

## MINUTES

The re-organizational meeting of Dover Borough Council was held at Borough Hall, 46 Butter Road on Monday, January 3, 2012 at 7:00 pm. Council members Romaine Bishop, Robert Dentler, Jonathan Hess, Lori Koch, Andrew Kroft, Joseph Sabold and Todd Seidel were present. Mayor Pope called the meeting to order. A moment of silent prayer followed.

Mayor Pope called for nominations for Council President. Mr. Dentler nominated Mr. Sabold. There were no additional nominations. A written ballot was used with a result of 7 votes for Mr. Sabold. By a vote of 7-0 Joseph Sabold was elected as Council President.

Mayor Pope called for nominations for Council Vice-President. Mr. Seidel nominated Lori Koch. There were no additional nominations. A written ballot was used with a result of 7 votes for Mrs. Koch. Lori Koch was elected as Council Vice-President by a vote of 7-0.

Mayor Pope yielded the floor to President Sabold.

Mr. Sabold called for nominations to appoint a solicitor. Mr. Seidel made a motion to reappoint John Herrold as solicitor. There were no other nominations. Mr. Dentler made a second to the motion. All were in favor.

Mr. Sabold requested nominations for the borough engineer. Mr. Dentler made a motion to reappoint James R. Holley and Associates as Borough Engineer. There were no other nominations. Ms. Bishop seconded the motion. The motion carried.

Mr. Sabold called for nominations for secretary/treasurer. Mr. Seidel made a motion to reappoint Janet Shirey. There were no other nominations. Ms. Bishop seconded the motion. All were in favor.

The December 5 regular meeting minutes were reviewed. Mrs. Shirey reported she followed up on a correction requested by Mr. Eisenhart in the November 7, 2011 minutes. She checked the meeting tape and the original sentence was correct. Mr. Dentler made a motion to approve the December 5 regular meeting minutes, as amended. Mr. Kroft seconded the motion. All were in favor.

The December 20 special meeting minutes were reviewed. Ms. Bishop made a motion to approve the minutes as presented. Mr. Dentler seconded her motion, and it carried.

## PUBLIC COMMENT

Fire Chief Rodger Flohr provided the fire company report.

- They responded to 20 calls in December.
- They responded to a total of 338 calls in 2011 with a total property loss from fire of \$141,700. They have 36 active firefighters, with an average of 11 firefighters responding per call. A total of 62 hours of training was logged. They provided mutual aid to 15 other departments, and received mutual aid from 6.
- The line officers will remain the same for 2012, but Missy Querry is the new treasurer.
- Chief Flohr asked the Council to waive the water and sewer fees for the fire company for 2012. Mr. Seidel made a motion to waive the water and sewer fees for the fire company for 2012. Ms. Bishop seconded the motion and all were in favor.

- The January 2012 activities calendar was reviewed. There were no changes. Mr. Seidel made a motion to approve the January 2012 fire company calendar of activities. Mr. Hess seconded the motion. It passed with all in favor.
- Mr. Lentz stated he wanted to thank the fire company for their help with the fire on Christmas Eve at the store/home owned by him and his wife, at 4 South Main Street. He stated they were very thankful for the quick response, professionalism and respect of their property the firefighters showed. He reported the contents of the store are a total loss. Smoke damage was the bulk of the damage. Chief Flohr emphasized the importance of smoke detectors.
- Mr. Sabold thanked the fire company for Santa traveling through the borough on a fire truck Christmas morning. Many of the residents look forward to this annual event. Chief Flohr reported they received \$200 in donations.

## **SEWER**

### *Manager's Report*

- Rogers & Son cut down the trees at the plant today. They also trimmed a large limb on a tree while they were there. They have requested an additional \$350 for this work. Mr. Lentz felt the price they quoted was very reasonable. Mr. Seidel made a motion to approve payment of an additional \$350 to Rogers & Son for work done in addition to the initial proposal. Mr. Kroft seconded the motion. All were in favor.
- The transfer pipe in tank # 1 was partially clogged. The tank was pumped down and Dover Township flushed the line. The problem improved for a short time, but has worsened again. Mr. Lentz recommends draining the tank and televising it.
- Schreiber estimates the new screw pumps will be delivered by the end of this month.

