

MINUTES

The regular monthly meeting of Dover Borough Council was held at Borough Hall, 46 Butter Road on Monday, October 3, 2011 at 7:00 pm. All members were present. President Sabold called the meeting to order, and a moment of silent prayer followed.

The September minutes were reviewed. Corrections were as follows –

- Page 3, Manager's Report, in the last item. A 'z' is missing from the end of Lentz.
- Page 6, in the fourth line. The word 'is' is missing between reimbursement and made.

Mr. Seidel made a motion to approve the minutes, as corrected. Mr. Hess seconded the motion. The motion passed.

PUBLIC COMMENT

Chief Flohr presented the fire company report.

- The fire company responded to 47 calls in September, with 24 of these in the Borough.
- They assisted 37 property owners with water problems and 3 in Dover Township during the flooding. Dover UCC had the most water in the basement. Their entire basement was full. He estimated they pumped out about 500,000 gallons. Twenty-one firefighters assisted during the flooding, with each person averaging 36 ½ hours in three days.
- It rained four of the seven days of the carnival, so they lost \$30,000 – \$40,000 of income.
- Quaker Ace Campground purchased the old Dodge brush truck.
- There are very few fire companies committed to helping their community. Many other fire companies did not offer any assistance during the flooding, or told residents it would be several days before they would be able to assist them.
- The car show, this past Saturday, was a big success with 59 cars participating.
- The Halloween Parade was larger this year. It lasted one and one quarter hours, while last year was only 45 minutes. Four bands participated, plus the Kiltie Band. Chief Flohr thanked the Mayor for being a judge.
- Fire Prevention Week is next week. Their annual Open House will be Wednesday, October 12 from 6 to 9 pm. They will have food, fire truck rides, and a vehicle rescue demonstration. As part of this special week they will be visiting some pre-schools, and performing fire drills at Dover Elementary and Dover High School.
- The station will be open for trick or treat on the 31st.
- Chief Flohr provided a procedure outlining how fire hydrants would be used during a major fire. He explained if there is a fire larger than one or two rooms, they will start with a Borough hydrant. If needed, they will then run a 5-inch line to a Dover Township hydrant. The Council had requested this to be sure there would be sufficient pressure if the interconnect with Dover Township is removed from Butter Road.

The October fire company calendar of activities was reviewed. There were no changes. Mr. Dentler presented the motion to approve the October fire company calendar of events. Ms. Bishop seconded the motion. All were in favor.

Mr. Sabold expressed appreciation, on behalf of the Council, for all of the help the fire company provided to the residents. He thanked the fire company for being so involved in the community.

Darwin Frey, 56 Amberview Drive, inquired if there were any updates on 58 Amberview Drive. Mr. Herrold reported he called Mr. Mengelkamp's attorney. The attorney was not available, but the secretary was able to tell him Mr. Mengelkamp has reached an agreement with his insurance company for them to repair the house. Mr. Frey reported he found out Mr. Mengelkamp is living with his son, Philip, at 3930 Sheppard Drive

in Dover. Mr. Frey asked if the Borough has a code enforcement officer. He stated Mr. Mengelkamp's property has overgrown brush. Mr. Lentz stated he is the zoning/code enforcement officer and will look into the brush problem. Mr. Frey is also concerned about mold growing at this property. Since part of the basement wall collapsed, there is stagnant water in the basement, which is a breeding ground for mosquitos. He also noted many of the neighbors have offered to help Mr. Mengelkamp with the cleanup and he refuses.

SEWER

Manager's Report

- Mr. Lentz reported the floor in the new EQ tank is not sloped toward the floor drain, so it does not empty without manually pushing the sewer water to the drain. He met with Tom Wallace and representatives from Conewago Enterprises. He was told the tank was designed with a flat bottom. It was suggested that part of the floor could be built up so it slopes. Mr. Lentz reported there are braces in the floor which may not function properly if covered. One possible solution is adding a trough to direct the liquid to the drain. He noted the tank should be cleaned out each time it is drained after a bad storm.
- A manhole riser on Newlon Road was damaged during snow plowing last year. Mr. Lentz would like to have it repaired before the next plowing season. He suggests saw-cutting around the edge, and then removing and replacing the blacktop. This should allow the manhole to be level with the street again. Mr. Lentz did not have an estimated cost yet. The Council wanted to find out the cost before approving the repair.
- The pumps have all been repaired and reinstalled at the plant. Recently, the backflow on the sump pump failed and was repaired.

