

## **MINUTES**

The regular monthly meeting of Dover Borough Council was held at Borough Hall, 46 Butter Road on Monday, February 4, 2019 at 7:00 pm. Ms. Bishop was absent due to illness. President Kroft called the meeting to order. There was a moment of silent prayer followed by the Pledge of Allegiance.

The January 7, 2019 minutes were reviewed. Mr. Sabold had one addition under water to add the location of the water main break. Mr. Sabold made a motion to approve the January 7, 2019 minutes with the one addition. Ms. Snyder seconded the motion. All were in favor.

## **PUBLIC COMMENT**

Chief Dettinger provided the fire company report.

- They responded to 29 calls in January. Ten of those calls were in the Borough.
- In 2018 there were 262 calls. They averaged 4.1 personnel on the apparatus per call and 3.4 on standby at the station. This totals 7.5 people per call. There are currently a total of 18 firefighters and two applications pending. There are seven officers and nine Fire Police officers. The years of service from the officers total 150 years of experience. There was one loss last year on N. Main Street at Mayfield Street which was about \$27,500 in loss. The heaviest call volume day was Wednesday with 51 calls. The response times in the Borough from dispatch to arrival averaged four minutes and six seconds. There were a tremendous number of fundraising hours with the carnival alone at 900. Service was provided to 21 different municipalities in 2018.
- The February 2019 calendar was reviewed. There was an addition to the calendar for the fire company banquet on February 9<sup>th</sup>. East Berlin will be providing coverage during the banquet. Ms. Snyder made the motion to approve the activities on the February 2019 calendar with the one addition. Mr. Sabold seconded the motion and it carried.
- Chief Dettinger attended the Joint Comprehensive Planning meeting and felt it was very interesting. There was a lot of discussion with Dover Township Fire Department, Dover Ambulance and EMA's. He had a conversation with Chief Glen Jansen from Dover Township Fire Department in regards to the two companies servicing the community, where their relationship currently is and where they can go from here. It was a productive discussion with a lot of positives and they will be hopefully expanding on those positives at a later time.

EMA report- Mr. Pope reported that it has been a busy couple of weeks with the weather conditions. Chief Dettinger asked if the generator for the traffic lights has been purchased. Mr. Ferry confirmed that it has been and the Borough currently has it. President Kroft will connect with Mr. Grim for training and housing of the generator.

Mr. Jay Mummert from Heritage Senior Center was present. He gave the Council packets of information about the Center. They started in 1974 in the Dover UCC Church. They then moved into St. David's and then to their current location in the Dover Community building which they have now outgrown. They have about 500 members, they serve an average of 75 – 80 people lunches per week and deliver about 100 Meals On Wheels. They also have many activities including exercising. Donald Zeigler donated land to build a new senior center. Charlotte Zeigler Snyder donated \$200,000 towards a new building project. They are one of the most active senior centers in York County. The board wanted this information to be shared with the Borough council to keep them up to date.

Sam Herman, Tax Collector from 65 Amberview Drive was present in reference to the tax collection fee Ordinance 2010-1. This Ordinance pertains to tax certifications, in-lieu-of bill and bad checks. The current fees are \$15 for tax certification, \$3 for in-lieu-of bill and \$25 for bad checks. Mr. Herman is proposing to raise the tax certification to \$25 and in-lieu-of bill to \$5. The fee for bad checks is governed by the district attorney so it cannot be raised. There are 67 tax collectors in York County and a survey of them showed an average of

\$25 for tax certifications. Settlement companies usually charge between \$50 and \$100. To change the fees would require a new ordinance. Mr. Herman spoke to Mr. Herrold's office and the biggest cost is the advertising for it which runs about \$80. Mr. Herman offered to pay the \$80 since the change would benefit him. Mr. Herman explained that a tax certification is needed when he gets calls from a settlement company or mortgage company asking if there are taxes owed on a property. He fills out a form and certifies that the information is correct. In-lieu-of bills are those tax checks received without the tax bill enclosed. The tax collector can charge for the additional research to find the account. He normally does not charge residents, but does charge mortgage companies. The original ordinance for this started as 1992-2, it was then updated in 2001 and again in 2010. Mr. Sabold asked if he is looking for council to give approval for this to be advertised. President Kroft asked if the tax certification and in-lieu-of bill money stays with him and doesn't go to anyone else. Mr. Herman confirmed that as correct and is asking for approval. Mr. Sabold wondered how many of them he gets a year. He states he gets about one or two a month but it depends how many properties are being sold. Mr. Ferry made a motion to advertise for the updated tax fee ordinance to change the tax certification fee to \$25 and the in-lieu-of bill fee to \$5 and for the Borough to pay the cost to do so. Mr. Sabold seconded the motion and all were in favor.

