

MINUTES

The regular monthly meeting of Dover Borough Council was held at Borough Hall, 46 Butter Road on Monday, February 1, 2010 at 7:00 pm. All members were present.

The January minutes were reviewed. Ms. Bishop noted a correction on page 4, in the fourth paragraph, and the third line. The word "not" should be added after the first word "received". Mr. Seidel offered a motion to approve the minutes, as corrected. Ms. Bishop seconded the motion and all were in favor.

PUBLIC COMMENT

Chief Flohr reported the fire company responded to 24 calls in January. Six of those calls were in the Borough and seven were in Dover Township. They assisted a total of seven municipalities during the month. They have received and installed all of the radios for the new county wide radio system. Although there were some problems early on, they are working now. The Borough's emergency management coordinator still has Mr. Lentz's radio. There is an update to be installed later this month, after which she will deliver it to him. Chief Flohr reported Captain Dave Erney attended a Dover Township Supervisor's meeting last month, and was surprised when Mr. Kann reported Dover Borough's Council was not in favor of consolidating the fire companies into one regionalized fire company. The Council felt they had been clear about their willingness to discuss this with the Township. It was noted this was part of the November minutes. The Chief reported they applied for a grant for new turnout gear.

Mr. Seidel stated he wanted to publicly thank the fire company for their assistance when his roof blew off on January 25, during heavy rain and high winds. They put tarps on the roof to try and prevent any additional water damage.

Mr. Sabold called the Council's attention to the February fire company activities calendar. Mr. Eisenhart made a motion to approve the February fire company activities, as shown on the calendar. Mr. Dentler seconded the motion and it passed.

Dale Forry, 719 Butter Road, was present to discuss the undeveloped property he owns, which is accessed from Meadow Road. He had concerns about signing a waiver for the land bordering the park. Mr. Herrold assured him he was not signing away land that he had a right to use. Mr. Forry also questioned something Mr. Herrold told him about a section of his land which was not clearly deeded to him. Mr. Herrold explained that during the process of determining the ownership of the strip of land for Ketterman Park, all of the neighboring deeds were researched. Mr. Herrold stated he had simply mentioned, as a courtesy, that the abstractor found a small piece of the Forry land which did not appear to have clear title. Mr. Forry reported his attorney did not find any problem; unfortunately, his attorney was not able to attend the meeting with him tonight. Mr. Herrold offered to contact Dale Forry's attorney to discuss the issue with him. Mr. Forry reported his name is Tom Nell, and his office is in East Berlin. Mr. Herrold told Mr. Forry he would contact him.

Jim Forry, Dale Forry's son, interjected that he did not see how the Borough could take road frontage, or a right of way, away from someone. Mr. Herrold stated Edgeway Road had never been opened or dedicated so the Borough was not taking road frontage or a right of way from his father. Mr. Forry then stated he was discussing the Meadow Road entrance to the property. Mr. Herrold stated this area of the property was never part of the discussion in the Declaration of Taking filed by the Borough.

Ms. Bishop explained she was absent from the December meeting because she was in the emergency room at the time. She was experiencing severe dizziness.

SEWER

Manager's Report - There were two bypasses in January. Mr. Lentz reported one of the flow meters is now in manhole 37, just south of Jim and Nena's on North Main Street. They have seen the flow spike during wet weather from 6 - 7 gallons per minute (GPM) to 60 - 70 GPM. Mr. Eisenhart noted this equated to about 100,000 gallons per day. The Council debated if they should contact Dover Township and ask them to consider repairs in this area. Mr. Clark recommended they should wait until there is more definitive information to support it. Mr. Seidel asked if the Council should request Dover Township televise this section of their line. The Borough Council also discussed televising the lateral for the intermediate school. Mr. Clark suggested Utility Services Group could televise it while doing the other televising in the Borough. The Council authorized Utility Services Group (USG) to televise the 8" lateral running to the school building. Mr. Lentz reported USG had done televising and some "cure-in-place" repairs in the sewer mains on Gross and Fairview Avenues.