Engineer's Report

- Mr. Clark submitted the final Request for Payment from Conewago Enterprises in the amount of \$5,500. This included final restoration of the grass areas and removal of the ENS controls. This bill was included on the sewer bill list.
- A stormwater pipe was damaged during replacement of the Intermediate School lateral. Fitz and Smith needs to repair this before final payment will be made. Mr. Eisenhart asked if the school district was billed for their portion of the project. Mr. Clark stated he was waiting for resolution of the stormwater issue so the entire project could be billed at one time.

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

Old Business – None.

New Business – None.

WATER

Manager's Report

- Mr. Lentz had no additions to his report.
- Justin Jackson did not respond by letter or by appearing at the meeting as requested in the letter sent to him regarding the removal of two water meters without permission. Mr. Jackson had called and spoken to Mr. Lentz. He told Mr. Lentz he planned to respond by letter to the Council. He was willing to reinstall the meters if that is what the council requests. Mr. Jackson thought the Council had no objection to him using only one meter for the property based on the discussion at the July 2009 Borough Council meeting. Mr. Lentz did not feel it made sense to make Mr. Jackson reinstall the meters. Mr. Jackson understands if he has only one meter that he will be charged three minimums. Mr. Eisenhart felt there should be repercussions for someone removing water meters without permission. Mr. Herrold stated he did not feel it necessary to pursue a legal action as long as Mr. Jackson is paying an amount equal to what he would pay if he had three meters. Some council members felt the situation should not be ignored. They were concerned it would set a precedent if

someone tampered with their water meter and there was no consequence. Sending another letter versus a telephone call from Mr. Lentz was debated. Mr. Lentz was instructed to call Mr. Jackson to reinforce the need to respond to the Borough Council's letter. Mr. Herrold suggested it is important for Mr. Jackson to provide a written explanation of his actions. The Council would not give Mr. Jackson any answers regarding the removed meters or changes in the way he is billed until he responds.

- Mr. Lentz had several quotes from H & H General Excavating for some water system repairs.
 - 1) Disconnect and remove the interconnection with Dover Township's water system on Butter Road. The contractor will remove the pipes from the vault, place a cap and seal on the connection to the township line, and restore and reseed the grass area in front of Pro Pallet. There is also a "T" in the road that feeds into this line. This should be removed so water cannot become stagnant in the dead end. The total quote for this job was \$4,995. Since the cost is over \$4,000, Mr. Lentz will need to get additional quotes before the job could be approved.
 - 2) The blacktop portion at the entrance of the lane going to well #6 is breaking up. The quote to repair 31 square yards of blacktop was \$1,950.
 - 3) The driveway at well #3 is breaking up. To overlay the driveway at the township interconnection on Park Street would require 47 square yards of blacktop driveway. The quote for this was \$2,100.
- It was noted that the combined cost of items 2 and 3 was \$4,050. If H & H could do both for \$3,999, these projects could be done without having to get additional bids. In addition, Mr. Sabold suggested Mr. Lentz should ask if H & H would be willing to 'throw in' the manhole ring repair on Newlon Road at no additional cost. H & H will likely have some leftover blacktop and it shouldn't take much time or material to do it.
- Mr. Lentz spoke to Justin Shappell, with United Environmental Services, regarding what needs to be done to abandon well #4. The pipe will need to be pulled and then the hole filled with gravel to properly abandon it. Mr. Shappell is going to get quotes to have this work done. USTIF will reimburse the cost of this work. In addition, there is a "T" on Willow Run Road and valves from the well which should be removed. Mr. Lentz is getting a quote from H & H to have this work done. USTIF should cover the cost of this also because it is part of abandoning the well.
- Mr. Lentz recommended removing the soft start motor from well #4 and moving it to well #5, which does not have one. Snelbecker Electric provided a quote to perform this work for a cost of \$500. Mr. Dentler made a motion to authorize Snelbecker Electric to move the soft start from well #4 to well #5 and do the necessary electrical work. Mr. Hess seconded the motion and all were in favor.

Engineer's Report – Mr. Clark had nothing to report.