Elaine Kroft from 13 E. Canal Street wondered if they were aware that the Community Courier no longer comes to Dover. She called them and they said they did not have enough advertising support for our area. She was advertising in it for the fire company events but now there is not an issue that covers Dover area.

Ms. Snyder, Mr. Bledsoe and Mr. Ferry are on the Joint Comprehensive Planning committee. Ms. Snyder wanted to make sure everyone was aware that the first public kick off meeting will be February 13<sup>th</sup> from 6:00 until 8:00 pm at the Dover Community Building. This will give the community a chance to hear what they are working on so far and give the community an opportunity for their input as well. There will be three additional public meetings. There is a webpage which is linked from the Dover Borough and Dover Townships websites so you can follow the progress.

## **SEWER**

*Public Works Report* – Mr. Grim was absent due to not feeling well. He informed President Kroft that there was nothing to add to his reports.

*Engineer's Report* – Mr. Spangler reported that they are starting to work on the Chapter 94 report. Mr. Kehew will be contacting Mr. Grim for information for the report. Mr. Grim spoke to Mr. Spangler about doing some televising inspections in Delwood. It has been about four years since it has been done. The last time Shrewsbury Borough equipment and personnel was used. He will get a price from them for the next meeting.

*Solicitor's Report* – Nothing

*Old Business* – Nothing

*New Business* – President Kroft asked Mr. Spangler if he has looked at any sewer lining projects for this year yet. Mr. Spangler said there is one possible sewer lining project but he would like to see the televising first to see if there are any other issues.

## **WATER**

*Public Works Report* – Nothing

*Engineer's Report* – Nothing

*Solicitor's Report* – Nothing

*Old Business* – Mr. Sabold asked if there has been any word from United Environmental which there has not.

*New Business* - Nothing

## **BOROUGH**

*Public Works Report* – Nothing

*Zoning Manager's Report* – Mr. Bledsoe states he has been getting inquiries about putting manufactured housing in the Borough. The only Ordinance he found in regards to that is under stormwater. He asked what our regulation is. President Kroft states it has to be on a basement or on a fixed foundation.

*Engineer's Report* – Mr. Spangler followed up with Ms. Snyder on the Joint Comprehensive Plan information. HRG was looking for the Plan 537 which Mr. Spangler supplied. They are also looking for infrastructure age information and what has been done. He will meet with them this week about this.

Mr. Spangler states he is going to work on getting information out to some contractors for quotes to repair the water issue at Ketterman Park. He will have this for the April meeting. There was conversation before about some curb and sidewalk repair on Meadow Road. This will be added on as a quote option to the Park quote. The curb repair would be the responsibility of the homeowners. Mr. Ferry asked if the repair of the water issue at Ketterman will need to be run by the school first. President Kroft and Mr. Slusser both believe it is adding structures that need approval from the school. Mr. Herrold states this would be a maintenance matter.

*Solicitor's Report* – Mr. Herrold presented five resolutions for providing beer at the fire company dinners.

Ms. Snyder made a motion for approval of Resolution 2019-01 to allow the fire company to provide beer at the April 6, 2019 fundraiser dinner. Mr. Slusser seconded the motion and all were in favor.

Ms. Snyder made a motion for approval of Resolution 2019-02 to allow the fire company to provide beer at the May 4, 2019 fundraiser dinner. Mr. Slusser seconded the motion and all were in favor.

Ms. Snyder made a motion for approval of Resolution 2019-03 to allow the fire company to provide beer at the August 3, 2019 fundraiser dinner. Mr. Slusser seconded the motion and all were in favor.

