

## **MINUTES**

The regular monthly meeting of Dover Borough Council was held at Borough Hall, 46 Butter Road on Monday, September 9, 2013 at 7:00 pm. Mr. Kroft was absent. The remaining council members and mayor were present. Mr. Sabold called the meeting to order and a moment of silent prayer followed.

The August minutes were reviewed. There were no changes. Mr. Dentler made a motion to adopt the minutes, as presented. Mr. Hess seconded the motion and it passed.

## **PUBLIC COMMENT**

Chief Flohr gave the fire company report.

- They responded to 19 calls during August. Only four of those calls were in the borough.
- They had great weather and attendance for the annual carnival. Mr. Sabold noted it is well-organized and thanked the fire company for all their work.
- York County Control is implementing a new computer system for dispatching fire equipment. The new system will change to a narrow band width.
- The 'box' at County Control that determines what equipment is dispatched was also updated. The new system will dispatch the equipment closest to the incident. The changes are scheduled to take effect the last week of October. The dispatch changes required the council president to sign a form.
- There were no items to add to the September calendar, but two activities would occur before the next council meeting. October 5 there would be a car show and yard sale. October 6 the annual Halloween Parade will take place. Mr. Seidel offered a motion to approve the activities on the September calendar with the addition of the two dates in October. Mr. Hess seconded the motion. All were in favor.
- Dover Township contributed \$1,500 toward the expenses of the Halloween Parade.

Sam Herman, 56 Amberview Drive, stated he heard the council planned to adopt an ordinance eliminating parking on both sides of Butter Road by Ketterman Park. He is concerned this will cause people to park on Amberview Drive instead. If people park on both sides of the street, only one car can travel the street at a time. He was informed that a traffic study was requested in response to concerns from the police and residents. The council was also concerned someone could be injured. It was noted that cars traveling on Butter Road must cross the center line to pass the parked cars. Mr. Seidel stated if it becomes a problem, traffic study could be done to restrict parking on Amberview Drive. Mr. Sabold noted people need to utilize the parking lots in the park. Cathy Pope, 8 Mayfield Street, suggested the area between the parking lots could be paved, which would allow access to the lower parking lot directly. Mr. Sabold stated this was considered early in the development of the park, but there was concern it would become a shortcut from Canal Street to Butter Road and a raceway.

## **SEWER**

### *Manager's Report*

- Mr. Lentz reported Dover Township provided reports for televising the sewer main north of the borough. They inspected 18 laterals. They intend to address the lateral issues and perform point repairs in the main. Cleanouts are to be installed next year.
- Snelbecker Electric installed diodes for the PLC system at the plant to prevent power surges during thunderstorms.
- A DEP inspector did a Data Audit inspection for October 2012 to March 2013. There were no findings.
- Mr. Lentz reported the nitrogen and phosphorus levels are well under the maximum allowed for the year. The borough's limit for phosphorus is 974 pounds per year. The total for the year-to-date was 332 pounds. The limit for total nitrogen is 7,306 pounds per year. The total for the year-to-date was 2,871 in 2013. He suggested the council consider selling nutrient credits. Mr. Seidel asked how much money this could generate. It was believed there are a number of factors which affect the price. Mr. Lentz and Mr. Clark would do some investigation and provide more information at a later date.

- Ms. Bishop asked Mr. Lentz if he discussed the catwalk for the tank with the Schreiber rep who toured the plant recently. Mr. Lentz stated the gentleman was to send him some prints. Mr. Albright recommended having it made locally. The fabrication cost should be less locally.

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

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

*Old Business* – None.

*New Business* – None.