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

Old Business – The fire company trustees have not given a response yet to the request to drill for a new well on their property. An audience member, Andrew Kroft, interjected that the trustees had not had a meeting since the carnival. There would be a fire company meeting on Thursday evening and he will remind them of the request.

New Business – None.

BOROUGH

Manager's Report

- Mr. Lentz installed weight limit signs on Fairview Avenue to deter heavy trucks from using it to reach the Dover Elementary School project. Mr. Sabold suggested the school district should be notified that they are responsible to repair Edgeway Road and Fairview Avenue when the project is finished. Mr. Lentz had spoken to Dave Nelson regarding Edgeway Road. He would inform Mr. Nelson there is damage on Fairview Avenue also. Mr. Lentz reported Mr. Clark took a video of the area to document conditions prior to the project.

- The flashing school zone light, on the eastbound side of East Canal Street, stopped working and was replaced, at a cost of \$259. The new clock module has automatic programming for daylight savings time. This will eliminate two service calls per year from Milt's Repair Service to change the time. Mr. Lentz recommended replacing the one on West Canal Street also. Milt's provided a quote of \$259 to do this. The cost for both will be recouped within one year. Mr. Seidel made a motion to replace the module in the West Canal Street school zone flashing light, at a cost of \$259.
- When turning on to Delwood Drive from East Canal St., there is a stormwater inlet on the left side near Willow Drive that has collapsed and part of the road has caved in. The old inlet was made of stone. It will need a new concrete inlet and some pipe replaced. Mr. Lentz did not have a quote yet, but recommended it should be repaired before winter. He was instructed to get a quote so the Council has a fixed repair cost.
- A sink hole has opened on Meadow Road at the stormwater inlet, south of the Butter Road intersection, on the east side in the yard beside the road. He asked Dover Township to televise it from the inlet toward Butter Road to determine the problem. Mr. Lentz believes the stormwater pipe which comes from Butter Road is damaged and the stormwater is coming to the inlet around the pipe. This may be undermining the ground causing the sink hole.
- Mr. Lentz had a quote from Commonwealth Welding for a MIG welder and portable torch at a cost of \$1,397.89. This was budgeted for 2011. Mr. Eisenhart questioned how much this would be used. Mr. Lentz explained it would primarily be used when a plow breaks during snowplowing. Bob Stitley was previously available for emergency calls. Since his death, there is no one available on an emergency basis. Mr. Hess made a motion to authorize the purchase of a MIG welder and acetylene torch, at a cost of \$1,397.89, plus the cost to purchase a welding hood and gloves. Mr. Dentler seconded the motion. Under the question, Mr. Seidel asked if the quote included the required tanks or if they would be rented and this would be an ongoing expense. The tanks are included. The only recurring charge will be to refill them. There was nothing else under the question. Mr. Sabold called for a vote. Six were in favor, with Mrs. Koch opposed. Mr. Sabold stated Mr. Lentz should create a 'hot permit' form as required by OSHA. There are also specific requirements for the storage of the tanks. Chief Flohr interjected that when purchased as a unit, such as the set Mr. Lentz recommended, the tanks can be stored as a set on the cart that comes with the unit.
- Mr. Eisenhart asked if any quotes had been obtained to correct the erosion problem in the creek behind George Harlacher's property on Willow Run Road. Mr. Lentz stated Craig Gross was asked to provide a cost estimate, but had not submitted one yet. The area would need to dry out before the work could be done.
- There is a pothole located at the corner of City Hall Drive and East Canal Street. It is located at the crosswalk on the corner by 13 East Canal Street, and is almost as wide as the sidewalk. Mr. Lentz would get a quote to repair this. Mr. Sabold suggested the pothole should be patched for safety until it can be repaired.
- Mr. Lentz reported a man informed the office that he fell in Ketterman Park today, in the area by the tot lot where the walkway is wet. The man complained that this area is slippery most of the time. Mr. Lentz stated he believes an oily substance washes off the mulch from the tot lot. Craig Gross was asked to provide a quote to raise the walkway and install a drainage pipe. Mr. Lentz is going to ask H & H General Excavating to provide a quote also. In the meantime, he is going to have the area power-washed to see if this will help eliminate or at least improve the slickness of the walkway. It was suggested that sand could be scattered on the area after it is cleaned to help with traction.

Engineer's Report – Mr. Clark had nothing to report.

