

## **MINUTES**

The regular monthly meeting of Dover Borough Council was held at Borough Hall, 46 Butter Road on Monday, July 11, 2011. The meeting was called to order at 7:06 pm. Mr. Sabold was late due to a personal emergency. Ms. Bishop and Mr. Eisenhart were absent. The remaining council members and mayor were present. President Sabold opened the meeting with a moment of silent prayer.

The June minutes were reviewed. There were no additions or corrections. Mr. Dentler offered the motion to approve the minutes as presented. Mr. Hess seconded the motion, with all in favor.

## **PUBLIC COMMENT**

Assistant Chief Troy Dettinger provided the fire company report. They responded to 26 calls during June, with only 8 of them occurring in the Borough. There were no losses. He provided flyers for the upcoming fireman's fair, Halloween parade and car show. The brush truck is now in service. There were no additions or changes to the monthly activity calendar. Mr. Seidel made a motion to approve the fire company calendar of activities for July. Mr. Dentler seconded the motion, and it carried.

The Mayor thanked the fire company for assisting him and his wife when their basement flooded after the heavy rains this past Friday.

Peter Anstadt, president of the Eagle LaCrosse Club, thanked the Borough Council for allowing this new league to use Ketterman Park. The response was greater than anticipated, with 54 local youth participating. They expected to have one team and ended up with multiple teams. He reported several of the boys qualified for an all-star summer travel team. He asked if there was any problem with them holding some additional practices in the park. He stated he would also attend the Recreation Board meeting to check with them. Mr. Dentler suggested Mr. Anstadt check with Ron Botterbusch about using the facilities.

Sam Herman, 65 Amberview Drive, stated there are a white pine and two arborvitae in Ketterman Park that appear to be dead. With so many people using the park he feels they look bad and should be removed or replaced. Mr. Sabold asked Mr. Lentz to remove the trees. They would not be replaced for the time being.

## **SEWER**

### *Manager's Report*

- Mr. Sabold asked Mr. Lentz if he was going to report the damage, from the suspected lightning strike, to the insurance company. Mr. Lentz reported Cor Engelen checked the wires on tank # 3 and was able to reinsulate them. The pump is working again. Cummins Power Systems will be replacing a circuit board. Mr. Sabold noted circuit boards can be expensive, so submitting a claim to PIRMA may be worth it. Mrs. Shirey reminded the Council the deductible is \$500.
- At the Delwood Lift Station, an alarm went off showing a seal failure on pump # 2. This pump was pulled by Conewago Enterprises and sent to the manufacturer to be rebuilt. After pump # 2 was removed, the alarm continued to show a seal failure. I. B. Abel was called to investigate and found the control wires were reversed on the pumps. Pump # 1 was actually the one with the seal failure. Conewago reinstalled pump # 2, and then pulled pump # 1 and took it to be rebuilt. Conewago has not reinstalled pump # 1 because they do not feel the second rebuild cost is their responsibility, because the reversed wires caused the incorrect pump to be pulled. Conewago wants their portion of the project to be closed out so they can receive final payment. The Council debated the issue and they felt I. B. Abel is responsible because the control wires were reversed. Mr. Lentz explained that as long as everything was running normally there was nothing to indicate the control wires were reversed. Mr. Herrold felt it was I. B. Abel's error which caused the problem, and they should be responsible for the rebuild of the second pump. Mr. Lentz is concerned there is only one pump operating while the issue of

responsibility is worked out. The Council was concerned if they paid the cost of the rebuild that this left them with no leverage if Abel refuses to reimburse them if they pay the bill. Mr. Herrold suggested Abel could be told if they were to bid on any future projects they would be disqualified as a responsible bidder based on this situation. Mr. Seidel made a motion to authorize payment of the pump repair, at a cost not to exceed \$1,000, if the problem of responsibility cannot be resolved quickly so the pump can be reinstalled. The engineer's office is to contact I. B. Abel to inform them the Borough Council feels they are responsible for the rebuild cost. Mr. Hess seconded the motion. All were in favor.

