

MINUTES

The regular monthly meeting of Dover Borough Council was held at Borough Hall, 46 Butter Road on Monday, November 5, 2012 at 7:00 pm. Mr. Hess arrived late due to work. The remaining council members and the mayor were present. Mr. Schaumann attended in Mr. Herrold's place. The meeting was called to order and a moment of silent prayer followed.

A revised copy of the October minutes was distributed. Mrs. Shirey had asked Mr. Lipinski to review the information on the stormwater ordinance for accuracy, but he had not responded before the deadline to distribute the minutes. After reviewing his suggestions, there were enough changes that Mrs. Shirey provided a revised copy to allow the council to decide which version they would accept. Mr. Sabold asked if the council members wanted time to review the revised copy or approve them this evening. The members took a few minutes to review the changes. Mr. Seidel made a motion to approve the minutes, as presented. Mr. Dentler seconded the motion. It carried with all in favor.

PUBLIC COMMENT

Troy Dettinger provided the fire company update.

- They responded to 15 calls in October. Five of those calls were in the borough. They provided assistance to four property owners during the storm caused by Hurricane Sandy.
- The fire company participated in a 'live burn' training at the York County Fire School in October.
- Mr. Dettinger reported there was very good planning for the storm. EMA Coordinator Kevin Behr met with representatives from the borough, school district and ambulance club.
- The tree lighting ceremony was added to the activities calendar on November 23. Mr. Seidel made a motion to approve the fire company calendar of activities for November. Mr. Dentler seconded and the motion carried.
- Ms. Bishop asked if the fire company was still participating in the Market America program to raise money. Mr. Dettinger reported they are not participating in the program any longer.

Robert Swords, 75 South Main Street, was present to discuss a code violation letter he received regarding a garage in disrepair. He stated he cannot make the required repairs within the 30 days stipulated by the letter. Ideally he would like to demolish the current garage and build a new one, but he does not have the finances to build a new one. Mr. Sabold stated he believed Mr. Lentz would work with him if Mr. Swords started the process to repair or rebuild the garage. A discussion ensued regarding whether the violation was a safety issue or just maintenance. Mr. Lentz reported there is very little paint on the exterior of the garage, boards have come off and others have come loose on one end and protrude. Also, the structure is noticeably leaning to one side. He recommended the structural supports should be checked for stability. Mr. Swords reported he still used the garage for storage and he wouldn't if he felt it was unsafe. He noted the garage started to lean after the neighbor at 77 South Main Street tore down their garage, which was attached to his. Mr. Sabold asked if the fire company could perform a safety inspection. Mr. Dettinger stated the fire company could do this, but they do not have any jurisdiction. In addition, he suggested the borough council consider implementing fire inspections. Mr. Lipinski stated the engineer's office has performed this type of inspection for other municipalities they represent. The homeowner would be responsible for the cost of the inspection. Mr. Swords asked if he demolishes the garage, could he rebuild it without getting a variance. He was told that as long as he rebuilds it on the existing footprint only a building permit would be needed. Mr. Swords left the meeting. Mr. Hess asked why the code inspector would not perform the inspection. This was debated. Mr. Lentz reported that Mr. Swords does not own the property. It is in his mother's name. The council felt this changed the situation and Mr. Lentz should contact Judy Swords, the actual property owner, regarding the violation.

SEWER

Manager's Report

- Mr. Lentz reported a portion of the concrete exterior wall on aeration tank # 3 broke out again where the joints meet. Mr. Lentz stated he would check with Conewago Enterprises to see if they will stand behind their work. Mr. Sabold suggested adding a bonding agent to the cement to help the patch adhere better.
- Mr. Lentz reported a PA DEP representative visited the plant during the heavy rain last week. They seemed satisfied with how the plant was operating during extreme conditions. The governor declared a state of emergency which will exempt WWTP from violations which may have occurred due to the storm. He will be required to send a letter to DEP documenting when the overflow started at the plant and at the Delwood lift station.

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

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

Old Business – Mr. Seidel asked if the flow meters were currently installed in manholes. Mr. Lentz reported they are not currently being used.

New Business – None.

WATER

Manager's Report – Mr. Lentz had nothing to add to his written report.

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

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

Old Business – Mr. Seidel asked for the status of digging a new well. Mr. Lentz reported Justin Shappell, with United Environmental Services, had assigned someone to oversee the excavation for a new well. The next step will be for the fire company to receive a Scope of Work report explaining what will be done on their property to dig for a new well for the borough.

New Business – None.

BOROUGH

Manager's Report

- Mr. Lentz went to a hearing for 89 North Main Street at District Justice Eshbach's office. Candy Reed pled guilty. He reported the mortgage company has foreclosed on the property, but they are allowing her to continue to live there. Mr. Kroft noted the fire company had classified this as a 'do not enter' property, because they were told the property was vacant and the utilities were turned off. Mr. Kroft stated he would update the fire chief.
- Mr. Lentz stated Kevin Behr did a good job of emergency management preparation for Hurricane Sandy. The preparation was very organized, and fortunately the majority of the planning was not needed.