Solicitor's Report

- Mr. Herrold reported that he did not proceed with advertising the stormwater management ordinance for adoption, because there have been several developments during the past month. The PA DEP says the York County stormwater management ordinance does not meet their requirements. The York County plan allows for an exemption for volume control as long as it did not exceed 250

square feet. DEP does not want any exemptions allowed. York County and the PA DEP are negotiating to see if they can reach an agreement. Due to this, the PA DEP is saying they won't strictly enforce the penalty for not adopting a plan by the deadline. Mr. Herrold will keep the Council informed.

- Mr. Herrold had reviewed a sample resolution and ordinance provided by the York Adams Tax Bureau (YATB). Revisions are needed in the Earned Income Tax Ordinance so all the municipalities who participate in the YATB have consistent ordinances. The revised ordinance must be adopted before December 1 of this year to meet the deadline for employers to be required to deduct it next year. Mr. Herrold asked for authorization to advertise the ordinance for adoption at the November meeting. Mr. Eisenhart made a motion to authorize the solicitor to advertise the revised earned income tax ordinance for adoption at the November meeting. Mr. Seidel seconded the motion, and all were in favor.
- The Chevy truck will need two tires to pass inspection. Mr. Lentz got one quote for \$164 per tire. The total for two tires, installed will be \$328. This is vehicle maintenance and a motion was not required for the purchase.

Police Report – The monthly activity report for September was not received yet. Officer Groff returned to work. He drove the police cruiser which started the Halloween Parade. The mayor announced two arrests were made for the drive-by shooting incident on Mayfield Street. Mr. Sabold thanked Mayor Pope for working with the police on this case.

Ambulance Club Report – Dover Township approached Peggy Durnin to see if the Borough and Township should combine to do the TMI disaster drill. Currently, Peggy assists with the drill for the Borough and Keith Heckert assists with Dover Township. Mr. Hess also reported some ambulance clubs are closing due to financial problems.

Recreation Board Report

- Mr. Dentler reported they did not have an official meeting because there were not enough members present.
- The lacrosse team presented the Borough with a plaque as a thank you for allowing them to use Ketterman Park.
- The Recreation Board would like to purchase two 'easy-up' style canopies for use at Borough or Recreation Board activities. Mr. Eisenhart made a motion to purchase two, 12' x 12' canopies at an approximate cost of \$119 each from Spangler's Ace Hardware. Mr. Dentler seconded the motion. The motion carried.
- People are still driving on the grass in the park which has created some large ruts.
- The group who volunteered to sing at the Tree Lighting Ceremony had to cancel. Crossroads Band offered to replace them.

Treasurer's Report

- Mrs. Shirey reported the third quarter payroll reimbursement was done.
- The 2011 state aid checks were received for the police pension, volunteer fire relief and municipal pension.
- There were no changes to the bill lists. Mr. Eisenhart made a motion to approve payment of the bills. Mr. Dentler offered a second to the motion, and the motion passed.
- Mrs. Shirey reported the Borough CD, which matured in September, was reinvested at Peoples Bank at a rate of 1% for 10 months.
- Mrs. Koch asked if any bills were expected to be paid from the Highway Aid Fund before the end of the year. She was concerned there is a time limit on using this state aid money or it must be returned. Mr. Lentz suggested repairs to the pavement at the dead end of Lewis Lane and the stormwater inlet on Delwood Drive might qualify to use Liquid Fuels money.

Old Business – The budget meetings are scheduled for October 17 and 24 at 6:30 pm.

New Business

- Mr. Hess announced he will be on second shift from December to March and will probably miss the council meetings for those months.
- Mr. Dentler, Ms. Bishop and Cathy Pope were willing to work on sending out a Borough newsletter.
- Anyone who would like to receive a subscription to the Borough News magazine should inform Mrs. Shirey.
- A sample Clothing Allowance Reimbursement Request form was reviewed. Mr. Lentz suggested the signature line should list Council President as the person to authorize the payment. No other changes were suggested. Use of the form will be implemented.
- Leadership York is offering a seminar titled *Leading Effective and Productive Meetings*.

Mr. Sabold requested a motion to adjourn the regular meeting. A motion was made by Mr. Eisenhart, with a second by Mr. Hess. All were in favor and the meeting adjourned to executive session at 9:30 pm.

Respectfully submitted,

Janet T. Shirey
Secretary/Treasurer