## **WATER**

### *Manager's Report*

- Mr. Lentz asked to purchase more regular water meters. Mrs. Shirey reported the purchase of 150 was budgeted for this year and only 80 had been purchased. Mr. Seidel made a motion to purchase 70 water meters, at a cost of about \$14,000. Ms. Bishop seconded the motion, with all in favor.
- Mr. Lentz was questioned about repairs to the door at the red brick building by the water tower. He reported the door had been kicked numerous times which jammed the latch. Klepper's installed a metal plate on the interior side of the door which would provide reinforcement and should prevent the problem from recurring.
- Dover Township, Shiloh Water and Dover Borough met in late July to discuss a joint Source Water Protection Program. The Water Committee and Mr. Sabold also attended. A representative from the York County Planning Commission (YCPC) also attended. Mr. Lentz explained this would relate to MS4 requirements and is part of the Regional Chesapeake Bay Pollution Reduction Plan. The borough has a waiver, but if this is revoked in the future the requirements and any costs could be shared as a group. An application would need to be completed to proceed. The representative from the YCPC would assist with this. Mr. Lentz asked if the council wanted to proceed with an application. Mrs. Koch asked if an intermunicipal agreement would be required. Mr. Herrold expected an intermunicipal agreement may be required eventually. A discussion of the proposed plan followed. The Water Committee felt it was worthwhile to proceed. Mr. Seidel made a motion to authorize the borough to complete the application for a Regional Chesapeake Bay Pollution Reduction Plan. Ms. Bishop gave the second. All were in favor. Mr. Lentz announced the next meeting was scheduled for October 17.
- Mr. Lentz reported Chief Flohr requested that the council budget for 23 quick-connect caps (Stortz fittings) for 2014. The quote Mr. Lentz obtained from HD Supply was \$164.29 per unit. This would be a total of \$3,778.67 for 23 units. The cost from Exeter Supply was \$200 each. This would be added to the items to discuss during the budget planning.
- Mr. Sabold asked if there was any update on the test well. There was nothing new to report.

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

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

*Old Business* – Ms. Bishop asked if Mr. Lentz had come up with any ideas to protect the hydrant at 4 South Main Street. He did not have a plan yet.

*New Business* – None.

## **BOROUGH**

### *Manager's Report*

- Mr. Lentz recommended rerouting the sump pump drainage line located in the basement of the borough office. Currently the exterior hose lies in the grass. It has to be moved each time the grass is

mowed and in the winter it could freeze. He discussed it with Mr. Clark who suggested pumping it out the back wall of the basement. A ditch would be excavated outside to run a perforated pipe underground for the water to dissipate. He estimated the cost at \$1,000. There were no objections.

- Mr. Lentz contacted Kinsley about doing the base repair on Edgeway Road and Fairview Avenue. They stated they bid the base repair cost based on the assumption they would be doing the paving at the same time. They feel it is not cost effective for them to 'mobilize' to only do the base repair. Mr. Lentz noted that originally the base repair area was estimated at 450 square yards, but Fairview Avenue and Edgeway Road have continued to deteriorate. He measured them again and it is now 1,364 square yards. Since the work was bid cooperatively with Dover Township, he contacted Dover Township's engineer, Terry Myers. Mr. Myers was going to contact Kinsley and check the wording of the contract documents. Mr. Clark noted a change order would need to be submitted to Penn DOT to expand the scope of the work. Mr. Lentz also suggested that if Kinsley is forced to perform the work that it would be worth the cost to have Mr. Clark inspect the work. Mr. Sabold questioned where things stood with Dover Area School District reimbursing the borough for the damage to the roads. Mr. Clark stated he spoke to the solicitor for the school district, Jeff Rehmeier, several months ago. Mr. Rehmeier told Mr. Clark he would be in contact with Mr. Herrold. Mr. Herrold had not heard from Mr. Rehmeier. The council discussed having Mr. Herrold contact Mr. Rehmeier to check on the status of negotiations between the school district and their contractor. No decision was made. Mr. Lentz would report on the results of discussions with Kinsley next month.
- A new state law regarding the reflectivity level of signs will require that stop signs intersecting with state roads will need to be replaced. Mr. Lentz requested that \$1,000 be reallocated from the Highway Aid Fund to help purchase new 30" stop signs this year. Mr. Clark reported the compliance deadline was cancelled. The issue was debated. Since the deadline was cancelled, it was decided the money would not be spent at this time and would be considered when budgeting for 2014.