Engineer's Report

- Mr. Lipinski reported he was waiting to distribute copies of the proposed Stormwater Ordinance until he received comments from all of the solicitors. He also stated there has been no response on the MS4 waiver request yet.

- Mr. Lipinski explained that Penn DOT revised the process to apply for Highway Occupancy Permits (HOP). You can only apply for HOP's electronically now. He requested a motion authorizing the council president to sign a Penn DOT application authorizing the engineer's office to submit requests for an HOP. Mr. Seidel made a motion to authorize the council president to sign the Authorization for Agent to Apply for Highway Occupancy Permit form for Penn DOT. Mr. Kroft seconded the motion and it carried with all in favor.
- Mr. Lipinski gave a brief explanation on the Manual on Uniform Traffic Control Devices (MUTCD) requirements. Each municipality must follow federal guidelines for the size, shape and reflectivity of specific signs. A manual must be created to track signs which have reflectivity requirements. Protocols must be in place for the replacement of signs as the reflectivity diminishes. Compliance is required by May of 2014.

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

Police Report - Mayor Pope provided the report.

- Calls were down for the month of September. The police asked him to report that Part One crimes, which involve theft, have increased by 7.81% for the year. Part Two crimes, which include weapon and drug charges, are up almost 6%. He noted minor crimes activity is lower, while major crimes have increased.
- The October report was not available yet.
- Due to the success of the prescription drug take back program, the York County Solid Waste Authority launched a new program which places a locked metal container in police stations. One was installed in the lobby at NYCRP. This will allow people to drop off drugs in the container rather than holding on to them until the next periodic collection. When the box is full the DEA will empty it.
- Mayor Pope reported he discussed Mrs. Koch's concern, about people not parking within marked spaces on Main Street, with Chief Bentzel and Lt Lash. They drove through the borough one morning to evaluate the problem. They asked what guidelines should be used for enforcement. For example, how much of the vehicle must extend over the pavement marking for it to be in violation? They felt this would be difficult to enforce and asked the mayor to get additional guidelines from the council regarding enforcement. Mr. Lentz checked the Dover Borough code book and did not find anything in an ordinance allowing enforcement of the parking space markings. Mr. Seidel questioned if the borough could enforce something like this on a state road. Mrs. Koch offered to check into Penn DOT law which may apply to this.

Ambulance Club Report – Mr. Hess reported he would be unable to attend the monthly meetings due to a change in his work schedule for the winter months. Mr. Husson offered to allow someone else to attend in his place. He reported Peggy Durnin, EMS Coordinator, informed him she sent a letter requesting the borough council waive their quarterly water and sewer fees.

Recreation Board Report – Mayor Pope provided the report.

- The House Decorating Contest will be judged on December 9. He requested permission to purchase Giant gift cards for prizes this year, rather than cash. The total would be \$225, with the prizes as follows: 1st Place - \$100; 2nd Place - \$75; and 3rd Place - \$50. Mr. Seidel made a motion to authorize the purchase of Giant gift cards as prizes for the House Decorating Contest, with a total of \$225 as outlined above. Ms. Bishop seconded the motion. All were in favor.
- The Christmas Tree Lighting Ceremony will be held on Friday, November 23 from 7 to 8:30 pm, at the square. Mayor Pope requested permission to purchase a new Santa suit. Mr. Seidel offered a motion to authorize the purchase of a new Santa suit. Ms. Bishop seconded the motion and it passed. Mr. Lentz asked if the council would object to the Christmas decorations being put up on Friday, November 16. There were no objections. Mr. Dentler announced donations of cookies are needed for refreshments.
- He informed the council that Trick or Treat was cancelled, due to uncertainty of the weather from Hurricane Sandy. The office received many phone calls, as did Mr. Sabold and Mayor Pope. Due to this, it was rescheduled to Saturday, November 3 from 2 to 4 pm.

Treasurer's Report – There were no changes to the bill lists. Mr. Seidel made a motion to authorize payment of the bills, with a second by Mr. Kroft. The motion carried.

Old Business

- The October 29 budget meeting was cancelled due to Hurricane Sandy affecting the area. The meeting was rescheduled to Monday, November 12 at 7:30 pm.
- Mr. Seidel stated he wanted to schedule a Personnel Committee meeting. The members decided on November 9 at 6:30 pm.

New Business

- The York County Boroughs Association Annual Dinner will be held on November 10. Anyone who would like to attend should contact Mrs. Shirey to make reservations.
- Ms. Bishop reported Penn Waste would like to include an insert in municipal newsletters regarding changes in electronic recycling rules. Beginning in January 2013 electronic items cannot be put out for collection with normal trash. They would like to include this in the next newsletter, which is planned for January. They will cover the cost of the insert. There were no objections.
- Mr. Hess asked if the borough budgeted to repair the planters at the square. It was noted money was budgeted for this year, but it was too cold to be done this year.

With no further business, a motion to adjourn was offered by Mr. Hess with a second by Mr. Seidel. The meeting adjourned at 8:50 p.m.

Respectfully submitted,

Janet T. Shirey
Secretary/Treasurer