

MINUTES

The regular monthly meeting of Dover Borough Council was held at Borough Hall, 46 Butter Road on Monday, June 4, 2012 at 7:00 pm. Ms. Bishop was absent. The mayor and remaining council members were present. David Schaumann attended for Mr. Herrold.

The May minutes were reviewed.

- Page 5, in the first bullet, fourth line. There is a period following a comma. The period should be deleted.
- Page 7, New Business, second bullet point. This should be Local Government Advisory Committee (LGAC), rather than York County Boroughs Association.
- Page 2, in the second line. Delete the fourth word 'in'.
- Page 7, fifth bullet item and the tenth line. The seventh word should be 'that' rather than 'what'.
- Page 1, Public Comment, third paragraph and the fourteenth line. The dash in '55-11' should be deleted.
- Page 8, third bullet, fourth line, in the last sentence. The words 'a' and 'of' will be deleted.

Mr. Seidel made a motion to approve the May minutes as corrected. Mr. Dentler seconded the motion. All were in favor.

PUBLIC COMMENT

Assistant Chief Dettinger reported the fire company responded to 14 calls in May. Four of these calls were in the borough. The house fire at 112 Dogwood Drive resulted in an estimated \$200,000 loss. Mrs. Shirey had forwarded a letter to the fire company from York County regarding updates to their Mass Casualty Incident Policy. Mr. Dettinger explained this related to emergency medical services rather than fire services. The letter was forwarded to Peggy Durnin, at the Dover Area Ambulance Club.

Mr. Dettinger added several items to the June calendar. Training is scheduled for 6/13 and 6/27. The brush truck will be on standby for Strinestown Fire Company during their Community Days celebration on June 30. Mr. Seidel made a motion to approve the fire company calendar of activities for June. Mr. Hess seconded and the motion carried.

Beverly Fauth, one of the borough's elected auditors, provided a report of the 2011 audit. She stated they did a careful examination of the records. There were no findings. Mr. Sabold thanked the auditors.

Melissa Smith, executive director of the York County SPCA, was present to follow up on the SPCA's request for an anti-tethering ordinance. She understood the council planned to discuss the issue again this evening. She stated she would like to reiterate several points. First, tethering is not covered in the current cruelty law, Section 5511, Subsection 3. Second, the sample ordinance was only a draft and the council can amend it to be agreeable to them. She noted there had been several incidences of severe weather in recent days. She requested that if the borough council adopts an ordinance that they include a requirement for dogs to be taken indoors during severe weather. Mr. Sabold informed her the council would be discussing the ordinance later in the meeting.

SEWER

Manager's Report

- Mr. Lentz found the problem in the aeration arm was a proximity switch. There was a pin hole in the threads of the part which allowed electricity to shoot out through the hole. While investigating this problem he found that the electrical contractor had installed the wrong type of switch. He also

discovered the emergency stop was not wired properly. Mr. Clark was asked to have Holley's office check if the cost of these repairs could be charged to the contractor who made the errors.

- The scraper arm in the primary tank is bent. They attempted to straighten it by heating it, but were unable to get it completely straight. Mr. Lentz recommended adding a piece of angle iron at each end and a piece of rubber to sweep around the edges. Mr. Lentz noted this tank was built in the 1950's and many of the components are old.
- A quote to replace 12 sets of brushes in the influent dewatering screw pump was \$1,920, plus the cost of shipping. Mr. Lentz plans to replace them in-house. He stated the brushes would normally last much longer, but the transducer operated 24/7 for months, which prematurely wore out the brushes.
- The PA DEP visited the plant today to discuss cap loads. They informed Mr. Lentz that Dover Borough exceeded the maximum annual load cap in 2011 for discharging nitrates into the creek. The WWTP is licensed for 7,306 pounds per year. For the period October 2010 to October 2011 over 9,000 pounds were discharged. The PA DEP representatives informed Mr. Lentz that the borough would receive a \$10,000 citation. They also stated that wastewater plants and municipalities can purchase credits, which can be used to lessen the fines for exceeding the limits. The average cost of a credit is \$3.23 per credit/pound. Mr. Lentz noted the PA DEP did not discover the violation. The federal EPA reported it to them. Mr. Lentz further explained he believed the violation stemmed from two things. First, the brand new nitrate probe failed shortly after installation. It had to be returned for replacement under the warranty and this took time. Since the probes cost about \$25,000 a spare is not kept on hand. Second, during the flooding in September 2011 the plant ran over capacity for several days. The council instructed Mr. Clark to have someone from Holley's office contact the PA DEP and argue there were unavoidable circumstances for exceeding the limits.
- Mr. Seidel asked if the manhole meters were currently installed. Mr. Lentz reported they were not.

Engineer's Report – Mr. Clark reported Infratech will start slip-lining the sewer main on Elmwood Drive shortly. There was a delay in getting the material.

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

Old Business – None.

New Business – None.

WATER

Manager's Report – Mr. Lentz reported the PA DEP approved removing the Butter Road interconnect with Dover Township. He planned to schedule this project with others to be done to save money.

