

MINUTES

The regular monthly meeting of Dover Borough Council was held at Borough Hall, 46 Butter Road on Monday, February 4, 2013 at 7:00 pm. Mr. Hess was absent due to work. The remaining council members and the mayor were present. The meeting was called to order by Council President Sabold. A moment of silent prayer followed.

The January 7 regular meeting minutes were reviewed. A change in the wording was requested on page 2, in the first line. It would be corrected to read – “would deny the Morgan’s request for sewer relief.” There were no other changes. Mr. Seidel made a motion to approve the minutes, as corrected. Ms. Bishop seconded the motion. All were in favor.

The January 16 special meeting minutes were reviewed. There were no additions or changes. Mr. Dentler made a motion to approve the minutes, as presented. Mr. Seidel offered the second to the motion. The motion carried.

PUBLIC COMMENT

Assistant Chief Troy Dettinger provided the fire company report.

- They responded to 24 calls in January. Only one of those calls was in the borough.
- They will be providing standby for West Manchester Township’s Shiloh Fire Company on March 2. This will occur prior to the next council meeting and they wanted the council to be aware of it. Mr. Seidel made a motion to approve the February calendar of activities, with the addition of the March 2 standby for Shiloh Fire Company. Mr. Dentler offered a second to his motion and it carried with all in favor.
- The fire company officers remained the same for 2013.
- The roof of the fire station has some serious leaks. It is a flat rubber roof and is more costly to repair than a traditional roof. Estimates to replace it range from \$40,000 – 98,000.
- He thanked the office for their assistance with making new ID tags for fire company members.

Eric and Joanne Morgan had requested permission to appear before the council again to discuss sewer relief for one of their units at 64 North Main Street. They were not present.

Mike Gieschen, with Steckbeck Engineering, was present to discuss a land development plan to build a Dollar General store in Dover Township. The township would provide the water service but the sewer would be provided by the northern interceptor, which connects to Dover Borough’s sewer system. He explained it will be a 9,100 square foot building, with associated parking and will require one EDU. He was appearing at this meeting is to request a ‘will serve’ letter from the borough. This would be required so they can submit the Sewage Planning Module to the PA DEP. Mr. Lentz met with representatives from Dover Township to discuss the plan, as well as, a proposed expansion of 250 – 350 units at Doovertowne Apartments. Mr. Clark interjected that the latest discussion included only 200 new units. The Dover Borough – Dover Township Joint Comprehensive Plan had designated this area, which includes both projects, for commercial development. Dover Township requested the Borough Council allow Dollar General to connect to the northern interceptor with the understanding that the sewer agreement would be re-negotiated before the Doovertowne Apartments project would receive approval. It was noted, the original agreement was signed in 1985 and the wording regarding a time limit for the township to extend their sewer line was not clearly defined. Mr. Seidel stated it would be in the borough’s best interest to create a new agreement with Dover Township, which would ensure that they would actively pursue connecting the northern interceptor to their sewer system. The council did not feel the borough’s wastewater plant could handle the flow of an additional 200 EDU’s. The availability of sewer connections was also debated. Mr. Seidel made a motion to authorize the submission of the Sewage Planning Module to the borough engineer’s office for review, with the stipulation that the availability of a sewer connection must be verified first. Mr. Kroft seconded the motion. All were in favor.

SEWER

Manager's Report

- Mr. Lentz reported he would be taking a Basic Hydraulics course on February 27.
- He followed up on a question raised last month regarding the installation of a manhole riser. The work was performed by borough employees. H & H only sealed around it.
- The new sampler was working well.
- Mr. Sabold asked if the painting of the chemical building, included in the manager's report, was done in-house. Mr. Lentz explained that Chase Pentz, the part-time public works employee, did the painting. Additional painting was planned. Paint leftover from the plant upgrade was being used.
- Mr. Seidel asked if flow meters were currently installed in any manholes. Mr. Lentz reported they were not. He and Mr. Clark planned to meet to determine the next areas to monitor.

