

MINUTES

The regular monthly meeting of Dover Borough Council was held at Borough Hall, 46 Butter Road on Monday, June 4, 2018 at 7:00 pm. All members were present. President Kroft called the meeting to order. A moment of silent prayer followed and the Pledge of Allegiance.

The May 7, 2018 minutes were reviewed. Ms. Snyder states on page 1 under public comment, the word mute should be moot. Ms. Bishop stated on page 2 under water that Frederick Street should be Court and under old business the word lose should be loss. Mr. Sabold made a motion to approve the May 7, 2018 minutes as corrected. Mr. Slusser seconded the motion. All were in favor.

PUBLIC COMMENT

Chief Dettinger provided the fire company report.

- They responded to 19 calls in May. Two of those calls were in the borough.
- Chief Dettinger wondered if the new burn ordinance was adopted. Mr. Herrold states it is out for review at this time.
- Chief Dettinger reminded Mayor Hernley that the fire police need to be sworn in. He will attend the Thursday evening meeting to do this.
- The June calendar was reviewed. Two events were added on June 23rd. The Habitat for Humanity 5K Run and assisting at an Oliver tractor ride. Mr. Sabold made the motion to approve the activities on the June calendar with the two additions on June 23rd. Ms. Snyder seconded the motion and it carried.

EMA report – Mr. Pope was absent, nothing to report.

SEWER

Public Works Report – Mr. Grim added that we are pushing heavy flows through the plant right now because of the 4-5" of rain over the weekend.

Engineer's Report – Nothing to report

Solicitor's Report – Nothing to report

Old & New Business – None

WATER

Public Works Report – Mr. Grim reports that because of the heavy rains, the stone that was just put on the lane at well 6 got washed out and they will need to redo it.

Engineer's Report – Mr. Spangler referenced from the last meeting the email from United Environmental and them mentioning two possible well locations. There has been no response from them and Mr. Spangler is suggesting an official letter be sent from the Borough requesting the areas they are referring to and what is the next step since we are not sure how the USTIF actually works. President Kroft states we should ask for an explanation of the sites and let them know that we have exhausted all our options and have drilled several test wells and to ask what our options are in order to get this settled.

Solicitor's Report – Nothing to report

Old Business – Ms. Bishop asked if the Pope residence has been taken care of. Mr. Ferry states it will be done on either the 21st or 22nd of this month.

New Business – None

Mr. Sabold questioned the water meter battery replacements on Mr. Grim's report. He explains the wrong batteries were installed and are not lasting. As they go bad we are replacing them at no cost to the Borough. Mrs. Koch wondered if we have to wait to replace them till they go bad or if we can replace them before that since we know they are going to go bad. Exeter had told Mr. Grim that if we have the meter numbers they can tell which ones will go bad and the plan is to replace them ahead of time.

BOROUGH

Public Works Report – Mr. Grim reported that street sweeping will start Tuesday in the Delwood and Cranbrook areas. He doesn't expect it to take more than 3 days to complete the Borough.

Mr. Grim ask how to proceed with replacing the planters on the square. One planter was removed from the square already and it had been built right on the sidewalk with no footer under it but did have one opening for drainage. There were a few ideas discussed for replacement. It was decided to get prices for a large planter and also a preformed concrete with overlay or brick which would then require digging a footer. Mr. Sabold suggested checking if the Vo-Tech or high school would have students to do the masonry work. The other three planters will be removed since they are not safe. Mr. Slusser suggested renting a dump trailer from Ace to haul them away rather than doing it all by hand.

Mr. Grim asked for opinion on the quotes he received for signs for Ketterman Park. Mrs. Koch made a motion to order 5 signs from Graphic ID at \$29.95 each. Mr. Ferry seconded the motion and it carried.

Mr. Grim reported he checked about stone to put under the sign at Ketterman Park. Stauffer's has red stone for \$55 a scoop. Mr. Sabold suggests checking with Standard Concrete for pricing on Pocono River stone. Those may give a nicer appearance than others.