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

Solicitor's Report – Nothing to report.

Old Business – None.

New Business – Mr. Sabold stated the Water Committee should meet again to talk about the water meters.

BOROUGH

Manager's Report

- Mr. Lentz reported the YCPC traffic engineer, Don Bubb, re-evaluated the traffic study which recommended establishing a no parking area on the north side of East Canal Street from Edgeway Road to Fairview Avenue. It now recommends establishing no parking from the intersection of East Canal Street and Edgeway Road at a point 325 feet west of the intersection. Mr. Sabold explained the end of the no parking zone would be approximately at the white line marking the road at the School

Zone signs and flashing lights. Several council members had checked the length of the driveways on the north side of East Canal Street and felt the revised traffic study addressed their concerns.

- Mr. Lentz informed the council that a Dover Township resident, at 1730 East Canal Road, claims stormwater run-off from Dover Elementary School and Ketterman Park is flooding his property. Mr. Lentz met with Karen Ward, from York County Conservation District; Mark Clark and Blaine Markel, from Holley's office; and representatives from Dover Area School District to inspect the stormwater system. This inspection showed that the stormwater system is operating correctly. Also the storm last week is being called a 200-year storm, during which 2.8 inches of rain fell in a two hour period. It was noted that the man's driveway is lower than the roadway. He informed Mr. Lentz just finished his basement last year, even though he had a problem getting water in his basement. He is upset that he is getting water now that the basement is finished. It was also noted the homeowner had a swale dug in the driveway to direct the water. Mr. Clark stated it was obvious the gentleman already had a drainage problem. He suggested a small speed bump at the end of the driveway would significantly help the problem. Mr. Clark stated the silt socks from the elementary school project were also still in, which may have contributed to the problem.
- Mr. Lentz reported Mr. Mengelkamp cut the grass and weeds on his property and he put caution tape around the hole at the foundation. Mr. Lentz left several messages for Mr. Mengelkamp but he has not called back. It was debated if the borough should have the hole filled since nothing has been done for months. Mr. Lentz questioned if the borough could fine him for inaction if he has a building permit. Mr. Schaumann stated the borough can fine him for any zoning violations even if he has a permit. The council was most concerned about the open hole. It was also noted the foundation of the house could be more unstable due to recent heavy rains.
- Mr. Lentz reported the matting installed in the Willow Run swale rehab rolled during the heavy rains. Mr. Clark stated he would notify the contractor to return and fix this. Mr. Lentz stated once vegetation takes root this should not be a problem.
- Mr. Sabold asked Mr. Lentz to cut the vine growing up the flagpole, outside the borough office.

Engineer's Report – Mr. Clark submitted the Recommendation of Payment for Clear View Excavation, in the amount of \$5,750. The final cost was \$460 less than the original contract price because they used less topsoil. Mr. Seidel made a motion to pay Clear View Excavation \$5,750, contingent upon them repairing the matting to the borough manager's satisfaction. Mr. Dentler seconded the motion and it carried. Mr. Clark informed the council that the PA DEP permit, required for this project, allows for ongoing maintenance of the swale. He recommended silt should be removed periodically to prevent the problem from recurring.

Solicitor's Report – Nothing.

Police Report – The May report was not received yet. Mayor Pope spoke to the police regarding people parking on the grass in Ketterman Park. Northern Regional stated they have difficulty enforcing it when this rule is not clearly posted. They requested that the borough post No Parking on the Grass signs in the parking areas. Other parks they patrol have done this and it eliminated the problem. Mr. Lentz was instructed to purchase and install one sign at each of the three parking lots. The signs should be brown with white lettering so they are consistent with the other signs in the park.

Ambulance Club Report

- Mr. Hess reported the volume of the air horn on the new ambulance cannot be adjusted. If it continues to be a problem the board requested that people send a letter, which includes the date and time the incident occurred. This would allow them to pinpoint which driver was operating the ambulance. In addition, he explained the normal procedure for using the air horn is only when emergency personnel must cross an intersection. If they use the traffic signal control to force a light change this causes a green light to go directly to red, and skips the amber light. The air horn is used before they proceed through the intersection to be sure they get the attention of anyone at the intersection.
- Mr. Hess stated he also talked with Mike Husson, a Dover Township supervisor who serves on the ambulance board, regarding complaints about the Dover Township fire truck drivers. Mr. Husson disputed the claim of the speed of the fire truck discussed last month.

Recreation Board Report

- Attendance was less at the Relay for Life event, held on June 2, but they raised more money. The alternate movie screen worked well.
- Mayor Pope reported the board is considering planning a community yard sale in Ketterman Park. Dover township had one at Lehr Park and it was very successful. Mr. Dettinger pointed out the fire company hosts a car show and yard sale in October. He suggested the Recreation Board could coordinate a yard sale with them.
- Planning for National Night Out is progressing. Mayor Pope asked if the council wanted to set up a table to answer questions for residents. The council would consider this.
- Mr. Dentler noted a woman who lives on West Canal Street decorated the planters in the square for the Relay for Life. He suggested she could be asked to decorate the flower boxes for special occasions/holidays, such as the 4th of July. It was suggested that allowing people to decorate the flower boxes may set a precedent. Mr. Lentz suggested people should not be allowed to put decorations in the planters for this reason. It was decided nothing would be allowed in the planters without permission, and items should be limited to the perimeter of the boxes. If questions arise, Mr. Lentz will check with the council.
- Mayor Pope asked if the borough had purchased a brick for the new carousel building in Brookside Park, as discussed previously. He attended the dedication of the new carousel building and did not see a brick for the borough. After some discussion it was determined there was miscommunication about who was to take care of this. Mrs. Shirey stated she would submit the order for a brick.

