

MINUTES

The regular monthly meeting of Dover Borough Council was held at Borough Hall, 46 Butter Road on Monday, April 2, 2018 at 7:00 pm. All members were present. President Koch called the meeting to order. A moment of silent prayer and remembrance of Mayor Dentler followed and the Pledge of Allegiance.

The March 5, 2018 minutes were reviewed. Ms. Snyder had a correction under public comment on the 4th line. The word owns should be owes. Ms. Bishop had a correction on page 2 line 1. The water lose should be lost. Mr. Sabold made a motion to approve the March 5, 2018 minutes, as corrected. Ms. Bishop seconded the motion. All were in favor.

PUBLIC COMMENT

Chief Dettinger provided the fire company report.

- They responded to 20 calls in March. 5 of those calls were in the Borough.
- The April calendar was reviewed. There was 1 addition on April 14 for standby coverage for West York. Mr. Sabold made the motion to approve the activities on the April calendar with the April 14th addition. Ms. Snyder seconded the motion and it carried.
- Chief Dettinger stated when a new Mayor is appointed they will need to swear in all the Fire Police.

Richard Pope provided the EMA report. He is scheduled for training on April 14th for the upcoming summer severe weather season. This will be held at the Dover Township Community Building.

Cheryl Love and Mark Henise from the ELA Group were present. Ms. Love showed a drawing of the Dover High School land development project and explained the plan for the 29,000 square feet building which will house 1400 students. They are proposing 2 parking lots in the front. She also explained where the new athletic fields will be located. Council asked a few questions in regards to access for emergency services and if the South Salem campus will connect with the High School which it will not. Mr. Henise presented the results of traffic studies that were done. Five intersections were looked at. Those were Canal and Intermediate, Intermediate and Frederick, Intermediate and Mayfield, Canal and School Lane and also Mayfield and Main Street. What they are proposing is that Intermediate Ave. from Frederick north to the northern access drive be restriped as a 3 lane section with turn lanes at each intersection. They also recommend a turn lane on both directions of Canal Street at Intermediate. The other recommendation from the study was a turn lane for north bound traffic on Main Street at Mayfield Street. A handout map was presented showing where this lane would be located. One or two parking spaces may need to be eliminated to provide the turn lane. This would require a PennDOT Highway occupancy permit which the Borough would need to apply for since the Street is in the Borough. This will not need to be applied for until April 2019. Mr. Sabold made a motion to give approval for the left turn lane as shown on the sketch and to do the application at the appropriate time for the permit. Mr. Ferry seconded the motion and it carried.

Nick Shearer, audit supervisor from Hamilton & Musser was present. Mr. Shearer states that the transition from Becky to Brenda last year was very smooth and that Brenda did a great job keeping up the records and having everything organized for them. Mr. Shearer wanted to review the DCED 30 report which is the Borough's report that is submitted on a yearly basis to the DCED. This is the report for the year ending 2017. The first pages are the independent auditors report. It states that Hamilton & Musser audited the DCED report. Next is their opinion which is an unmodified opinion which is the highest opinion a municipality can receive on a report like this. Next are the findings of the audit which showed a gain for the year of \$318,000. Some of this is attributed to the stock market and the funds in the pension doing well. Then the actual DCED report which combines all the funds together. The pension is listed separately. The debt statement shows paying off the one loan. Over all the audit went well and the numbers look very good. The internal controls were also evaluated. In a small Borough it is hard to have a separation of duties but there are controls in place to detect any issues that would come up. A management report will be issued at a later date.

Dee Stewart from 103 S. Main Street was present to check in about her property line and tree issue. She states the property line issue has been clarified but is still inquiring about help with removing the 3 trees that are on the property line. Mr. Sabold had looked at the trees and feels they are on the Borough side and is concerned with the weather of them falling on the electric lines. Mr. Grim had gotten a quote which included cutting down, grinding the stumps and hauling away. She does not feel that the stumps need removed since there is a lot of brush there. This should lower the cost. She had gotten a quote for some trees that are on her side and thought she may be able to get the Borough a lower price. Mr. Slusser made a motion for Duane to contact Affordable Lawn to have the 3 trees cut down and removed. Mr. Ferry seconded the motion. Ms. Bishop asked if we could use the same contractor Ms. Stewart is and possibly save on cost. Ms. Stewart will provide the information and Mr. Grim will get prices. The motion carried. Ms. Stewart thanked the council.