Ms. Snyder made a motion for approval of Resolution 2019-04 to allow the fire company to provide beer at the September 14, 2019 fundraiser dinner. Mr. Slusser seconded the motion and all were in favor.

Ms. Snyder made a motion for approval of Resolution 2019-05 to allow the fire company to provide beer at the November 9, 2019 fundraiser dinner. Mr. Slusser seconded the motion and all were in favor.

Mr. Herrold received the signed copy of the repayment agreement with Paradise Township. This original will be held on file.

Mr. Spangler and Mr. Herrold left the meeting at 7:42 pm.

*Mayor's Report* – Mayor Hernley highlighted that the National Honor Society is looking for things to get the students involved with. Mrs. Plowman had received a call looking for people to shovel snow. They are working on a list of names that can be contacted for that or lawn care for the elderly, etc. They are planning a spring cleanup in the Borough along with some other groups. Ms. Snyder asked if they would be covered with insurance. There is a possibility they are covered through the school. Mayor Hernley is going to check into that and with PennDOT since Main Street is a state road. Mrs. Koch believes if they are doing something for an individual they would be covered under their homeowners. President Kroft added if it is something as a group then it should be under the school.

*Police Report* – President Kroft reported the final numbers for 2018 were down 53 calls for the year. We were the largest decrease but none had a large increase and the police department as a whole was up 3/10 of a percentage and it was the first time they hit 29,000 calls ever. There was only one arrest in the Borough in December and it was someone that was not a Borough resident. If anyone has any questions or concerns the police department would like to know. Ms. Snyder asked what the cost is every time they have to revive a heroin overdose. President Kroft states they get federal grants to pay for the Naloxone so he is not sure. The

amount they provided this year was actually down compared to the year before but they attribute that to the fact that you can get it over the counter now. Often, when the police arrive, the individual has already been revived because someone had Naloxone with them. There was a batch of branded heroin recently and they were actually able to trace it back to the local dealer and the main distributor in Philadelphia and arrest them.

*Recreation Board Report* - Mr. Pope reported the Easter egg hunt will be April 20, 2019 from 1:00 until 3:00 pm. Mr. Pope asked to purchase a bunny costume for the Easter egg hunt. They are about \$100 on Amazon. There are funds available under the recreation board budget so they will make the purchase. They are looking for more help and asked if people from outside the Borough can be on the board other than Dover Township. President Kroft said he knows they can help but wasn't sure if they can be on the board. That would need looked into.

*Ambulance Club Report* - Mr. Raffensberger had nothing to add to the report.

*Secretaries Report* - Mr. Sabold asked about Fulton Bank no longer scanning for two signatures. President Kroft states the bank does not require two signatures on checks and that it is an internal thing that the Borough does. If a check would only have one signature it would go through. Mrs. Plowman added the banks scanner will no longer scan for more than one signature. The Borough will continue to require two signatures.

*Treasurer's Report* - President Kroft explained that on the last bill from Mr. Herrold's office we were billed for both John and Andrews's time. This was an error. Andrew has to track his hours but we were not to be billed. Mrs. Plowman stated we have been credited for it on the most recent billing. Mr. Sabold made a motion to approve the treasurer report as presented. Mr. Ferry seconded the motion and it carried.

*Old Business* - Mr. Ferry asked if Frank Tolbert has been contacted in reference to doing a newsletter for the Borough. President Kroft had emailed him but didn't hear back so he will reach out to him again. Mr. Ferry feels we should do a quarterly newsletter with general information especially since there are a lot of new residents with many properties being sold. This would give them the information they need for each season of the year. Ms. Snyder suggested even just a postcard for this. Mr. Sabold thinks that may be better than an actual newsletter because it's tough to get enough information for that. A postcard could just be key information highlighting Ordinance information that they may not be aware of.

*New Business* - A letter was received from Dover High School for approval to have the Homecoming Parade on Thursday October 3, 2019. Council questioned if the date is correct. Mr. Sabold made a motion to approve the Homecoming Parade and to just verify the date. Mr. Ferry seconded the motion and all were in favor.

With no further business to discuss, Mr. Slusser made a motion to adjourn with a second by Mr. Ferry. All were in favor. The meeting adjourned at 8:10 pm.

Respectfully submitted,

Brenda J. Plowman  
Secretary/Treasurer