec. Board or Council) has authority to give this type of permission. After discussion, a motion from Mr. Slusser was seconded by Mr. Kroft and carried unanimously to allow the batting cage to remain for this season at present location with the understanding that the grass in and around will be maintained and repaired (as needed) by Dover Baseball. A letter should be sent to the Recreation Board asking for a representative to attend council meetings with their report scheduled during Public Comment. It was suggested a letter be sent to organizations regularly using Ketterman Park instructing them to contact Dover Borough Council for permission to install equipment, hold events, and maintenance issues or conflicts that may arise.

Mr. Marlin Flinchbaugh of Kenray Ave. was present to express his concern with a property on N. Main St. that is an old sewing factory. The weeds are over 10" high. Mr. Flinchbaugh understands that Mr. Lentz sent a violation letter approximately 2 weeks ago, but nothing has been done at the property. Another property in the area has a

caged area for garbage cans with high weeds. There is an area by a driveway going to Reservoir Dr. that collects a large pool of water 6-12" deep when it rains. There is no storm drain near that location to remove the water. He also feels the grass and weeds are not being cared for on N. Main St. President Sabold asked Mr. Lentz if he is familiar with the area where water is collecting which Mr. Lentz confirmed; it is partially grass with some hard surface. The water lays for several days after rain before it is absorbed into the ground. Mr. Flinchbaugh is concerned about mosquitos. Mr. Lentz will contact West Nile Virus Control and ask for the water to be treated when they are in the area. Mr. Lentz will follow up on weed height violations and check if the grade of the property could be changed to remove the water adequately.

## **SEWER**

*Manager's Report* – Mr. Kroft asked if Mr. Lentz was satisfied with the epoxy coating on Tank #3. The end result of the application is different than Mr. Lentz was anticipating. A layer of stones was sprinkled in the first layer of epoxy and then a top coat applied which does not completely encase the stones. After the initial start-up of the arm, there were some areas where the epoxy “starred” and the contractor will apply more material to those areas. The stone material is resistant to snow and ice build-up and will provide traction if it does. This product is not the same as used for the tanks at Hampden Township’s facility a number of years ago. There will be some wear on the wheel from turning on the bumpy surface, but the vibration and stress to the center bearing have been greatly reduced and it’s now running smoothly.

*Engineer's Report* – Mr. Jeff Spangler introduced himself and reported he will be taking over for Mr. Clark in the coming months. The point repairs on Maplewood Dr. were completed today by Mr. Rehab.

*Solicitor's Report* – Nothing to report.

*Old Business & New Business* – None

## **WATER**

*Manager's Report* – Mr. Lentz met with Ms. Tammi Morris, the director for York Habitat for Humanity, and she is presenting the Board of Directors with council’s request to drill a test well on their property on N. Main St. There has been no response to date.

*Engineer's Report & Solicitor's Report* – Nothing to report.

*Old Business & New Business* – None

## **BOROUGH**

*Manager's Report*

- Mr. Lentz would like to replace the floodlight on the borough office building with an LED light.
- The seepage pit at Ketterman Park is failing and needs to be rebuilt. Craig Gross Excavating will excavate the pit and build up the berm with top soil to prevent run-off flowing to the Snelbaker’s property at a cost of \$3,000. We have the geotextile in stock, but need to purchase 2 triaxle loads of ballast stone and 10 tons of #57 stone. Grass would be replanted immediately. This project is reportable toward stormwater management for the Chesapeake Bay Pollutant Reduction Program. Mr. Spangler and Mr. Lentz will determine if a silt fence is needed. The issue of run-off over the sidewalk at another area along Butter Rd. was discussed, but Mr. Lentz felt it was another project which could not be combined with the seepage pit work. Mr. Slusser made a motion to approve the repair of the seepage pit at the northwest corner of Ketterman Park with Craig Gross Excavating to do the excavation work at a cost not to exceed \$3,500. Mr. Swords seconded and the motion carried unanimously.
- The quoted price is \$1,500 for a traffic study on Butter Rd. by TRG Engineering. In lieu of the study, it was agreed a letter would be sent to facilities whose trucks regularly use the Butter Rd./N. Main St. intersection asking for their cooperation in rerouting trucks out of safety concerns.

- A resident in the area of Sarah's Creamery on S. Main St. has complained about the live music on the patio. There is no prohibition on "open-air concerts" within the borough and the noise ordinance does not establish a specific time restriction. Mr. Lentz suggested to the owner of Sarah's Creamery that a time limit of 9 p.m. is reasonable and he also explained to the complainant that some noise is to be expected when living in a town.
- Mayor Dentler asked Assistant Chief Flohr his opinion of a time limit for the burn ban since there has been some rain. The situation will be reassessed by the end of the week.