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

*Solicitor's Report*

- Mr. Herrold presented Ordinance 2013-02 for adoption. This ordinance amended the existing no parking on Butter Road and expanded it to extend from Meadow Road to the western side of Amberview Road on both sides. Mr. Herrold questioned if this was a distance of 200 feet as stated in the ordinance. After some discussion he realized the description in the header of the ordinance was correct, but the description in the third paragraph was incorrect. He mistakenly used the description from the prior ordinance. That portion of the ordinance would need to be corrected; however, since it was advertised correctly the ordinance could be adopted. Mr. Seidel made a motion to adopt Ordinance 2013-02. There was no second. Additional discussion ensued during which it was noted that the ordinance stated "on both sides of Butter Road", but the north side of Butter Road is in Dover Township. Mr. Herrold stated he used the description in the traffic study for the ordinance. Due to this the ordinance would require several corrections. He recommended tabling adoption of the ordinance pending corrections and re-advertisement. Also, Mr. Lentz should request a corrected copy of the traffic study from the YCPC traffic engineer. It was suggested that Mr. Lentz should inform Dover Township of the traffic study and they could decide if they want to implement no parking on the north side of Butter Road in that area. Mr. Seidel offered a motion to table Ordinance 2013-02 for re-advertising. Ms. Bishop seconded the motion. It carried with all in favor.
- Mr. Herrold presented Ordinance 2013-03, which adopts the franchise agreement with Comcast for cable service in the borough. This would repeal the prior cable franchise agreement. The prior ordinance was not in the code book and Mr. Herrold recommended it should be added. He assigned it as Chapter 80. Mr. Seidel made a motion to adopt Ordinance 2013-03. Mr. Dentler seconded the motion and it carried. Mr. Herrold stated he would return a signed copy to Comcast for their signature.
- Mr. Herrold asked if Mrs. Shirey received notice of a sheriff's sale for a property owned by Lisa Mongelli-Bliss, at 117 Delwood Drive. She reported it was received that day. Mrs. Hartzler would follow up on it.

### *Police Report*

- Mayor Pope reported there were 23 more calls in July, and 33 more calls for the year-to-date compared to the same periods last year.
- The 2014 budget includes a 5.85% increase. The majority of this increase was for pension and health insurance expenses. The cost per unit would increase from \$36,138.82 to \$38,383.947, an increase of \$2,245.12. Negotiations with the police union were completed. They agreed on a four year contract, which covers 2014-2018. Officers will contribute more toward their health insurance and pension. The mayor asked how the council wanted him to vote on the budget. Mr. Seidel made a motion to authorize the mayor to vote in favor of the 2014 budget. The motion was seconded by Mr. Dentler. All were in favor.
- A resident who lives across from the high school informed the mayor that they see a Northern Regional officer at the school every day. It was noted the schools call the police for most discipline issues.
- The police are going to 12 hour shifts for a one year trial. At the end of the year it will be evaluated.

*Ambulance Club Report* – Mr. Hess discussed the issue of Wellspan/York Hospital eliminating medic units. The plan is to phase out the units by January of 2014. This would mean a paramedic would ride on the ambulances with an EMT. Dover Ambulance expected this would mean 4 or 5 paramedics would have to be hired, which would increase their payroll. Mr. Hess reported other counties have been doing this for years. Memorial Hospital has no plans to eliminate their medic units. Peggy Durnin planned to approach Dover Township for additional financial support. Membership may be eliminated because they are writing off a lot of money.

### *Recreation Board Report*

- Attendance at National Night Out was estimated at 1,800. This was a significant increase over last year.
- They began discussing plans for Dover Borough's 150<sup>th</sup> celebration. Mr. Sabold suggested they try to involve the schools. The mayor reported they had already done this and the schools were interested.
- They have done research to determine where the 1964 time capsule was buried. No one remembers it being buried. A ceremony was held, but it was not buried during the ceremony.

### *Treasurer's Report*

- There were no additions or changes to the bill lists. Mr. Dentler made a motion to pay the bills, as presented with a second by Mr. Hess. The motion carried.
- As required by Act 205, the Chief Administrative Officer of the employee pension plan must inform the governing body of the municipality of the estimated MMO for the upcoming year, before September 30 of each year. Mrs. Shirey informed the Council that the estimated employee pension minimum municipal obligation (MMO) for 2014 would be \$11,391.
- Fulton Bank contacted Mrs. Shirey regarding the 2004 sewer loan. The loan agreement set a fixed rate of 4.21% until 12/1/12, at which time it should have changed to 55% of the Fulton Bank Prime. Due to an error, the bank did not change the interest rate in December 2012. This allowed an overcharge of \$11,379.32 in interest to be posted to the loan. The error was caught at the beginning of September and was changed to the correct rate, which is now 2.2%. (The loan agreement stated the rate would be 55% of Fulton Bank Prime with a minimum rate of 2.2% or a maximum of 6.0%.) The bank needed a decision as to how the borough wanted the overpayment to be applied. They suggested two options. One, refund the overpayment. Or two, deduct the accrued interest from the next payment on the loan in December 2013. Mrs. Shirey asked if it could be applied to the principal of the loan and was told this was also an option. The council was in favor of this. Mr. Seidel made a motion to apply the balance of \$11,379 erroneously paid interest to the principal of the loan. Mr. Hess seconded and all were in favor.