Zoning Manager's Report – Mr. Bledsoe thanked the fire company for putting street sweeping on their sign. He reports he attended the York County Stormwater authority meeting. They presented lots of options which will also cost money. The big issue is stormwater which is not clean. Some waterways were tested in 2010 and again in 2018 and there is a lot of degradation. He states he is glad he volunteered to go because it is very interesting. This will be similar to the MS4 which is more for urbanized areas but they would like to involve the whole county. Mr. Spangler says they started this to try to eliminate some of the farming runoff. There are goals to be met by 2025 and if they do not all areas will have to do this. Chesapeake Bay Foundation has already said if they don't start showing some better progress they could sue EPA again which comes down to DEP and then to us. This session was a lot of brain storming to see if it will work or not.

Mr. Bledsoe mentioned Mr. Shaffer gave a parking space drawing. Mrs. Koch asked if he can provide a dimensional drawing showing the size of the spaces and the handicapped spaces.

Mrs. Koch wanted clarification about the sign at 103 S. Main Street. She says he told them it was issued as a home occupancy and now he's saying as cottage industry which makes the sign compliant with our zoning ordinance. You said you issued it as a home occupancy and she did not have to comply with ADA and now you're saying she's falling under a retail business and her sign qualifies so why doesn't she have to qualify under ADA? He says he spoke to Commonwealth Code first and they said since she is the only one working there and it's a home occupancy. President Kroft believes it has to do with the amount of square footage she is using for retail purposes. Mr. Bledsoe states it can be up to 50%. President Kroft says since it is under the 50% she does not have to comply with ADA rules. Mrs. Koch says the lady with the counseling business that was there before had to comply with ADA rules and had to put parking in the back. She is just trying to understand the difference and why she doesn't have to comply with that too.

Engineer's Report – Mr. Spangler received the bonds and insurance for the street project. He presented three contracts for signature. Last meeting it was brought up about the traffic signal and a control box. He presented information on what you can use liquid fuels monies for. He tried to contact Mr. Kopp but wasn't able to follow up with him. He suggested Mrs. Plowman check with him if this can be paid from liquid fuels money.

Solicitor's Report – Nothing to report. Mr. Herrold introduced his son Andy. He is currently in the Army Jag Corps but will be leaving there and will be joining Mr. Herrold's firm.

Mayor's Report – Mayor Hernley reported he is trying to get out into the Borough to meet people and introduce himself. He spoke to a resident from 83 N. Main that is in contact with Historic York. He is looking for grants for some of the older homes to do repairs and to help make the Borough look more respectable than it does. They are going to meet with him on June 16th to go through the Borough and Mayor Hernley is going to join them. He is also going to speak at the start of the Habitat for Humanity 5K Run on June 23rd. A dedicated email has been set up for the Mayor, it is doverboroughmayor@gmail.com. He will also be submitting a monthly calendar of his activities as Mayor.

Police Report – President Kroft reported calls were up by 2 this month from 2017 to 2018 which puts us up a total of 18 for the year. Most of the increase is service calls, which includes parents calling because their children are out of control. The union contract is still being worked on. President Kroft checked about the President or Mayor being the Police Commissioner. He would like to stay on as the Borough representative. He spoke to Mayor Hernley about this and he will be the backup if President Kroft could not attend a meeting. These meetings are open meetings and Mayor Hernley is still planning to attend.

Rec Board Report - Mr. Pope was absent. Mrs. Koch questioned the \$50 fee the food trucks are paying to be in the Food Truck event. This is the fee to be in the event in lieu of a percentage of what they sell. She states there needs to be a paper trail. Mrs. Plowman let them know there was a form that each vendor submitted with their payment. These forms will be on file for the auditors to see where this income came from. Chris Hake was not present but had expressed interest in joining the Rec board. Mr. Slusser made a motion to appoint Chris Hake to the Rec Board. He will fill the open seat that expired in 2015 which will now expire in 2020. Mr. Ferry seconded the motion and it carried.