Engineer's Report - Mr. Clark provided a progress report for work done at the WWTP during January. He presented a change order for I. B. Able, Inc. Although Met-Ed approved the control cabinet during the pre-construction preparation, they are now requiring the electrical control cabinet be replaced. The existing one will need to be temporarily moved to allow the installation of the new one. The change order for the electrical contractor for this work is \$8,988. Mr. Eisenhart presented a motion to approve the electrical change order # 1 for I. B. Abel, Inc. in the amount of \$8,988. Mr. Dentler seconded and all were in favor. Mr. Clark reported there are two recommendations of payment included with the Treasurer's bills from the contractors working at the plant. The total payment recommendation for Conewago Enterprises was \$152,640. I. B. Abel, Inc submitted a payment request in the amount of \$49,506.42.

Solicitor's Report - Mr. Herrold had nothing to report.

Old Business - None.

New Business - Mrs. Shirey reported there was recently a problem with the Psion handheld meter reading device. Significant Digits, Inc (SDI) gave Becky instructions to get it working again. Mrs. Shirey recommended the Council approve paying for an annual service contract so the Borough is guaranteed to have service for the Psion. If no service is available, and the Psion malfunction, there is no way to read meters without going door to door, as they used to do. An email had been sent to get a price for the annual maintenance contract, but the email received in response was not clear about the cost. One price listed included an upgrade and a one year annual software licensing agreement at a cost of \$835. Mrs. Shirey asked the Council to authorize an expense of up to \$850 so she could get the agreement before the next meter reading which is due to be done around February 15. Mr. Seidel made a motion to authorize an expense of up to \$850 for an annual contract for the Psion remote reading device used for meter reading. Mr. Eisenhart made second the motion and all were in favor. This is to be paid from the Water Fund.

WATER

Manager's Report - Mr. Lentz had nothing to add to his written report.

Engineer's Report - Mr. Clark reported Chad Kehew is working on the plan for 4-Log requirements, which must be submitted to the PA DEP. Unless DEP requires changes, this project should be ready to be advertised for bids this summer, and begin construction in the fall.

Solicitor's Report - Mr. Herrold had nothing to report.

Old Business - None.

New Business - Mr. Seidel asked to address the continuing problem with battery failures in the water meters. Mr. Lentz reported there were 13 blank meters found when meters were read for the last

quarter. Mr. Seidel asked if six months is a realistic timeframe to expect answers from Elster and a resolution to the problems. Mr. Lentz stated he hopes it will be resolved within three months.

BOROUGH

Manager's Report - Mr. Lentz reported a teacher called from Dover Intermediate School stating a group of students want to donate a tree for Ketterman Park in memory of Bob Stitley. The Council told Mr. Lentz he could choose a location for the tree. They recommended the group should be responsible for planting and care of the tree for the first year.

Engineer's Report - Mr. Clark had nothing to report. Mr. Eisenhart asked if Mr. Clark was aware of the 2010 Community Conservation Partnership Grants. He gave Mr. Clark a copy of the information he had received.

Solicitor's Report - Mr. Herrold stated he checked and there are no rules regarding where a Recreation Board could meet. He felt they could meet in a public building as long as the advertising requirements were met, which include the date, time and location of the meetings.

Police Report - Mayor Pope reviewed the statistical recap for the period covering 12/16/09 to 1/19/10. It showed calls were up 13.25% over the same period last year, and 1.75% for the year overall compared to last year. He announced Chief Segatti is retiring effective April 20 this year. He and Mr. Seidel attended a meeting requested by the Dover Township Supervisors with Northern Regional Police to discuss the police budget and some other concerns the supervisors had. The Council had been provided copies of the minutes from this meeting.

Ambulance Club Report - Mr. Hess briefly reviewed the report of calls provided. There were 17 ambulance calls in Dover Borough in January.

Recreation Board - Mr. Dentler offered three names to be appointed to the board. Hallie Elicker, Melissa Query and Wray Bassett. Mr. Seidel offered a motion to appoint Hallie Elicker and Melissa Query for five year terms and Wray Bassett to fill an unexpired term, which expires December 2010. Mr. Eisenhart seconded his motion and all were in favor. Mr. Dentler addressed the issue of their meeting place. Since the Dover Women of Today are willing to allow them to meet there, and there were no objections, the Recreation Board would continue to meet at the Dover Women of Today building on Reservoir Drive on the second Monday of the month at 7 pm. Mrs. Shirey would advertise the meetings as required.