### *Old Business*

- Ms. Bishop stated the town clock is not chiming correctly. Mr. Lentz reported Mr. Desrochers serviced the clock and told him there was rust on the slide rail. Several council members and the manager noted it is not correctly chiming again.

- Ms. Bishop asked if Mr. Lentz investigated if someone was living in the trailer at 201 Gross Avenue, discussed last month. Mr. Lentz stated he has checked it several times and he does not believe anyone is living in it.
- Mr. Seidel asked if there had been any more yard sales at 201 Gross Avenue. Mr. Lentz stated there were not. Mr. Seidel spoke to a coworker at the PA Department of Revenue and they were going to contact the property owners.
- Mr. Sabold asked if Mr. Lentz had investigated the addition to the shed at 201 Gross Avenue. Mr. Lentz reported he asked the property owner to apply for a building permit for the addition.
- Mr. Sabold reported there was a problem with very loud music at 201 Gross Avenue this past Saturday, from 8 to 10:30 a.m. It was noted there is an item in the Nuisance Ordinance relating to noise.

#### *New Business*

- A number of healthcare reforms take effect 1/1/14. Due to this many health insurance carriers are offering employers the opportunity to renew their employee health insurance plans before the end of this year. Two notable changes will take effect. First, underwriting will be eliminated. Rates will be based on age, sex and if you are a smoker. Second, you will no longer be locked in to a one year contract. Two decisions were needed. First, if the council wanted to accept the early renewal. Second, did they want to stay with the same plan? The information provided quotes to renew the existing plan and three alternate plans. Health America's deadline for acceptance of the early renewal was September 16. It was noted that the early renewal would cut the current year deductible short by one month. The employees would only have an 11 month deductible if the early renewal is accepted. Mr. Lentz stated Duane Grim's wife is pregnant. Mr. Grim had met his deductible for 2013 and was concerned about the deductible starting over close to the birth of the baby. She was due November 10. This was debated and it was decided the baby would be born in November, so this should not affect the decision to accept the December 1 renewal. Benefit Connections informed Mrs. Shirey that some employers are opting to go with a higher deductible because it can be a significant premium savings. They then pay a portion of the deductible so the employees do not pay more out of pocket. Several of the council members were opposed to contributing toward the deductible. Mrs. Koch noted the borough is already paying 90% of the premium. The cost of the current plan would be about \$49,000 for this year. There was debate about accepting the early renewal, the various plans and increasing the deductible amount. Mr. Sabold noted a final decision about increasing the employees deductible and the amount they contribute did not need to be made at this time. Choosing the Premier PPO 3000 1 x would cost less than \$45,000 and would be about \$4,000 less than this year. Mr. Seidel made a motion to accept the early renewal from Health America, and to choose the Premier PPO 3000 plan. Mr. Dentler made the second to the motion. Five were in favor. Mrs. Koch was opposed.
- The teacher advisors for Dover High School Student Council submitted a letter requesting permission to have their annual Homecoming Parade on October 4. Mr. Dentler made a motion to authorize the Homecoming Parade on October 4, as long as they have the necessary approvals. Ms. Bishop seconded his motion. It carried with all in favor.
- The 2012 PIRMA Annual Report was available if anyone wanted to read it.
- The York County Boroughs Association was having a quarterly dinner on September 26 at the Dover Fire Company. Anyone interested in reservations should contact Mrs. Shirey by September 17.
- Budget meeting dates were set for October 22 and 23 at 7 pm.

With no further business to discuss, Mr. Hess made a motion to adjourn the meeting. This was seconded by Mr. Dentler. All were in favor. The meeting adjourned at 9:40 pm.

Respectfully submitted,

Janet T. Shirey  
Secretary/Treasurer