### *Engineer's Report*

- Mr. Clark reported he spoke to several suppliers to get suggestions to eliminate infiltration in the wet well from the abandoned influent line. One option was to install a cap on the pipe. Unfortunately, the cap weighs 137 lbs. and it would be very difficult to install it due to the narrowness of the area. Plugging the pipe with concrete is another option, but it shrinks when it dries which would still allow infiltration. Mr. Sabold suggested hydraulic cement. Mr. Clark explained it is a 16-inch pipe, so that product would not be practical in this application. Televising would very difficult due to space limitation. Mr. Clark will work with Mr. Lentz to come up with a solution.
- Mr. Clark followed up on the statement I. B. Abel, Inc. sent last month. He discovered the \$3,000 retainage had not been paid.

*Solicitor's Report* - Nothing to report.

*Old Business* - Adding a catwalk on tank # 3 was debated. Mr. Lentz and Mr. Clark would research ideas.

*New Business* - None.

## **WATER**

### *Manager's Report*

- Mr. Lentz had been searching for a water leak and borrowed leak detection equipment from Dover Township. He estimated the water loss at 30,000 gallons per day. The leak has not been found.
- Mr. Lentz reported a potential new well site has been found. The fire company trustees have a meeting this week to discuss allowing the Borough to drill for a new well on their property.

- Mr. Lentz requested a meeting of the Water Committee to discuss the continuing issues with water meters. Mr. Sabold stated he will be reorganizing the committee assignments. A meeting can be scheduled once this is done.
- Duane Grim wants to take a correspondence course, at a cost of \$100. There were no objections.

*Engineer's Report* – Nothing to report.

*Solicitor's Report* – Nothing to report.

*Old Business* – None.

*New Business* – None.

## **BOROUGH**

### *Manager's Report*

- York Excavating completed the stormwater projects on Delwood Drive and Meadow Road.
- Mrs. Koch noted there were no zoning violations listed on the Manager's Report. She asked if Mr. Lentz had followed up on her complaint regarding the neighbor's shed. He stated he spoke with the neighbor, and would follow up again this week. He reported a violation letter was sent to 60 South Main Street for the number of uses.
- Mr. Lentz asked if the Council wants to proceed with selling the Ford tractor. Mr. Herrold reported the PA Borough Code, Section 1201. 4. ii. requires the council to authorize the item for sale, either by ordinance or resolution. If the value is more than \$1,000, the sale must be advertised for bids. If the value is under \$1,000, the council still needs to authorize the sale, but the item(s) do not need to be advertised. Mr. Lentz was instructed to check with York Tractor, Inc. or Straley Farm Supply to get an estimated value.
- Mr. Lentz spoke to Steve Milhimes, 12 East Canal Street, regarding repairing the planters at the square. Mr. Milhimes will look at them and make suggestions for repairs. Any work will need to wait until warmer weather.
- Mr. Lentz reported Rob Krug, 53 East Canal Street, contacted him regarding the swale on Willow Run Road. He claims he is getting water in the basement due to problems with the swale. It was noted that nothing can be done with the swale until the area dries out.
- Mr. Lentz recommended the Council consider updating the outdoor burning ordinance. Parts of it are vague. There has been a repeated problem with a resident, on East Canal Street, pushing the boundaries of the ordinance. Mr. Herrold reported many of the municipalities in the York Basin have banned outdoor burning except in limited situations. It was noted there is not really a need for outdoor burning of brush or trash because there are places where people can dispose of yard waste. Recreational burning would still be allowed in a UL approved container. Mr. Lentz will do research, including requesting copies of ordinances from other municipalities, and make recommendations for revisions.

### *Engineer's Report*

- Mr. Clark reviewed the permit to work on the swale along Willow Run Road. The permit has very specific requirements while the work is being done. Mr. Clark projected the work could not be done until May when the area should be more dry.
- He reported York Excavating submitted a bill to the Borough office for the stormwater project they completed. The engineer's office needs to certify the project and make a recommendation of payment. This should be ready for the February meeting.
- Mr. Clark provided an update on the status of the new stormwater ordinance. The PA DEP and the York County Planning Commission are still working out some details. They project the new draft ordinance should be ready within a few weeks for municipalities to

review. Some exemptions may allow a zoning officer to approve a plan rather than requiring an engineer to do a stormwater plan.

