

MINUTES

The regular monthly meeting of Dover Borough Council was held at Borough Hall, 46 Butter Road on Monday, December 2, 2013 at 7:00 pm. Mr. Dentler and Mr. Seidel were absent. Mr. Hess arrived at 7:30 pm. The remaining members were present. Mr. Lipinski was present from the engineer's office in place of Mr. Clark. Mr. Lineberry was present in Mr. Herrold's place as solicitor.

The November minutes were reviewed. Mr. Kroft made a motion to approve the minutes, as presented. Ms. Bishop seconded the motion. All were in favor.

PUBLIC COMMENT

Chief Flohr provided the fire company report.

- They responded to 23 calls in November. Only four of those calls were in the borough.
- Their assistance with the Tree Lighting ceremony went well. They delivered Santa Claus and provided additional lighting with the ladder truck.
- Two firefighters received their Firefighter # 1 certifications. About 50% of the active firefighters are certified now.
- Elections were held for 2014 officers. There are no changes in the line officers. If there are any changes in the lieutenants he will notify the borough.
- There were two additions for the calendar - Santa will ride through the borough on a fire truck on Christmas morning. Bingo on December 23. Ms. Bishop made a motion to approve the activities on the December fire company calendar. Mr. Kroft offered the second. All were in favor.

Northern York County Regional Police (NYCRP) Chief Bentzel made a presentation informing the council of a grant opportunity which would cover the cost to provide a School Resource Officer (SRO) for Dover Area School District (DASD) for two years. The window to apply for the grant was very short. It would be awarded in mid-December and the grant would start January 1, 2014. The grant will cover only 75% (3 units or 30 hours) of the officer's salary because he would not work for the school district during school vacations. Northern Regional does not hire part-time officers, so 10 hours or one unit of the officer's salary will need to be purchased by a municipality. The recognized formula to calculate the amount of police coverage a municipality should have shows the borough was only at 77.4% of the recommended police staffing. North York Borough is the only other municipality they service that is this understaffed. The other municipalities they serve are in the 90th percentile. Due to the accelerated time table of the grant, an unexpected opportunity opened for at least one municipality to purchase additional police time. Since the DASD has two schools located in Dover Borough, Chief Bentzel was offering the opportunity to Dover Borough first. He asked if the borough council would consider purchasing the additional unit, or 10 hours, of police time per week at a cost of \$38,383.95. This would increase the amount of police staffing to 93.7% of the recommended amount. The council felt they should consider it, but there was not enough money in the budget to cover this expense. Mr. Sabold asked if the chief was aware of any other municipalities, currently served by NYCRP, who might wish to purchase some additional time. Chief Bentzel reported that he made the police commissioners aware of the opportunity at the last meeting and no one else expressed any interest. Mrs. Shirey noted that during the month of January, following a municipal election year, the budget can be reopened and changes can be made to the budget. The chief stated Spring Grove Area School District has had an SRO for six years. Northern Regional and the Spring Grove Area School District felt it has been very successful. The SRO has had a positive influence in the school and provides more than just security. For example - Disciplinary issues are handled on site rather than a patrol officer being summoned. The officer can teach or contribute in different classes. In the six years an SRO has been in the Spring Grove Area School District, more of their high school students have attended the police academy and become police officers than any other school district. He attributes this to the officer building relationships and trust with the students. The council would discuss this further later in the meeting. The chief was thanked for his time.

(Additional discussion regarding this issue is included under the Borough heading in New Business.)

Chief Bentzel then asked if the council or anyone in the audience had any questions or concerns.

- Lori Koch stated there had been complaints about Route 74 being closed at Palomino Road for the Tree Lighting Ceremony. The chief was aware of this and noted there had also been a problem with people stating they lived within the area between the road closing and the square. Due to this the officers are hesitant to allow people to go through the barricades. One person drove to the square despite cones blocking the road and people standing in the road. He discussed this issue with the Fire Police captain and the road closings may be changed next year.
- Shirley Crone, 18 West Canal Street, stated she is very concerned about tractor trailers and dump trucks traveling too fast in the area between the square and the high school on West Canal Street. The sidewalk is narrow on her side of the street and she is concerned about students walking to or from school being hit by a truck. Chief Bentzel stated the easiest solution would be to eliminate parking on West Canal Street in this narrow, one block area. This would be drastic and no one wants to do this because some homes in this block have little or no off street parking. There is not an easy solution.

Mr. Sabold thanked Chief Bentzel for the service provided by his department.

The mayor thanked Northern Regional for their assistance with the Tree Lighting ceremony.

SEWER

Manager's Report

- Mr. Lentz reported he contacted Schreiber again, but still had not received a return call about a drawing for the catwalk.
- Mr. Lentz presented the results of the sludge hauling bid opening from this morning.