Treasurer's Report – Mrs. Shirey added a bill to the General Fund bill list from Mr. Herrold's office and the water bill for Dover Township was added to the Water bills. The bill list totals were also updated. Mr. Dentler made a motion to approve payment of the bills, as changed. Mr. Kroft seconded the motion. All were in favor.

Old Business

- Kasual Computing submitted an updated quote for the installation of two external hard drives. This quote was for the labor and cost for an additional Guardian Services workstation module at a cost of \$245. Mrs. Shirey reported she found a good sale price on the cost of the external hard drives. She got approval from Mr. Sabold to purchase them. There were no objections to proceeding with installation of the new hard drives.
- The council discussed the SPCA's request for an anti-tethering ordinance. They did not feel it was enough of a problem to justify adopting an ordinance. They were also concerned the ordinance could be very restrictive for dog owners. Mr. Sabold called for a voice vote on the issue. By a vote of 0 – 6, all were opposed to enacting an anti-tethering ordinance.

New Business

- A note from the Conewago Garden Club was read. In the note, Gayle Heagy reported on the planting they had done in the boxes at the square and the planter at the borough office. She believed the club was frugal in the money spent. They requested that the soil from the planter boxes in the square be stockpiled and reused once the boxes are rebuilt. She stated the garden club planted a Kwanzan Cherry tree in Ketterman Park. This was the 5th year they planted a tree in the park. They suggested the borough should consider replacing some of the shrubbery and plants around the borough office. She offered the assistance of club members to help choose appropriate items.
- Mr. Dentler reported the newly formed Safety Committee met with John Johns, Loss Control Manager from H. A. Thomson, to discuss the requirements for a Safety Committee. In order to receive a 5% discount on the workers compensation insurance policy, there are stringent requirements. After meeting with Mr. Johns, the committee does not feel the savings would justify the amount of time and paperwork required. Although, they do recommend still having a Safety Committee. Mr. Johns informed them that the borough has very low workers comp claim history, which keeps the cost of the policy lower. On a side note, Mr. Dentler noted he attended the meeting where the fire company reviewed the Dogwood Drive fire. He was impressed with how thoroughly they evaluated their safety procedures.

- The Personnel Committee recommended increasing Becky Hartzler's salary \$1 per hour, from \$10 to \$11 per hour, due to the additional responsibilities with the new job title. Mr. Kroft made a motion to increase Becky Hartzler's salary by \$1 per hour, retroactive to the May 1 start date with the new job title. Mr. Seidel seconded the motion and it passed by unanimous vote.
- Mr. Sabold asked Mr. Seidel if he wanted the council or Personnel Committee to make a decision regarding Matt Altland's continued employment. He had been placed on a 45 day disciplinary probation period for damaging the valve exerciser and this was over. Mr. Sabold stated there were three issues during the probationary period. Matt was late twice and he ran over a gate opener for the WWTP. Mr. Lentz was asked for his opinion. He stated he preferred not to discuss this in a public meeting. It was decided an executive session would be held at the end of this meeting.
- The Water Committee decided on a meeting date of June 19 at 7 pm. Mr. Seidel would inform Ms. Bishop of this meeting.
- Mr. Hess asked if Mr. Lentz was able to determine if it is the borough or Dover Township who is responsible for City Hall Drive, between Park Street and Drawbaugh Alley. Mr. Lentz's research showed that the borough line ends at the driveways on the west side of City Hall Drive. City Hall Drive is in Dover Township. Mr. Lentz spoke to Dover Township and determined they issued the excavation permits to Columbia Gas. Columbia Gas would have a contractor return to do the final street patching.
- Mr. Hess reported there are low hanging tree limbs on the east side of the bridge on South Main Street. He was unsure if this was the borough's responsibility or the owner of 63 South Main Street.
- Mr. Kroft stated he noticed tall grass in front of the elementary school. Mr. Lentz reported the silt socks had been removed and the grass had been cut.
- Mrs. Koch felt the mowing contractor did a poor job string trimming the ditch at well # 3.

A motion to move to an executive session was offered by Mr. Dentler at 9 pm, with a second by Mr. Hess. All were in favor.

The meeting reconvened from executive session at 9:20 pm.

Mr. Seidel made a motion to adjourn. Mr. Dentler seconded the motion. The motion carried. The meeting adjourned at 9:20 pm.

Respectfully submitted,

Janet T. Shirey
Secretary/Treasurer