

MINUTES

A special meeting of Dover Borough Council was held at Borough Hall, 46 Butter Road on Monday, October 14, 2019 for the purpose of preparing the 2020 budgets. All council members, Mayor Hernley and Duane Grim were present. President Kroft called the meeting to order at 6:30 pm followed by a moment of silent prayer.

Mrs. Koch stated that she feels the letter that Chief Dettinger read at the council meeting was a little inappropriate to throw a Borough employee under the bus at a public meeting and that it should've been discussed one on one with the employee in a telephone conversation or face to face and not at a public meeting. She feels that was unfair. President Kroft will pass it on.

Wallace Fund

Every other year funds are distributed to Dover Borough. We have not received the payment for 2019 yet and are estimating it to be the same as the last distribution of \$1,800.00. The anticipated *Interest Income (341.00)* was increased to \$20.00. *Clock Maintenance (465.45)* is the only budgeted expenditure from this account and will remain the same at \$700 for 2020. This will leave a proposed ending balance of \$1,852.11.

Highway Aid Fund

Notice of estimated 2020 State Aid has been received for \$57,656.71. *Interest Income (341.00)* was increased to \$1,500.00. This will give total income of \$59,156.71. No amount is being budgeted for 2020 *Capital Expenses (406.74)*. *Winter Maintenance Supplies (432.22)* were discussed. Mr. Grim plans to get one more load of salt in 2019 and is planning on three loads in 2020. This item was increased to \$5,000. Two line items will remain the same for 2020: *Traffic Control Devices (\$1,000)*, and *Street Repairs (\$1,000)*. There are street signs that need replaced. Some will be done in 2019 and the balance in 2020. *Contracted Services (439.45)* were discussed. No projects were done in 2019 since no one bid on them. The projects that Mr. Spangler proposed for 2020 were discussed. The drainage improvements at Meadow Road/Canal Road/Fairview Avenue are estimated at \$11,000. Base repair and paving of Maplewood Drive from Willow Drive east to Oakwood Drive is estimated at \$57,000 and Willow Drive estimated at \$52,000. Culvert replacement on Willow Run Road is estimated at \$23,000 and Meadow Road is estimated at \$15,000. That will leave the proposed base repair and paving of Maplewood Drive from Willow Drive east to Oakwood Drive eliminated due to funds. It was decided to budget \$158,000 for *Contracted Services (439.45)*. Total expenses will be \$165,000 and leave a proposed ending balance of \$21,225.07.

Water Fund

Income from *Water Fees (378.10)* was discussed. With the switching of the Dover Intermediate and High Schools the amount was decreased to \$235,000. *Interest Income (341.00)* was increased to \$4,000. The *USTIF Reimbursement (395.02)* will be the same for 2020. Under Expenses, the following were reduced, *Computer Software Maintenance Agreement (448.21A)* to \$1,200, *Chemicals (448.22)* to \$3,500, *Utilities (448.36)* to \$10,000, *Contracted Services (448.45)* to \$50,000, *Continuing Education (448.46)* to \$400, *Capital Equip/Machinery (448.74)* to \$2,500 and *Insurance Policies (486.00)* to \$1,500. The following were increased, *Analysis Fees (448.31)* to \$5,000 since additional water testing will be done in 2020 and *Dues, Subscriptions and Permits (448.42)* to \$2,750 since there is a new DEP permit required. *Water Purchase (448.24)* was left blank. *Health Insurance, Payroll and Payroll Taxes* were not available. All other expenses stayed the same.

Sewer Fund

Income from *Sewer Fees (364.10)* was decreased to \$580,000 due to the switching of the Intermediate and High Schools. *Interest Income (341.00)* increased to \$8,000. Under Expenses, the following were reduced,

Insurance Policies (429.35) to \$3,000, *Utilities (429.36)* to \$27,000 and *Sludge Disposal (429.37B)* to \$15,000. *Capital Purchase Machinery & Equipment (429.74)* was increased to \$5,000. *Contracted Services (429.45)* was left blank. We will continue to pay additional principal of approximately \$72,000 on the *2009 Loan-Principal and Interest (470.00)* to total \$250,000. *Health Insurance, Payroll and Payroll Taxes* were not available. All other expenses remain the same for 2020.

Mrs. Koch, Chair of the Personnel Committee announced they have a candidate for the part-time Zoning Officer position to replace Mr. Bledsoe. Mrs. Koch states it is Georgia Sprenkel who has experience for many years in Zoning at Dover Township. If council would like to interview her, Mrs. Koch can set it up. Most of Council was familiar with her and elected not to interview. Mrs. Koch made a motion to appoint Georgia Sprenkel to the part time Zoning Officer position to start on October 28th to shadow Mr. Bledsoe with her official start date of November 1, 2019. Mr. Ferry asked the pay rate. Mrs. Koch replied \$17.50 based on her experience. Ms. Bishop seconded the motion and all were in favor.

Mr. Slusser made a motion to adjourn the meeting with a second by Ms. Bishop. The motion carried and the meeting adjourned at 9:51 pm.

President Kroft stated an executive session will follow the meeting.

Respectfully submitted,

Brenda J. Plowman
Secretary/Treasurer