*Engineer's Report* – Mr. Spangler reviewed 3 stormwater improvement projects compiled by Mr. Clark for Delwood Dr., Mill Alley, and Butter Rd. The Butter Rd. project, estimated at \$18,900, includes replacement of an inlet on the north side, a pipe and some curb and sidewalk work. The inlet on the south side will not be replaced. On Delwood Drive there is a pipe to be replaced at a cost of \$9,725. On Mill Alley, there is an old block inlet that is collapsing which needs rebuilt. The 12" pipe there is rusted and the 4" PVC in the project description will provide a connection for the sump pump drain from 2 E. Mill Alley. There will be an agreement with the property owner stating they are responsible for the drain. The three areas will be bid as two projects; Butter Rd. by itself and Delwood Dr. and Mill Alley combined since they are similar work at a cost of \$19,250. Ms. Hartzler asked if Liquid Fuels funds would be used for either project. The curb and sidewalk work is not eligible for Liquid Fuels, but the remainder of the work should qualify. Mr. Lentz and Mr. Spangler will confirm the items with the PennDOT Municipal Services Representative. Mr. Slusser made a motion to authorize the engineer to obtain quotes for the Delwood Dr. and Mill Alley stormwater inlet repairs. Mr. Raffensberger seconded and all were in favor. Mr. Slusser made the motion authorizing the engineer to obtain quotes for the proposed inlet repair with curb and sidewalk on Butter Rd. per the scope-of-work. Mr. Raffensberger seconded and all were in favor.

*Solicitor's Report* – Nothing to report. *Mr. Spangler and Mr. Lineberry left the meeting at this time.*

*Police Report* – Mayor Dentler reviewed the police report which indicates a 100% increase in calls from June 2015 to June 2016. This is not an accurate statistic, but caused by an error in the 2015 reported number. Mayor Dentler complimented the accessibility and good working relationship with Chief Bentzel and officers of the department.

*Ambulance Club Report* – Mr. Raffensberger reported there were 161 calls for July and 1145 for the year. Eleven were missed calls – a missed call is defined as getting called, but already out on a call and unable to respond. No meeting is scheduled for August and the next meeting will be on September 21<sup>st</sup>.

*Recreation Board Report* – There was no report from the Recreation Board.

*Treasurer's Report* – The dates for Budget Meetings should be chosen at the September meeting. Ms. Hartzler presented the Budget vs. Actual reports for the first 7 months of the year. The Contracted Services line item for General Fund is over budget for the year due to contracted work for clearing snow from Winter Storm Jonas. Ms. Hartzler questioned which budget line would be used for the Ketterman Park seepage pit work, as well as the additional stormwater projects approved tonight. Mr. Kroft noted Ketterman Park Mowing and Maintenance had only used \$2,300 of \$7,000 to date. The Borough Buildings and Grounds budget line has 60% remaining so sufficient monies are available within the budget to cover the work. Some of the inlet repairs had been budgeted under the Liquid Fuels fund. Assistant Chief Flohr requested that additional Storz caps be included in the 2017 Water Fund budget. There may be funds available under the 2016 Water Fund budget to purchase some this year. Mr. Kroft made a motion to approve the Treasurer's Report as presented. Mr. Slusser seconded and the motion carried.

*Old Business* – Mr. Lentz is waiting on confirmation from Strathmeyer's Landscaping that the quote provided to the Borough will be honored if they deal directly with Pantano Concrete for the sod replacement on N. Main St.

*New Business*

- Mr. Slusser suggested the Borough secure a contract for snow removal now since we are down one truck and contractors are currently accepting bids for the coming winter season. This was discussed at length and Mr. Lentz was instructed to obtain prices from McCabe's, our current mowing contractor, and others for snow removal as needed.
- Ms. Bishop asked Mr. Lentz if he was aware of the damaged basketball rims at Ketterman which he was.
- President Sabold noted that a copy of Shrewsbury Borough's newsletter is available if anyone would like to see it. Jefferson Borough's 150<sup>th</sup> Anniversary Celebration is on August 20<sup>th</sup>.
- Mayor Dentler presented a request from the fire company for a donation towards a new sign which will cost about \$27,300. Several auctioneers will donate \$1,000 each. The fire company anticipates purchasing the sign this winter which could be used for borough announcements such as snow emergencies, burn bans, fire hydrant flushing, etc. The message will change every 30 seconds to comply with code.

With no further business to discuss, Mr. Slusser made a motion to adjourn with a second by Mr. Swords. All were in favor. The meeting adjourned at 9:07 pm.

Respectfully submitted,

Rebecca J. Hartzler  
Secretary/Treasurer