

## MINUTES

The regular monthly meeting of Dover Borough Council was held at Borough Hall, 46 Butter Road on Monday, April 5, 2010 at 7:00 pm. All members were present. President Sabold called the meeting to order. A moment of silent prayer followed.

The March minutes were reviewed. Mr. Clark called attention to page 2, under the Sewer heading, in the third line of the Engineer's Report. The quantity should be 200 feet, instead of 20 feet. There were no other additions or corrections. Mr. Eisenhart made a motion to approve the March minutes, as corrected. Mr. Seidel seconded the motion. Six were in favor. Mrs. Koch was opposed.

## PUBLIC COMMENT

Assistant Fire Chief Dettinger reported the fire company responded to 20 calls during March, but only four of those calls were in the Borough. He noted there are a lot of activities scheduled at the fire company during April. The Easter flower sale went very well. They will be selling flowers for Mother's Day also. He reported Bob Dentler had joined the fire police.

Landlord Earl Lauer, 2037 Poplars Road, York, and his daughter, Kim Livingston, were present to discuss concerns about 89 North Main Street. He owns the properties at 3 City Hall Drive and 93 North Main Street, both of which share borders with 89 North Main Street. Mr. Lauer stated he had spoken to Mr. Lentz a number of times, and since he did not see any changes he believed no action had been taken. Mr. Lauer stated there is junk in the yard and on the porch, a disabled vehicle in the back yard, an abandoned above-ground pool, and several sections of fence that have fallen down. Mr. Sabold reported he received a call from State Representative Seth Grove's office regarding their concerns. He spoke to Mr. Lentz who informed him three letters had been sent regarding code violations for the swimming pool, abandoned vehicle and accumulation of trash/junk. He noted the related ordinances give the property owner 10 days to correct the problem. Ms. Livingston reported she spoke to Mr. Lentz and she did not have any problem with the explanation he gave her regarding the procedures required to notify someone of violations. They feel the Borough should enforce the ordinances without people having to complain. Mr. Herrold agreed with Mr. Lentz that no further action could be taken until the 10 days allowed in the ordinance expire. Ms. Livingston asked if property owners are allowed to use asphalt to pave sidewalks, instead of concrete. She noticed there are a number of asphalt sections, on North Main Street between the square and Butter Road, on the east side. It was explained this was done by the Borough, not the property owner, after a sewer project was completed. The Borough then received a grant to replace sidewalks in this area, so replacing the asphalt has been on hold until the grant money is available.

Jeff Shyk, with Kurowski and Wilson Engineers, represented the Dover Area School District to request approval of a plan to make renovations to the high school track and field stadium. One of the reasons this project is being done is because the PIAA will not allow them to use the existing track due to deterioration. Artificial turf will be installed in the infield, which will allow it to be used for more activities. An additional bathroom facility/concession stand will be added on the visitor's side of the field. The entrance to the field and the ticket stand will be expanded and improved. A designated drop-off area will be added. Ramps and retaining walls will be added to adjust the grade. The synthetic surface infield will have a subsurface drainage, which will allow the field to be used shortly after rain ends. A new path will be installed to access the field from the rear of the stadium. A pole barn will be added at the southern end for storage of track equipment with easy access to the field. An existing manhole, accessed under the bleachers, will be bypassed during the upgrades, since access and repairs are inconvenient. A

gate will be added on the western side of the field, near the entrance, to allow access for emergency vehicles and maintenance equipment. Mr. Clark reviewed the three waiver requests which related to tract boundary information, the location of permanent monuments and a site data table. All three waivers relate to comments made by the York County Planning Commission because the high school campus is located on seven parcels of land, covering approximately 26 acres overall. Since no new building construction is involved, the Borough Planning Commission did not feel these steps were required for this renovation. Mr. Herrold suggested the school district should perform a reverse subdivision at some point. He further recommended the school district should be forewarned this would be the last waiver they would receive until a reverse subdivision is done. Mr. Seidel offered a motion to grant the three waivers requested by Dover Area School District. Mr. Eisenhart seconded the motion. Six were in favor. Mrs. Koch was opposed. Mr. Eisenhart made a motion to give conditional approval to the plan, pending approval of the stormwater ordinance requirements. Mr. Seidel seconded the motion. Six were in favor, with Mrs. Koch opposed.