- Mr. Lentz referred to a copy of an email he sent to Tom Wallace. It listed 11 items which still needed to be addressed from the WWTP upgrade. He addressed item # 4. The flood sensor in the influent chamber was to be part of the emergency call out system. He discovered the phone line was not connected for the alarm. If it had been the flood sensor would not have become submerged and the warranty would not be void. There was debate if it was Bill Ramage, the electrical engineer to wrote the specs for the job, or I. B. Abel who did the wiring. Mr. Clark was asked to have Holley's office follow up on this.
- Next, Mr. Lentz discussed item # 7, in the same email. The non-potable pumps have not been operating for two months, and city water is being used for the screen washer for two months. He is concerned this will prematurely wear out the equipment because it is not intended to run constantly.
- Mr. Seidel asked for an update on the status of the flow meters and any data gathered from them. Mr. Lentz stated there is no new information. They should be moved to new locations.
- There is a sewer main break between manholes 81 and 83, which is at the end of Edgeway Road where it intersects with East Canal Street.

*Engineer's Report* – Mr. Clark reviewed telephone quotes to line the 55 lineal feet of the sewer main between manholes 81 and 83. There were three quotes ranging from \$6,600 to \$11,000. Mr. Rehab, Inc. submitted the low bid. The project must be completed before the start of the new school year. Mr. Seidel made a motion to accept the low bid from Mr. Rehab, Inc., at a cost of \$6,600, to line the sewer main as long as they meet all the specifications. Mr. Dentler seconded the motion, and all were in favor.

*Solicitor's Report* – Mr. Herrold asked Mr. Lentz about the status of replacing the screw pumps. Mr. Lentz stated he has not been able to get answers to the questions regarding the equipment being patented or the only one that will work without modifications to the existing facilities. Last month Mr. Herrold referred to the PA Borough Code, Section 1402. (d) (3). Mrs. Shirey asked if 1402. (d) (1) would apply because the screw pumps are being replaced and are not new equipment. The issue was debated. Mr. Herrold stated the PA code is not clear cut about this and he recommended the replacement of the screw pumps should be bid. The Council agreed with this recommendation.

*Old Business* – None.

*New Business* – None.

## **WATER**

*Manager's Report* – Mr. Lentz reported a resident was diagnosed with a parasite that lives in water. The doctor requested the water be tested. It was tested for total coliform, and was negative. It was later determined the gentleman had been to the beach and had eaten raw oysters. Mr. Sabold asked if Mr. Lentz had been able to install an elbow on the spigot in the park. Mr. Lentz had not done this yet.

*Engineer's Report* – Mr. Clark reported he discussed the Dover Township, Butter Road interconnect with Mr. Holley. Mr. Holley recalled this was installed for the sole purpose of greater water pressure for fire protection. Mr. Holley did not recommend disconnecting from it. Mr. Lentz stated he spoke to Chief Flohr, and the Chief does not feel the interconnection is necessary. There are township hydrants at strategic places at the perimeter of the borough, which he feels would supply the additional pressure if needed. Last month Mr. Lentz reported a recent inspection, by the PA DEP recommended the interconnection should be disconnected and capped because the valve is usually under water. Mr. Seidel stated he was not in favor of removing this

connection until there is a definite plan in place to be sure there is sufficient water pressure in case of a large fire. Assistant Chief Dettinger explained that there are four township hydrants located at convenient locations close to or inside the borders of the Borough, which could provide additional pressure during a large scale fire. Mr. Seidel did not want to proceed with eliminating the connection until the Council has a copy of this plan. Mr. Dettinger stated this is part of the fire company emergency plan, and they could provide a copy.

*Solicitor's Report* – Nothing.

*Old Business* – Mr. Hess asked about the status of the water meter problems. Mr. Lentz reported there were more failed meters found during the last billing quarter. Mrs. Shirey reported there are currently 20 work orders for meter problems. Elster has provided replacement meters for all of the ones that have been removed.

*New Business* – None.

## **BOROUGH**

*Manager's Report* – Mr. Dentler thanked Mr. Lentz and the guys for removing the flower bed in front of the park sign. Mr. Sabold asked if Dover Area School District has been put on notice for the damage to streets, adjacent to the elementary school, from large equipment working on the project. Mr. Lentz discussed this with Dave Nelson.