Mr. Slusser offered thanks to those who come each month and also wanted to apologize for the way some things have been handled. He feels each council member needs to question why they are here. The last few meetings he feels have been an embarrassment by the way some things have been handled and he feels there's a need to evaluate why we are here and who we are here for. Ms. Snyder added she feels we need to have a civil discourse and that we can agree to disagree but need to be respectful of one another. She states the council needs to respect you as the community that elected them and to respect them as the decision makers in the council. We are not always going to agree and that's to be expected but it's important to have a mutual respect as a community member and as a council member.

Mr. Ferry stated the Easter Egg Hunt on Saturday had a wonderful turn out and everything went smooth. The kids had a good time. Thank you to Rick and his team for handling the event.

Ms. Snyder extended a thank you to all who came to the service for Mayor Dentler. There was an amazing turn out. Andrew and Roger both spoke and paid a great tribute to the Mayor. We can be proud of the way we sent him out and this is a testament to the character of him.

SEWER

Public Works Report – Nothing to add. Mr. Sabold asked if the fence has been repaired. It will be a couple of weeks till they have all the parts and get it scheduled to be fixed.

Engineer's Report – Mr. Spangler reported the Chapter 94 report was submitted to the DEP this past week.

Solicitor's Report – Nothing

Old Business & New Business - Nothing

WATER

Public Works Report – Mr. Grim added they will be exercising valves and flushing hydrants soon.

Engineer's Report – Mr. Spangler reports Chad from his office contacted DEP regarding well#4. It is unlikely that well could be reopened because of the proximity of the Rutter's. Discussion followed of options of where we should go from here. It was decided a meeting should be called with United Environmental to discuss such. Mrs. Koch will contact them to attend the next council meeting on May 7th.

Solicitor's Report – Nothing

Old Business – Dover Township was contacted regarding the water lost at the Community Park. They asked how we would like to handle a refund. Council felt a credit on our next billing would be fine. They have a meeting next week and it will be addressed.

New Business - Nothing

BOROUGH

Public Works Report – Mr. Grim received a quote from Milt’s Repair Service for a battery backup system for the traffic light at the square. A battery backup with manual generator transfer was quoted for \$7,750. Mayor Kroft asked if we can use just the generator without the battery backup system. Mr. Grim did confirm that if stop signs are there and the lights come back on that it is illegal and if there is an accident there is the possibility of being sued. Chief Dettinger suggested finding out the minimum wattage generator needed to support the light system. The generator would have a manual transfer switch. Mr. Grim wondered if we can turn the lights off completely when stop signs are put out so they would not come on when restored till the signs are removed. There is a special key needed to do that. Mr. Grim will get a revised quote.

Zoning Manager’s Report – Mr. Bledsoe added special kudos to our new employee and office help. He feels there is a great work crew here and everyone does a good job.

Mr. Slusser inquired if the water issue in the basement on N. Main Street was figured out. Mr. Grim believes the service line is leaking at 25 N. Main and 27 N. Main is taking in water. Council suggested running a jumper hose to see if that eliminates the water going into the basement. This repair will be the homeowner’s responsibility and a letter will be issued to let them know to have the repair done in the required time.

The question from Mr. Bledsoe’s report of eliminating a parking space on N. Main so that trucks can make a right off of Butter Road was discussed. A letter had been sent to the local companies requesting they use Meadow Road and Canal as the truck route. That will remain the same. Unfortunately there is not a weight limit on Butter Road. Therefore if they choose that route nothing can be done.

Engineer’s Report – Mr. Spangler is finishing up the street bid documents. The inlets on Meadow will be raised and Ms. Bishop brought up the issue of the curbing that is deteriorating. Part of it is right were the one inlet is located and some is past that area. He believes it would be about 40-50’. He can get a quote as an alternate in the bid document for the curbing just to see what a price would be. This would not be paid from liquid fuel. Council agreed to get this quote.

Mr. Spangler met with Duane, Peggy and Todd at Ketterman Park to look at the water issue. It is going across the walkway and freezing. He is trying to come up with some ideas to resolve that issue.