Engineer's Report – Mr. Clark stated Holley's office was in discussion with the engineers for the expansion of Doovertowne Apartments. Holley's office needed to know if the Borough Council was in favor of adding the new Doovertowne units to the sewer system. He was told the council was open to discussion but they had reservations about adding 200 EDU's. The discussion was tabled pending additional information.

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

Old Business – None.

New Business – None.

WATER

Manager's Report

- Mr. Lentz stated he had nothing to add to his written report.
- Mr. Seidel asked if all of the failed meters had been replaced. Mr. Lentz stated they had not, but he planned to continue replacing more this month.
- Mr. Lentz stated there was a noticeable drop in the flow at the wastewater plant after the water lateral was repaired at 523 Oakwood Drive.
- Mr. Seidel asked if there was any data yet comparing the new Master Meters to the prior Severn Trent meters. Mr. Lentz stated there was not sufficient information yet.

Engineer's Report

- Mr. Clark discussed the estimated engineering and construction cost for a new well, which was \$242,330. He explained this does not include the cost to drill for the well. The council was concerned about such a large expense because the Water Fund does not have this much money available. Mr. Clark reminded the council that this would be reimbursed by USTIF (Underground Storage Tank Indemnification Fund). In addition, not all of the money would be needed at one time. To date reimbursement for the additional water purchase and other costs have been submitted quarterly. The larger reimbursement amounts could be submitted immediately.
- He noted a security system would be required for the new well.
- The land for the proposed new well site is directly above Charles Lane. It is owned by Chet Downs and is located in Dover Township. The borough could lease the land but Mr. Clark stated Holley's office feels it is best for the borough to own the land.

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

Old Business – None.

New Business – None.

BOROUGH

Manager's Report

- Mr. Lentz reported a subdivision plan was submitted to subdivide land at the corner of Mayfield Street and Newlon Road. The Planning Commission would be meeting in March to review it.
- Mr. Lentz asked if he could purchase new t-shirts for the public works employees. There was money included in the budget for employee clothing provided by the borough. He suggested purchasing them in navy blue and safety green, with Dover Borough printed on the left side of the chest. He obtained a quote of \$7.97 per shirt from Susquehanna Apparel. He recommended 10 shirts for Duane and five for Chase. The council suggested Duane receive five and Chase receive three, since he is only part-time. The additional ones would be available to replace them as needed. Where he purchased them was at his discretion based on the price.
- He followed up on another question from last month about the repair of a telephone jack in the office. He explained he could not find the problem, so he contacted Snelbecker Electric to check it. They did not charge for the repair. He believed the minutes referred to the electrician asking why the repair could have been done in-house. Mr. Sabold stated the January minutes referred to him asking the question not the electrician. Mr. Lentz asked if the minutes should be revised to state Mr. Sabold asked the question. The council felt no change was needed.
- Mr. Seidel told Mr. Lentz he is doing a good job.

Engineer's Report – Nothing to report.

Solicitor's Report

- Mr. Herrold prepared resolutions for the fire company authorizing them to have two 500 Club dinners, which will include beer. Resolution 2013-01 was for the May 4 dinner. Resolution 2013-02 was for the September 28 dinner. Mr. Seidel made a motion to adopt Resolutions 2013-01 and 2013-02, which allow the fire company to apply for a Special Occasions Permit from the Liquor Control Board. Mr. Dentler seconded the motion. All were in favor.
- Mr. Herrold presented Ordinance 2013-01, which added recycling to the solid waste ordinance, for adoption. He had advertised it as required. Ms. Bishop offered the motion to adopt Ordinance 2013-01. Mr. Seidel seconded her motion and it carried with all in favor.
- Mr. Herrold followed up on his finding regarding filling vacancies for elected auditors. As requested, he had provided this information to Mrs. Shirey following the January meeting. She passed this on to the council. He was informed the vacancies were filled at a special meeting in January.

Police Report – Mayor Pope reported there were 10 less calls in December, and 159 calls for 2012. A new officer was hired.

Ambulance Club Report – There was no report.