### *Engineer's Report*

- Mr. Clark reported Holley's office applied for the permit to work on the swale beside well # 4, parallel to Willow Run Road. The PA DEP replied that they would like a detailed survey of the plan. DEP will require it to meander, rather than run straight. It was noted if it twists, rather than runs straight, there could be right-of-way issues with adjacent property owners.
- Mr. Clark provided a draft plan of a proposed solution to correct the drainage problem from the spring which runs across the walking path, in Ketterman Park, in the tot lot area. He considered Mr. Sabold's suggestion to raise the walkway, but felt this solution would be considerably more expensive. He suggests a one-foot wide by one-foot deep trench could be excavated and a 60 foot long perforated pipe would be installed under the walkway and would extend to Butter Road. He requested a quote from Craig Gross to do this work. The quote was \$3,850. Mr. Gross had suggested perhaps the pipe could be installed the opposite direction, allowing the water to drain into the area behind the tot lot. Mr. Clark felt trees would need to be removed if the pipe was installed this direction. This plan was debated, and alternatives were discussed. The issue was tabled. Mr. Clark would research alternatives.

### *Solicitor's Report*

- Mr. Herrold had reviewed a letter, addressed to Mr. Lentz, which was received from Mr. Holley's office regarding the Act 167 Stormwater Management Study for York County. Mr. Holley's office plans to prepare a draft ordinance from a model ordinance which had been provided in the York County Integrated Water Resources Plan (IWRP). This draft ordinance would need to be customized based on the specific requirements of each municipality. Holley's office will evenly split the billing for preparation of the ordinance among the municipalities they represent. Mr. Herrold stated he would review the ordinance prior to recommending adoption by the Council.
- There is nothing new on a new contract with Comcast.

### *Police Report*

- Mayor Pope reported there were 8 more calls in June and one less call for the year-to-date compared to the same period last year.
- Northern Regional has begun to do firearm's training in their facility, rather than sending officer's to seminars, as a cost saving measure.

- Mr. Seidel reported there was a meeting with Chief Bentzel, Duane Hull and the mayor to discuss the way Dover Area School District handles problems with students at the intermediate and high schools. Dover Borough Council and the Dover Township Supervisors feel the police are called for things the school administration should be able to manage. Mr. Seidel reported the chief supplied him with a job description for an officer who works in a school. A meeting will be scheduled with the DASD superintendent to discuss having a Northern Regional officer assigned to the schools. The cost for the officer is less than one unit, because he is only there during the school year. The other months he would be on normal patrol.

*Ambulance Club Report* – There was no meeting last month.

*Recreation Board Report*

- Mr. Dentler reported Sundaes in the Park is planned for Sunday, July 17 from 3 to 5 pm. He requested volunteers to help scoop ice cream.
- The Borough will not participate in National Night Out this year.
- A group has volunteered to sing at the Tree Lighting Ceremony this year.

Mr. Sabold introduced Kevin Behr the new Emergency Management Coordinator. The paperwork has been submitted to the county, who will forward it to the Governor for the official appointment to the position.

*Treasurer's Report* – There were no changes to the bill lists. Mr. Lentz called attention to the General Fund bill from PA One Call for an afterhours call out. Someone in Delwood Manor was digging a hole and hit a gas line. He had not called to have the utilities marked. Mr. Lentz wondered if the cost could be passed on to the property owner. Mrs. Shirey would ask Mr. Herrold if she spoke to him. Mr. Dentler made a motion to pay the bills, as presented. Mr. Seidel seconded the motion, and it passed.