#### *Solicitor's Report*

- Mr. Herrold spoke to Tom Sponaugle, attorney for Michael Mengelkamp (58 Amberview Drive), to confirm a settlement was reached with the insurance company. He asked Mr. Sponaugle to encourage his client to actively move forward with the repairs. Mr. Lentz reported Mr. Mengelkamp had submitted a building permit to repair the foundation wall.
- Darwin Frey had complained about overgrown shrubs and a tree on Mr. Mengelkamp's property. Mr. Lentz asked Mr. Herrold how to handle it if Mr. Mengelkamp does not consider them overgrown? It was agreed that how an individual prefers trees and shrubbery to look varies. Mr. Lentz should use his judgement. Mr. Lentz stated he did check and there was a pile of limbs. Mr. Mengelkamp informed him it was removed.
- Mr. Herrold reported he contacted the Cohen Law Group regarding Dover Borough's interest in joining with other municipalities to negotiate a new cable franchise agreement with Comcast. He reported Codorus Township has also joined.

*Police Report* - Mayor Pope reported there were 6 more calls in November, and 65 more calls for the year-to-date compared to the same periods last year. Four of the seven commissioners will be new in 2012.

*Ambulance Club Report* - Mr. Hess stated there were no important issues in December.

#### *Recreation Board Report*

- Mr. Dentler recommended Norma and Ron Botterbusch for re-appointment and Rick Pope as a new member on the Recreation Board for 2012. Mr. Seidel made a motion to approve these recommendations. Ms. Bishop seconded the motion. Six were in favor. Mrs. Koch was opposed. Mr. Dentler reported Hallie Elicker and Geri Miller's terms will expire at the end of 2012. Neither of them has been attending meetings, but they have not resigned.
- The House Decorating Contest was held in December. The winners were as follows: 1<sup>st</sup> Place - Brian & Tina Alexander @ 55 North Main Street; 2<sup>nd</sup> Place - Lee & Linda Knaub @ 19 Rachael Road; 3<sup>rd</sup> Place - Joe & Jodi Albin @ 122 Cranbrook Drive. The board feels the residents really enjoy and look forward to the contest each year.
- The board will reorganize at their first meeting and elect new officers.

#### *Treasurer's Report*

- One bill was added to the Sewer Fund for I. B. Abel, Inc. in the amount of \$3,000. Mr. Kroft noted the Rogers & Son bill was incorrectly listed on the General Fund bill list rather than the Sewer Fund. Mr. Kroft made a motion to approve the bills, as corrected. Mr. Dentler seconded the motion. Six were in favor. Mrs. Koch was opposed.
- Mrs. Shirey reported she checked with Fulton Bank to see if there was a savings type account which would earn more interest than the current checking accounts. There are no accounts earning more interest at this time, unless money would be invested in CD's.
- Mrs. Shirey called Mellon Bank when the check was not received for the Nathan Wallace endowment in 2011. This money is received in alternating years with Dover Township. The bank discovered they forgot to make the payment. The check was received today.

#### *Old Business*

- Ms. Bishop reported the contractor returned and sealed the walking path where it was repaired.
- Mr. Lentz asked Mrs. Koch to have someone from the historical society tie a ribbon around the tree they want to have cut down.

- Mr. Seidel reported the Personnel Committee recommended the Borough pay 90% and the employees contribute approximately 10% of the cost for employee health insurance. The Borough would no longer pay the cost of the single policy for the employees. The payroll deduction for employees would be as follows: Brad Lentz and Duane Grim would each contribute approximately \$32 a week toward a family plan. Janet Shirey would contribute approximately \$29 toward her employee/child policy. Mr. Seidel made a motion to accept the recommendations of the Personnel Committee for the health insurance cost. The Borough will pay 90% of the annual premium and the employees will pay approximately 10% of the cost by payroll deduction. Six were in favor. Mr. Dentler was opposed.
- Mr. Lentz asked when all of the updates would be made in the Employee Manual. Mr. Seidel stated the Personnel Committee would be meeting again on January 12 to work on the revisions.

*New Business*

- The fee schedule was reviewed. Due to increased costs, Mrs. Shirey recommended increasing the zoning hearing board cost from \$350 to \$500 per applicant. It was suggested that increasing the burn permit fee from \$5 to \$10 could discourage outdoor burning. A motion to approve the fee schedule, with an increase in the zoning hearing board fee to \$500 and the burn permit to \$10, was made by Mr. Dentler. Ms. Bishop made a second to the motion. All were in favor.
- Darwin Frey, 56 Amberview Drive, asked if Amberview is a 'Drive' or a 'Road'. He has seen it both ways. It was noted that it is listed both ways on maps hanging on the walls. The original ordinance would be checked to verify the name.

A motion to adjourn was made by Mr. Hess, with a second by Mr. Kroft. All were in favor. The meeting adjourned at 8:45 pm.

Respectfully submitted,

Janet T. Shirey  
Secretary/Treasurer