SLUDGE HAULING BID RESULTS:

Dale Miller & Sons - \$214.50 per load Kline Services - \$247.50 per load

Mr. Lentz reported Millers have done a good job for the past two years and there had been no problems. Mr. Kroft offered a motion to award the sludge hauling contract to Dale Miller & Sons at a cost of \$214.50 per load. Mr. Hess seconded the motion. All were in favor.

Engineer's Report – Mr. Lipinski stated Mr. Clark was reviewing the data from the flow meters but was not finished yet. He should have a report next month.

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

Old Business

- Ms. Bishop asked Mr. Lentz if he followed up on the illegal sump pump connection reported by the fire chief last month. Mr. Lentz had not yet done so, but would follow up on this.
- Mr. Kroft asked if there was any additional contact from the PA DEP regarding the spill into the creek. Mr. Lentz stated there was not.

New Business – None.

WATER

Manager's Report

- Mr. Lentz contacted Penn DOT regarding installing a bollard in front of the fire hydrant at 4 South Main Street. Penn DOT will not allow it because it is in their right-of-way. They suggested the hydrant could be moved back farther from the street.
- Mr. Lentz requested a meeting of the Water Committee to discuss installation of the water meters.

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

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

Old Business – None.

New Business – None.

BOROUGH

Manager's Report

- The base repair was completed on Edgeway Road and Fairview Avenue.
- Mr. Kroft asked about the condition of the trees and wreaths, since they were recently installed for the holidays. Mr. Lentz felt the stars on top of the trees should be replaced. There are also problems with several candles in the wreaths.
- Mr. Lentz reported Mr. Herrold sent a letter to Robert Swords, 75 South Main Street, stating he needed to demolish the dilapidated garage at the rear of his property. Mr. Swords spoke to Mr. Lentz stating he wants to reinforce the garage rather than removing it. Mr. Lentz told him a building permit would be required. Mrs. Koch asked if the adjoining property owners are informed when a neighbor demolishes or is granted a building permit to repair or replace a structure. Mr. Lineberry stated he would have to review the borough's code, but this is not a normal policy. Mr. Lentz stated he would inform the Koch's if a permit is issued. It was suggested that the Koch's take pictures of the area on their side of the property line before Mr. Swords starts any work.

Engineer's Report

- Mr. Lipinski provided an update on the status of the Stormwater Ordinance. Lancaster County has not reported any results from their appeal. He noted the federal EPA is controlling what the PA DEP does. The York County Planning Commission is proposing a countywide Chesapeake Bay Pollution Reduction Plan. Doing this would allow the county and municipalities to share the total cost. In addition, any project done by a municipality would give credit to everyone in the countywide plan. Unfortunately, there is no projected cost yet. A suggestion to help municipalities cover the cost is to implement a Stormwater Tax or Stormwater Improvement Fee. The borough received an MS4 permit waiver, but this could be revoked at any time. If so, the borough would have to pay all the stormwater costs themselves. The borough will need to make a decision to 'opt in' or 'opt out' of the countywide plan. The deadline is March 2014.

Solicitor's Report – Mr. Lineberry presented the ordinance to re-establish and levy taxes for 2014. There were no changes to any taxes. Ms. Bishop made a motion to adopt Ordinance 2013-04, which establishes the tax rates for 2014. Mr. Kroft seconded the motion. The motion carried.

Police Report

- Mayor Pope reported there were 9 less calls in October, and 13 less calls for the year-to-date compared to the same period last year.
- Three NYCRP officers were in the PA Top Gun awards for DUI arrests again.
- Beginning January 8, 2014, officers will begin working 12-hour shifts for a one year trial.

Ambulance Club Report – Peggy Durnin provided a written report since Mr. Hess was unsure of his ability to attend this meeting. Mr. Hess had no additions to the written report.

Recreation Board Report

- The Tree Lighting Ceremony went well. The mayor thanked the fire company, police and Mr. Lentz for their assistance with the event.
- The term of one board member would expire in 2013. The mayor requested the council re-appoint Bob Dentler. Ms. Bishop made a motion to re-appoint Bob Dentler to the Rec Board for a five-year term. Mr. Hess seconded the motion and it carried with all in favor.
- The board is continuing plans for the 250th anniversary. This was questioned because the celebration in 1964 was the 100th anniversary. The mayor stated a historian attended their last meeting and stated

the borough was founded in 1764 and so would be celebrating the 250th anniversary. There was debate if the founding date or date of incorporation should be used. The consensus of the council was that the date of incorporation should be used, so the borough would be celebrating the 150th anniversary in 2014. Mrs. Shirey was instructed to check with Mr. Herrold and the PSAB to see if there is an official way this is calculated.