*Old Business* – The issue of Mrs. Shirey placing her daughter back on her health insurance was re-opened for discussion. Mr. Seidel stated he had a two-fold recommendation. First, Mrs. Shirey should be allowed to put her daughter back on her policy. Second, he did not feel it would be fair to significantly increase the payroll deduction for the employee share of the health insurance in the middle of the year. He suggested the Council should pay the difference above what the employees will contribute, due to a special circumstance, for the rest of 2011. In addition, the Council should update the employee manual to establish an open enrollment period for the health insurance. This would be the only time employees could add someone, unless it was a special event such as marriage or the birth/adoption of a child. Mrs. Shirey should begin to pay the deduction based on the established formula, which would be \$10.62 per week. Mrs. Shirey objected to paying more than the men, when her plan costs one-fifth of theirs. Brad and Duane currently pay \$9 per week. Mr. Seidel's suggestions were debated. The other Council members felt this was the most fair way to handle the situation. Mr. Seidel made a motion that for the rest of 2011 all employees will pay the same amount per week toward the health insurance cost. The balance of the amount over the cap set by the Council would be paid by the Borough for this year only, due to this special circumstance. Mr. Dentler seconded the motion. Four were in favor, with Mr. Hess opposed. The motion carried. Mr. Seidel reiterated that the Council needs to establish an open enrollment period for the health insurance, so people can only be added during the open enrollment period unless there is an established qualifying event. Mrs. Koch stated there should be flat rate set that the employee would pay toward the additional cost for dependent coverage (i.e. - employee/spouse, employee/child(ren), or family) based on a percentage of how much is budgeted. It was stressed the insurance rates for next year must be obtained earlier so they are available for budget time.

*New Business*

- Sam Herman submitted a Per Capita Exoneration request from Karlie Richmond. Ms. Richmond meets the criteria for exemption. Mr. Seidel made a motion to grant Karlie Richmond's request for exoneration from 2011 Per Capita Tax. Mr. Dentler seconded the motion, with all in favor.
- The complaint form submitted by William Mummert, 524 Oakwood Drive, was discussed. Mr. Mummert claims contents on page 3, Borough heading, under the Manager's Report, the 3/7/11 minutes, are false. The minutes state ". . . Mr. Mummert comes into their yards and incites the dogs to

bark.” He wanted the minutes to include his side of the story. Mrs. Shirey explained that the minutes must reflect what was actually discussed. Mr. Mummert had also submitted a Right-To-Know request because he wanted the names of the people who claim he did this. The request was denied because the information requested is not part of the record. Also, complaints are confidential and are not subject to the Right-To-Know law. Mr. Mummert had also submitted several internet articles for Mr. Lentz to read regarding barking dogs causing an anxiety disorder, which requires medication. When he submitted the complaint he asked for these articles to be returned to him.

- Gayle Heagy completed a grant request for the Council’s approval for *Trees to Breath* from Tree Vitalize Metro Funds, to add 12 trees to Ketterman Park. The grant amount is \$2,500. The application required the signature of the Council President and Borough Manager. The grant included a plan for 12 trees. The grant does not require any matching funds from the Borough, but does require the donation of people to provide labor time to help with the planting. The Council had no objection to submitting the application.
- Mr. Lentz reported the extremely heavy rains on Friday, July 8 yielded 5 inches of rain in about two hours. This caused a lot of cinders, and other debris, to wash into the streets. He asked if he could have the Dover Township street sweeper clean some areas again. Mr. Hess made a motion to authorize Dover Township to sweep cinders washed down during the storm last Friday. Mr. Dentler seconded the motion. All were in favor.
- Mrs. Shirey requested permission to replace the computer used by the part-time secretary. An upgrade to a newer version of QuickBooks was required recently, and the new version will not run on the older computer. Mr. Dentler made a motion to authorize the purchase of a new computer, and software needed, at a cost not to exceed \$1,000. Mr. Seidel seconded the motion, and it passed.
- Mrs. Koch asked if all the screenings Craig Gross removed from the Park Street storm drain came from the streets. She noticed the area dredged went further than in the past. Mr. Lentz reported the initial work was just to relieve the clogged area first. One remedy suggested was to enclose the area in a pipe so less surface debris can get into the area. This was debated and it was felt a lot of the debris comes through the storm drain. If the area is enclosed it will be harder to clean it out. If this is done a clean out will be needed.

With no further business to discuss, a motion to adjourn was offered by Mr. Hess and seconded by Mr. Dentler. All were in favor. The meeting adjourned at 9:35 pm.

Respectfully submitted,

Janet T. Shirey  
Secretary/Treasurer