In regards to the recent 4-5" of rain we received, there was a discussion about Ketterman Park and the use of wet fields and damage that can be caused to them. With several sports teams using the facility it is hard to know who actually may cause the damage. It was felt that some kind of a policy should be created regarding use when the fields are very wet. Mayor Hernley states that for soccer at Lehr Park they have a policy that they provide a schedule of how many kids will be on the field and when. If the field is in bad shape the Township closes them until further notice and the township makes this decision. We should have similar policies. Baseball may be a little different since they only use the grass in the outfield area. Mrs. Koch states there should be one point of contact to know all the sports teams' schedules and monitor this. Mr. Slusser offered to do that and keep a master schedule of all the teams use. Mr. Ferry felt the teams should be coming to a council meeting and asking for permission and stating their intention for field care. Ms. Bishop thought in the past that even if they contacted Mr. Pope they also had come to a council meeting. President Kroft suggested till next season that we have something in writing and that it includes their responsibility with the field conditions. These should include insurance coverage, practice and game schedules. The ordinance needs to be updated to say if you are an organized sports team using our Park we need a written agreement. The park rules may need to be revised also. Mr. Sabold commented that there could be signs posted that the park is closed. A fee will also be part of the agreement and be based either on the amount of times used, amount of kids playing or a daily or weekly fee. This would be something to start 2019. President Kroft thinks the ordinance should be looked at for the park and possibly updated. The park rules fall under a resolution. Mr. Herrold should be contacted about a new policy and implement it.

Derrick Higgs, the field maintenance director for Dover Athletics Little League Baseball was present. He added he feels this is a good idea. They play at Lehr Park and the Township does not close the park. They are going to start losing fields this summer because of the school renovations. He feels acting on this change sooner than later is best due to budgeting purposes. The baseball teams already pay to maintain the dirt field. Different rates may be charged depending which part of the park is being used. The fee they pay at Lehr Park includes up keep of the Diamond-Tex so that is already a part of their fee. Mr. Higgs came to represent the board. He wanted to find out if they can place a small shed at the park for their tractor which is used to drag the field. It is currently being done by hand. Mr. Slusser suggested he get with Duane to find a location to place the shed before the July 2nd meeting. An ok can be given at that time when the size of the shed is known

and where it will be placed. Mrs. Plowman will contact Mr. Herrold in reference to an agreement with sports teams' use of the park.

Ambulance Club Report – Mr. Raffensberger had nothing to add to the report presented.

Secretaries Report – Mrs. Plowman had nothing to add to the report. She highlighted the census addresses are being worked on and she confirmed some addresses that need removed from the list. She also reminded that the RSVP for the YCBA dinner is June 20th.

Treasurer's Report – Mr. Sabold made a motion to accept the treasurer's report. Mr. Ferry seconded it and it carried.

Old Business – President Kroft reported that he, Mr. Sabold and Mr. Slusser met with Mr. Hoppel on May 31st to do his 90 day evaluation. His 90 days was on May 26th. Mr. Hoppel still has some things to learn but he is doing a wonderful job. He really loves his job and is excited to come to work. It is recommended per the handbook that he receives a 50 cent raise effective May 27th. Ms. Snyder made a motion to grant Mr. Hoppel the 50 cent wage increase retroactive to May 27th. Mr. Ferry seconded the motion and it carried.

New Business – Mr. Ferry asked if the resident from 33 N. Queen Street was contacted in reference to their grass. Mr. Bledsoe states the house is going into foreclosure and they will not be mowing it. McCabe's Lawn Care will be contacted to mow the property and it will be billed on the account. Mr. Ferry suggested a reminder be put onto our website regarding grass mowing, weed pulling and bush trimming.

It was discussed at the executive session to change the employee handbook to include when public works employees are called into work outside of regular work hours. There was nothing in the handbook for this. It was agreed to pay a minimum of 2 hours. Mr. Slusser made a motion to add to the handbook a minimum of 2 hours pay when public works are called into work outside of regular hours effective June 1, 2018. Mr. Ferry seconded the motion and it carried.

With no further business to discuss, Mr. Sabold made a motion to adjourn with a second by Mr. Ferry. All were in favor. The meeting adjourned at 9:18 pm.

An executive session followed the meeting.

Respectfully submitted,

Brenda J. Plowman
Secretary/Treasurer