- The mayor asked if the Rec Board could do a fundraising activity to help raise money for the anniversary. They also wanted a separate bank account opened for any money collected for the celebration. The council had no problems with the board having a fundraiser, but felt that issue and having a separate bank account should be clarified with Mr. Herrold and the PSAB to be certain there was no problem with this.

Treasurer's Report – There were no changes to the bill lists. Mr. Kroft made a motion, with a second by Ms. Bishop, to pay the bills. All were in favor.

Old Business

- The purchase of a new computer was approved last month. After the meeting, Mrs. Shirey realized she neglected to include the cost for installation of the computer and Office 2010 software, which increased the price by \$389. Due to this she did not order the computer. She verified the companies would honor the quotes until this meeting. She also clarified that all but one of the quotes was for an 8 GB hard drive. A motion to withdraw the previous motion to approve the purchase of the computer was made by Mr. Kroft, with a second by Ms. Bishop. The motion passed. Mr. Kroft reviewed the specifications and stated that the computer quote offered by Affordable Computers included a 500 GB hard drive. The quote from WPS only included a 250 GB hard drive. A discussion ensued regarding whether or not the smaller hard drive would be adequate. After a lengthy discussion, a decision was tabled until the next meeting. Mrs. Shirey would verify the quotes would be valid until the next meeting.
- Mr. Sabold asked if there were any questions regarding the 2014 budgets. They had been advertised for approval, as required. Mr. Kroft made a motion to approve the 2014 budgets, as advertised. Ms. Bishop seconded. The motion carried.

New Business

- Further discussion of purchasing additional police time was debated. The council felt this was a wise idea since the borough was understaffed, based on the recommended calculation; however, there was concern about adding an additional \$38,000 to the budget. The mayor suggested the borough should purchase no less than half of the available unit. Mrs. Shirey was instructed to check with Mr. Herrold to clarify the procedure for reopening the budget, should they decide to purchase additional police time. The mayor was authorized to tell the chief that the borough was considering purchasing additional time, but they were concerned about the additional expense. They reiterated he should check with the other municipalities to see if they would consider purchasing part of the unit. A decision was tabled until the January meeting when the budget can be reopened, if necessary.
- Ms. Bishop asked if there was any plan to replace the sign that was removed from the exterior door. Nothing was planned at this time.
- Ms. Bishop asked Mr. Lentz when the signs would be posted for the new no parking restrictions on Butter Road. He stated some additional ones had to be purchased.
- The Animal Control contract expires at the end of the month. Mike Ellis and Mary Harris submitted proposals. It was noted that the York County SPCA endorses Mike Ellis Animal Control. Ms. Bishop made a motion to approve the Animal Control Contract with Mike Ellis Animal Control, with an annual retainer of \$250, a cost \$0.65 per mile, an hourly rate of \$18 per hour and a holiday rate of \$27 per hour. Mr. Kroft seconded the motion and it carried.
- A General Fund CD had matured and a Sewer Fund CD would mature on 12/6 at Peoples Bank. Mrs. Shirey provided a list of CD rates for the council to consider. The best rate was at Susquehanna Bank at 1.01% for 15 months. They would require that a checking account be opened to get this rate. Mrs. Shirey verified an account could be opened with \$100 to satisfy this requirement. Mr. Kroft made a

motion to reinvest the \$175,000 borough CD, and the sewer CD for \$100,000 at Susquehanna Bank for a period of 15 months, at a rate of 1.01%. Mrs. Koch seconded the motion. All were in favor.

- Ms. Bishop asked Mr. Lentz to investigate the house on South Main Street that had a tarp on the roof. It had broken loose, torn and a large section was blowing around in the wind. Mr. Lentz stated the house is in foreclosure. He contacted the bank who is responsible for it. They stated they would send their maintenance crew to check on it.
- Ms. Bishop noted trash was blowing across Ketterman Park and getting caught in the fence bordering the basketball court. Mr. Lentz stated he would have the public works guys remove the trash.
- Mr. Sabold asked the members of the council and the mayor if they would like to receive the PSAB magazine - *Borough News*. Mrs. Shirey would also check with the new councilman, Tom Slusser, and the two councilmen absent this evening.
- A thank you note was received from Duane Grim and his family for the fruit arrangement sent from the council congratulating them on the birth of their baby.
- Ms. Bishop asked Mrs. Shirey to add additional information about electronics recycling to the borough's website.
- Mr. Sabold noted this was Mr. Hess's last meeting as a councilman. On behalf of the entire council, he thanked him for his service.

Everyone was wished a happy holiday season.

With no further business to discuss a motion to adjourn was offered by Mr. Kroft, with a second by Mr. Hess. All were in favor. The meeting adjourned at 9:35 pm.

Respectfully submitted,

Janet T. Shirey
Secretary/Treasurer