Sam Herman, tax collector, asked about progress on a Per Capita Tax Exoneration Form. Mr. Herrold reported the Borough's ordinance states the annual income exoneration amount as \$5,000 or less. The state statute says the exoneration amount can be \$12,000 or less in annual income. The ordinance would have to be revised if the Council wished to increase the exoneration limit. Mr. Herman only receives a few requests each year, and the cost to update the ordinance and advertise it would cost hundreds of dollars. In light of this, Mr. Herrold would not recommend revising the income amount in the ordinance. Mrs. Koch suggested the term 'sex' should be changed to 'gender' on the form. Mr. Seidel offered a motion to accept the Dover Borough Per Capita Tax Exoneration Form, as amended. Mr. Dentler seconded the motion. Six were in favor. Mrs. Koch abstained.

## SEWER

*Manager's Report* - The flow meter in a manhole on North Main Street, at the north end of the Borough shows an average of four gallons per minute during dry weather. It spikes up to 50 GPM during wet weather. Mr. Eisenhart suggested sending a letter to Dover Township requesting they address the infiltration problems now and also provide a plan to extend their interceptor to put these customers on their system. It was suggested the sewer agreement with Dover Township should be reviewed so the Council is familiar with the terms of the agreement. Mr. Lentz reported Commonwealth Code Inspection Service worked with the Borough to adjust the building permit fee for the plant expansion/upgrades. Normally their fees are based on the total cost of a project. Mr. Schilling agreed to charge only for the inspections required under the Uniform Construction Code. Mr. Lentz and Duane did confined-space training, using the new retrieval system. The bridge gearbox for the west aeration tank was replaced. The old one is being rebuilt to use as a spare.

*Engineer's Report* - Mr. Clark informed the Council that the change order he presented last month does require a federal tax he had deducted. He asked the Council to re-approve Change Order # 1 to replace the outfall fence at the WWTP, at a cost of \$14,853. Mr. Seidel offered a motion to re-approve Change Order # 1, at a cost of \$14,853, to replace the outfall fence at the WWTP. Mr. Eisenhart seconded the motion. Six were in favor, Mrs. Koch was opposed. Mr. Clark also reported he submitted a Request for Payment from Conewago Enterprises in the amount of \$156,755.34. It is included with the bills to be paid.

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

*Old Business* - None.

*New Business* - None.

## WATER

*Manager's Report* - Mr. Lentz reported there is a short in the valve exerciser starter. Mr. Seidel asked about the status of the 4-Log rule project. Mr. Clark reported Chad Kehew is preparing the report to submit to the PA DEP for approval. Mr. Lentz reported the water tower would be drained for regular maintenance this month. He plans to pump additional water from Dover Township, rather than pumping from the wells. He has noticed a pattern of water leaks occurring when the water tower was drained previously.

*Engineer's Report* - Nothing to report.

*Solicitor's Report* - Nothing to report.

*Old Business* - None.

*New Business* - None.

## BOROUGH

*Manager's Report* - Mr. Lentz reported he and Mr. Clark would be meeting with a DCNR representative on April 20, which is a requirement for the Ketterman Park grant application. He received a call from Spring Valley Mulch asking him to request a traffic study for North Main Street. They would like no parking on North Main Street, north of Mayfield Street on the west side, extend further to allow their trucks to exit Butter Road more easily when they turn right. The Council recalled a similar request several years ago. They did not feel the parking on North Main Street should be amended to accommodate one business, especially when there are other roads these trucks can travel. Mr. Lentz informed that the Council the Planning Commission and Zoning Hearing Board would be meeting in April to review the school district's plan to renovate and expand Dover Elementary School.