Recreation Board Report

- The Easter Egg Hunt is scheduled for March 31 at 1 pm. There is no rain date.
- They have planned Two Sundaes in the Park again this year. The dates are June 16 and August 25 from 3 to 5 pm. Entertainment has not been chosen yet.
- Mayor Pope met with Representative Grove recently to discuss several issues. They discussed how the borough could participate in the Civil War anniversary observance planned for the area. The mayor asked if it would be possible to install temporary signs to mark historic places, such as the location of General Stuart's headquarters. Rep. Grove Penn DOT would require special permission.
- National Night Out is scheduled for August 6.
- New Hope Ministries requested permission to use the Ketterman Park sign to advertise their annual Walk for Life event on April 14. There were no objections.
- The mayor reported that Kim Eckert, 73 W. Canal Street, had expressed interest in joining the board. She had attended several meetings. If she continues to attend regularly he will request she be appointed to the Recreation Board. There are still two vacancies on the board.

Treasurer's Report – There were no additions or changes to the bill lists. Mr. Seidel made a motion to pay the bills, as presented. Mr. Kroft seconded his motion. The motion carried.

Mrs. Koch noted the legal ads are not being printed in both daily newspapers, although the newspaper had claimed they are printed in the York Daily Record and the York Dispatch.

Old Business

- Mr. Dentler asked about the status of repairs to the planter at the square. Dave McAfee offered to donate Dover stone. Mr. Lentz had also spoken to borough resident Steve Milhimes. If the stone is used the council was felt all of the planters should match. Mr. Lentz believed at least three of them needed repairs. He would check on the condition of all the planters and report back to the council.
- Mr. Sabold reminded Mr. Lentz that the council had requested Duane Grim should attend the council meeting when he will be absent.

New Business

- The York County Solid Waste Authority is hosting a recycling class on March 8. Ms. Bishop asked Mr. Lentz if he would like to attend. The council did not feel anyone needed to attend.
- Price quotes and information regarding the purchase of a new computer were reviewed. Money was budgeted to replace the borough manager's computer. It is seven years old and has begun to malfunction. The two quotes for a Dell Desktop computer were considered. The cost was considerably more than anticipated. The quote from Kasual Computing was \$1,525. The quote from WPS was \$1,230. Mr. Lentz had also requested Mrs. Shirey get a quote for a notebook computer. The quote for this was \$2,100. She felt this was cost prohibitive. Mr. Lentz stated he was considering a laptop was so he could carry it with him. The one at the plant has been malfunctioning for a while, so he could also use the laptop there. He was asked if this would be practical since the one he used in the office is also malfunctioning. Mrs. Shirey stated she was not aware the one at the plant was having problems. She suggested Kasual Computing should be contacted to evaluate it. She further explained the laptop at the plant has no back-up for the files. She recommended it should be networked with the server in the office once there is an internet connection at the plant, so the information on it is also protected. The members decided to table a decision until the March meeting.
- Mr. Kroft reported the York Adams Tax Bureau 2012 annual report was available if anyone wanted to review it. Act 32 appears to be working as planned. The income for last year was 167% more than budgeted. Mr. Seidel asked if the issue of the tax bureau paying rent for the building had been resolved. He noted money from participating municipalities had been used to purchase the building and the issue of the YATB paying rent for the use of the building had been debated. The council had not been informed of any decision. Mr. Kroft stated he would bring it up at the next meeting.
- The council discussed the purchase of a Sewer Fund CD and decided to invest \$100,000 in a 10 month CD at Peoples Bank with an interest rate of 0.5% APY. Mr. Seidel made a motion authorizing the above action. Mr. Kroft seconded the motion and it passed with all in favor.
- Representative Grove informed Mayor Pope that a new state law allows mayors to charge a fee to officiate at weddings. They cannot be paid more than \$150 per ceremony but he must inform the council of his intention to charge. The council had no objections.

With no additional business to discuss, a motion to adjourn was offered by Mr. Kroft. Mr. Dentler seconded the motion. All were in favor. The meeting adjourned at 9 pm.

Respectfully submitted,

Janet T. Shirey
Secretary/Treasurer