

**MINUTES**

A special meeting of Dover Borough Council was held at Borough Hall, 46 Butter Road on Tuesday, October 13, 2020 for the purpose of preparing the 2021 budgets. All council members and Mayor Hernley were present. President Kroft called the meeting to order at 6:30 pm followed by a moment of silent prayer.

The Wallace Fund and Highway Aid Fund budgets were reviewed with no changes.

**Water Fund**

The water fund budget was reviewed. *Health Insurance (487.00)* was updated to \$9,627.60. Mrs. Plowman had entered the proposed *Payroll and Payroll Taxes* as follows: *Borough Manager Payroll (401.10)* \$4,500.29, *Secretary/Treasurer Payroll (405.10)* \$8,704.80, *Clerical Assistant Payroll (405.15)* \$8,703.50 *Water Laborer Payroll (448.12)* \$36,241.82 and *Payroll Taxes (487.01)* \$4,448.51. Under Expenses The following were decreased, *Water Purchase (448.24)* to \$110,000, *Contracted Services (448.45)* to \$35,000. A transfer from *Water Savings (392.06)* for \$2,797.42 gives a balanced budget at \$270,397.42.

**Sewer Fund**

The sewer fund budget was reviewed. Mrs. Plowman had entered the proposed *Payroll and Payroll Taxes* as follows: *Borough Manager Payroll (401.10)* \$4,500.29, *Secretary/Treasurer Payroll (405.10)* \$8,704.80, *Clerical Assistant Payroll (405.15)* \$4,351.75, *Sewer Laborer Payroll (429.12)* \$57,518.78 and *Payroll Taxes (487.01)* \$5,743.28. *Contracted Services (429.45)* were discussed and was decided to complete all the sewer lining in Delwood and televise other areas for future projects. This was increased to \$135,000. A transfer from *Sewer Savings (392.08)* for \$38,214.90 gives a balanced budget of \$604,714.90.

**General Fund**

*Health Insurance (487.196)* was updated to \$32,092. Mrs. Plowman had entered the proposed *Payroll and Payroll Taxes* as follows: *Borough Manager Payroll (401.12)* \$13,500.86, *Secretary/Treasurer Payroll (405.12)* \$17,409.60, *Clerical Assistant Payroll (405.14)* \$4,351.75, *Sewer Laborer Payroll (406.14)* \$20,550.40 and *Payroll Taxes (481.00)* \$15,886.46. *Park – Repairs & Maintenance (451.37)* was discussed and decreased to \$6,000. There may be some repairs made to the walkway in 2021. A future project discussed was the installation of bathrooms at Ketterman Park. A transfer from *General Fund Savings (392.01)* for \$23,708.06 gives a balanced budget of \$966,149.48.

Mr. Ferry made a motion to renew the same health insurance plan for 2021 at a cost of \$32,092. Mr. Slusser seconded the motion and all were in favor.

Mr. Slusser made a motion approving a payroll deduction of \$25 per week for health insurance for Mr. Grim beginning January 1, 2021. Mr. Sabold seconded the motion and all were in favor.

Mrs. Koch made a motion approving a 3% pay increase for Mr. Hoppel, Mrs. Deal, Mrs. Plowman and Ms. Sprenkel and a 2% pay increase for Mr. Grim effective January 1, 2021. Mr. Ferry seconded the motion and all were in favor.

Mr. Sabold mentioned there is a form that needs filled out for any council member that abstains from a vote for a conflict of interest. These should be signed and kept on file. Mrs. Plowman will check with Mr. Herrold on this.

Mr. Slusser made the motion to adjourn the meeting with a second by Mr. Ferry. The motion carried and the meeting adjourned at 7:30 pm.

Respectfully submitted,

Brenda J. Plowman  
Secretary/Treasurer