Solicitor’s Report – Mr. Herrold received an email from Mr. Ruth letting him know that the issue with Dee Stewart’s property line has been resolved and he may be doing a new deed to clarify them.

There was a question last month if Mr. Raffensberger can stay on as the liaison for the ambulance club. There is nothing legally prohibiting him from doing so. He can also serve on the rec board at the same time.

Mr. Spangler and Mr. Herrold left the meeting at 8:54 pm.

Mayor’s Report -

Police Report – Mayor Kroft reported calls are up in the Borough and surrounding areas but some of this is due to more police coverage. The collective bargaining agreement is coming up and they are negotiating several things especially health care cost. The succession plan of Chief Bentzel’s retirement was discussed and they approved an 18 month plan starting about July 1st which will create a temporary position so the upcoming chief can shadow him. There will be some promotions from within and then they will probably need to hire two new officers.

Rec Board Report - Mr. Pope reported there was a very good turnout for the Easter Egg hunt. The weather held out and a lot of kids attended. He wanted to thank those that helped out. Dover Football was there, Mr. Ferry and Mr. Raffensberger also helped. The next event will be the Food Truck event on June 16th at the fire company. There will be two musical groups performing. The event time is 3-8 pm. Mr. Slusser thanked the Rec board for the invitation to the local sports team to be involved in the food truck event as a way to help

them earn raise funds. Mrs. Pope thanked the fire company for always advertising their events on the fire company sign.

Ambulance Club Report – Mr. Raffensberger reported in the month of January there were 12 calls in the Borough and 107 in the Township, February there were 12 in Borough and 110 in the Township and March there were 9 in the Borough and 94 in the Township. They are planning their 60th Anniversary which is the same date as the Halloween Parade from 1-3:00. This is tentative at this time. Mrs. Kroft stated there is a possibility of not having a Parade this year because of the construction at the school. That is to be determined.

Secretaries Report – Fulton Bank raised the limit on the Borough visa card. Mrs. Plowman will contact them to have that lower back to the \$7,500.00 limit.

Mrs. Plowman added the cell phone that Todd was using has quit working and she contacted AT&T for options to replace it. We can replace it with the same flip phone for \$49.99. They also gave the option of a LGK20 smartphone for \$119.99 or a Samsung Galaxy J3 for \$179.99. Mr. Ferry made a motion to replace the flip phone for \$49.99. Mr. Slusser seconded the motion and it carried.

The Dover Historical Society had asked about the Borough making copies for them or at a reduced price. Ms. Bishop states under the 501 C3 we could not do anything for the food bank therefore we should not pick and choose or spend the tax payers money in that way.

Treasurer's Report – Mr. Sabold made a motion to accept the Treasurer's report as presented. Mr. Slusser seconded it and the motion carried.

Old Business – Mr. Ferry asked about the status of the no smoking signs for Ketterman Park. Mr. Grim has received them but they are not installed yet. Mr. Ferry also feels the park rules should be posted at more areas than just the one. It was agreed to install a smaller sign that would reference following the park rules. These would be placed at three locations which would be at Edgeway Road, by the black smith shop and at the bottom end of the walkway at the school.

New Business – Mr. Ferry referenced the last snow event and the fact that Mayor Dentler had gone to the hospital. We were trying to get the snow emergency through which Mr. Bledsoe worked hard at and would normally be handled by the Mayor. He suggested that for any reason the Mayor would be out of service that it would fall under the EMA director as being able to submit it. A lot of it is now going electronic. Mr. Pope also needs notified so he can enter it into the County. Otherwise, if there is funding available we would not be eligible. A snow emergency also gets posted on the fire company sign. Chief Dettinger suggests an email be sent to the fire company with this information which can be disbursed from there instead of having to notify several people.

Mr. Sabold stated we have 30 days to fill the Mayor position. President Koch feels it should be opened to the public for that period of time. A special meeting will be scheduled April 23, 2018 at 7:00 pm to appoint a Mayor. This will be advertised, posted on the website and put on the sign on the square.

With no further business to discuss, Mr. Ferry made a motion to adjourn with a second by Ms. Bishop. All were in favor. The meeting adjourned at 9:40 pm.

Respectfully submitted,

Brenda J. Plowman
Secretary/Treasurer