*Engineer's Report* - Mr. Clark reported he will need a resolution to submit the grant paperwork for improvements to Ketterman Park. It is required to designate the name and title of the individual allowed to sign the signature page of the grant. Mr. Dentler offered a motion to approve Resolution 2010-01, which is required to submit the grant application for Ketterman Park improvements, Phase III. Mr. Eisenhart seconded the motion. Six were in favor, Mrs. Koch abstained.

*Solicitor's Report* - Mr. Herrold reported the park land situation is still not settled. Mr. Forry has not signed a release yet. Mr. Lentz asked if Mr. Herrold had prepared the adoption of Allen Lane. Mr. Herrold stated he would require a map of the street, and the legal description. He is still waiting to hear from Dave Lipinski regarding updates to the Floodplain Ordinance.

*Police Report* - Mayor Pope reported there were 12 more calls in March 2010, than the same period in 2009. There was an official promotion ceremony for Deputy Chief Bentzel, promoting him to Police Chief.

*Ambulance Club Report* - Mr. Hess reported York and Memorial Hospitals are phasing out the paramedic units they currently fund. They are encouraging municipalities to replace some of the ambulance staff with paramedics. Mr. Hess believes the hospitals will still pay the paramedics and pay the benefits, but the municipalities or ambulance clubs would reimburse them. The hospitals will also no longer provide the vehicles or equipment.

*Recreation Board* – Mr. Dentler reported the Egg Hunt went very well. They filled 1400 eggs and it was an enjoyable day for the children. Two bills were submitted for reimbursement for supplies. Mr. Dentler volunteered to be responsible for changing the information on the park sign.

*Treasurer's Report* – Mr. Eisenhart asked why the Borough was paying for the traffic study, done by TRG Engineering, at Dover Elementary School. Mrs. Shirey reported it was ordered by the engineering firm working on the renovation of the school. She called TRG and was told the Borough should pay it and request reimbursement from the school district. The Council was in agreement that since they did not request the traffic study they would not pay the bill. Mrs. Shirey would forward it to the school district. Mr. Eisenhart made a motion to pay the bills, as amended. Mr. Dentler seconded the motion. Six were in favor. Mrs. Koch abstained.

*Old Business* – Code Update: Mrs. Shirey checked references for Keystate Publishers. They were excellent. She called General Code and there is no contractual obligation to them. Mr. Eisenhart made a motion to accept the quote from Keystate Publishers to update the Dover Borough code book, at a cost of \$915. Ms. Bishop seconded the motion. Six were in favor. Mrs. Koch abstained.

*New Business* – Mr. Eisenhart attended a meeting of the Tax Collection Committee at the York Adams Tax Bureau. The state required the by-laws be adopted before they could vote to decide between weighted voting, based on the size of the entity, versus one vote per entity. The by-laws were adopted first, which included weighted voting and the school districts outvoted the municipalities when the type of voting was done. Mr. Eisenhart noted Dover Borough would have two-tenths of one vote.

Mr. Eisenhart showed pictures of the garage area at the rear of 14 West Canal Street. He had received complaints regarding vehicles parked at the garage extending into the alley area. Mr. Lentz would remind the owner of the business to keep vehicles parked clear of the alley.

Mr. Sabold asked if the Council wished to continue the policy of paying the cost for a councilperson and their guest for banquets. Mrs. Koch felt it was acceptable for the Borough to pay the cost for a councilperson or mayor to attend, but reservations for a guest should not be paid by the Borough. It was noted the amount budgeted for 2010 was half of the amount in 2009. Mrs. Shirey stated this was done because less than half the amount budgeted in 2009 was used. The issue was debated, but no decision was made regarding changing this unofficial policy.

Mr. Lentz made a recommendation to hire Matthew Altland as a part-time employee, to work 25 hours a week. He will work from 7a to 12p, Monday through Friday with an hourly rate of \$10.

With no further business, a motion to adjourn was made by Mr. Seidel, with a second by Mr. Eisenhart. Six were in favor. Mrs. Koch abstained. The meeting adjourned at 9:45 pm.

Respectfully submitted,

Janet T. Shirey  
Secretary/Treasurer