York Adams Tax Bureau - Mr. Eisenhart attended the January meeting and reported the tax bureau will now charge 2% to collect taxes due to the distribution changes required by Act 32. Distributions made in January were over \$23 million. Receipts for 2009 were down more than \$5 million. Income was down by \$564,000 and they were over budget by \$121,000. Mr. Eisenhart noted the bureau represents over 105 municipalities and school districts. The York County Tax Collection Committee is debating weighted votes, which is one of the suggestions in Act 32. Weighted votes would give all the municipalities a significant disadvantage over school districts because the school district votes would be weighted based on the number of households in all the municipalities in their school district. Based on this, if the school districts voted together, they could out-vote all the municipalities. Mr. Eisenhart had voiced his feelings that this would be very unfair to the municipalities, and other representatives at the meeting agreed with him. Mr. Sabold announced a representative, and an alternate are needed to be appointed to the York County Tax Collection Committee. Mr. Eisenhart offered to serve as the representative for this since he is already serving as the tax bureau representative for the Borough. Mr. Seidel offered to serve as the alternate.

Treasurer's Report - After reviewing the bill lists, the Council decided a second checking account should be opened for the Sewer Fund. All bills specifically for the expansion/upgrade would be paid from this account. Mr. Seidel also requested that Mrs. Shirey add some additional information to the account balance report to show the balance of the second checking account and the available balance on the sewer loan. Mrs. Shirey was instructed to transfer \$225,000 from the sewer loan to the Sewer

Fund checking account to cover the bills. It was noted the bills for the sewer plant expansion/upgrade from Holley, Conewago Enterprises and I. B. Abel, and the change order totaled \$226,746.62. Mr. Eisenhart made a motion to authorize payment of the bills. Ms. Bishop seconded the motion and all were in favor.

Old Business - Mr. Eisenhart stated he was unhappy to learn the full-time employees are now paying over \$40 a week toward their health insurance. He noted the pay increase this year was about \$400, but they will be paying much more than that toward the health insurance. Various Council members reminded him the cost of health insurance for the employees has gone up considerably in recent years, and the Council had set a maximum of \$35,000 they would contribute toward the health insurance benefits. It was noted the Employee Manual had been updated to state the cost for the employee's health insurance premium would be paid in full. If the employee also needs coverage for a spouse and/or children and the annual premium cost exceeds the maximum amount set by the Council the difference would be paid by the employees, via payroll deduction. The issue was discussed and the earlier decisions reviewed. Mr. Eisenhart stated he felt this new policy makes it seem like the employees received a pay cut.

New Business

- Mr. Sabold read a thank you note from the Friends of Dover Library for the donation they received.
- The council members were asked if they wanted to receive copies of the Pennsylvania Borough News magazine. It was decided that not everyone wanted or needed to receive their own copy, and that one could be circulated among them.
- A new contact list was provided for everyone. There are four people assigned to most of the committees. It was noted that if there is a quorum of council members, which is four people, committee meetings would need to be advertised. This was discussed and it was suggested committees could be reduced to three people to save on advertising costs. Mrs. Shirey was instructed to check with the Pennsylvania State Boroughs Association to see if there are any rules about the size of committees, and if they are required to be advertised regardless of the size.
- Mrs. Shirey reported she had submitted last year's ordinance's to General Code for an estimate to have them added to the code book. She had been contacted by Keystate Publishers, Inc., who perform the same service, and had received a quote from them also. Their price was about one-fourth of the price quoted by General Code. She stated she would like to do additional research, and wait until the next meeting before making a recommendation to switch to Keystate Publishers.

With no further business to discuss, a motion to adjourn was offered by Mr. Hess, with a second by Ms. Bishop. All were in favor. The meeting adjourned at 9:20 pm.

Respectfully submitted,

Janet T. Shirey
Secretary/Treasurer