

MINUTES

The regular monthly meeting of Dover Borough Council was held at Borough Hall, 46 Butter Road on Monday, March 2, 2015 at 7:00 pm. All members were present. President Sabold called the meeting to order. A moment of silent prayer followed.

The February minutes were reviewed. Mr. Seidel made a motion to approve the February 2015 minutes. Mr. Kroft seconded the motion. All were in favor.

PUBLIC COMMENT

Mr. Shane DiGiovanni was present to introduce himself as the new president of Dover Fire Company. They are considering replacement of their aging apparatus. The fire company is in preliminary discussion with York Area United Fire and Rescue for a potential merger at no cost to the department or municipality. This regionalization provides buying power to the participating departments which saves them money. The fire company could potentially be covered under the YAUFRR Worker's Compensation policy which would provide savings for the borough as well. Mr. DiGiovanni stated the fire company is always in need of volunteers for their public suppers and other activities.

Mr. DiGiovanni introduced Mr. Douglas Ferry to be considered for the position of Dover Borough Emergency Management Coordinator. Mr. Ferry has been with the fire company for about 5 years and is a great asset to the department. Mr. Ferry participated with Dover Township's fire department when he was younger and joined Union Fire & Hose since he lives in the borough now. He has completed numerous classes and training through the fire company and has many contacts within the construction business. If appointed, he would work toward building communication within the borough and with the county. It was stated that council is considering a social media policy and no action should be taken to set up a borough social media site until the policy is in place. Mr. Seidel made a motion to appoint Mr. Douglas Ferry as Dover Borough Emergency Management Coordinator. Mr. Slusser seconded and the motion carried unanimously. Mr. Ferry was asked to attend a council meeting at least once per quarter to update council and to communicate needs for emergency management. President Sabold would like to have a meeting soon with Mr. Ferry, fire company leaders, and members of council to be held at the fire company as a means of understanding procedures and responsibilities and establishing good communication. Mr. Ferry should make council aware of any training they should attend.

Assistant Chief Dettinger provided the fire company report.

- They responded to 21 calls in February. Four of those calls were in the borough.
- The March calendar was reviewed. The Easter Flower Sale will be held on April 3rd & 4th before the next borough meeting. Mr. Seidel made the motion to approve the activities on the March calendar with the addition. Mr. Slusser seconded the motion and it carried unanimously.
- Mr. Dettinger mentioned there are two radios with chargers and extra batteries that belong to Dover Borough EMA which are not at the fire company. Mr. Sabold will call Mr. Behr about this equipment. The Emergency Management Plan at the fire company was prepared by Cindy Dietz when she was EMC. Mr. Ferry was asked to contact Mr. James at York County EM to verify if an updated plan is due.

Ms. Alexandra DiGiovanni was present and expressed interest in becoming a Junior Council Person. She is in 9th Grade, lives in the borough and would like to be more involved in her community. Mr. Seidel made a motion to accept Alexandra DiGiovanni as Junior Councilperson. Mr. Dentler seconded the motion and all were in favor. She will be given a seat and a name plate.

SEWER

Manager's Report

- On the last bullet point, "Miller's hauled 4 loads..."; this should be changed to "7 loads".
- The weather has been too dry to provide useful data from the manhole flow meters, which have experienced battery failures and other problems. Mr. Lentz and Mr. Clark would like to proceed with televising the entire Delwood subdivision which has over 7400 feet of sewer main. Shrewsbury Borough will flush and televise the lines for \$1,110/day. Dover Township runs \$1,720/day and Utility Services Group charges \$2,981/day. The work should take 3 days for a total of \$3,330 if we use Shrewsbury Borough. There is no additional charge for mileage, but their time starts when they leave the shop. Mr. Clark expressed concern about DEP deadlines coming up and indicated a note was made on the Chapter 94 report about dry weather and issues with the flow meters. Shrewsbury is able to do the televising in March if we have wet weather. Mr. Slusser made a motion to utilize Shrewsbury Borough to televise the Delwood Manor development, not to exceed 4 working days, at a cost of \$1,110/day. Mr. Seidel seconded and a question was raised about the date it was last televised. Mr. Clark thinks around 2006 or 2007 and the tapes are still available. The motion passed unanimously.
- The hoist frame for the return screws will be delivered tomorrow. There are two proposals for the installation – Conewago Enterprises for \$2,101 and Johnston Construction for \$2,424.28. Mr. Kroft made a motion to use Conewago Enterprises at a price of \$2,101 to install the support frame for the return screws at the WWTP. Mr. Seidel seconded and all were in favor.
- Schreiber Tank #1 was hydraulically overloaded. The slide gate was damaged and deteriorating. There are 4 proposals to install a concrete wall: Johnston Construction for \$4,245; Conewago Enterprises for \$3,511; H & H General Excavating for \$3,475; and Dave MacAfee for \$1,777. Mr. Seidel made a motion to hire Dave MacAfee to pour the concrete wall in Tank #1 at a cost of \$1,777. Mr. Slusser seconded and the motion passed unanimously.

Engineer's Report – The weather has been too dry for collection of data from the manhole flow meters.

Solicitor's Report – Nothing to report.

Old Business & New Business - None

WATER

Manager's Report

- Pennsylvania Rural Water Association sent a brochure outlining a service for locating water valves and wells using GIS to plot them on a map. Mr. Lentz will research more information on this.
- Mr. Lentz was asked to check Drawbaugh Alley behind Mr. Seidel's home on S. Main St. for a sunken gully running down the alley. There is concern about a possible leak.

Engineer's Report & Solicitor's Report – Nothing to report.

Old Business – Mr. Seidel presented a suggested policy from the Water Committee which outlines a uniform repayment plan for all delinquent accounts. The proposed plan would require a monthly payment of 110% of the balance on the account, due on the 15th of each month. It would apply to water, sewer and trash billing. There is a need for consistency in payment arrangements, due dates, shut-off procedures and a need to reduce delinquent balances. A lengthy discussion followed regarding different aspects of the policy. The issue was tabled for Mr. Seidel to revise the proposed policy.

New Business - None

BOROUGH

Manager's Report

- There is enough salt on hand for about 2 more salt and cinder events.
- Mr. Dale Forry contacted Mr. Lentz to see if the borough had interest in purchasing his land adjacent to Ketterman Park before he lists it with a realtor. There are 1.91 acres there which he would sell for \$125,000 or on a 5-yr sales agreement. All members agreed the borough has no interest in the purchase.

Engineer's Report – The CDBG sidewalk project bids came in at \$165,000 which was higher than expected. Mr. Clark spoke to the York County Planning Commission about requesting additional funds above the approved \$100,000. This can be done, but the county would like to know if the borough can contribute to the project. Also, they want the borough to seek monies from businesses. There was discussion about assessing properties for the repairs or reducing the scope of work to stay within budget. Mr. Clark presented a revised scope of work to stop short of Dover Garage on the west side which would reduce the overall cost of the project to \$147,000. There is time to table the issue until the April meeting pending a request for additional funding and to research the procedure for assessing a portion of the cost to homeowners. Mr. Clark advised the contractor of his recommendation and he is available to do the work in May before the Memorial Day deadline. Mr. Seidel made a motion to table the CDBG sidewalk project until the April meeting providing time to request additional funding and research the required procedure for assessing properties for a portion of the cost if necessary. Mr. Dentler seconded the motion and all were in favor.

Solicitor's Report

- Mr. Herrold has not received official notification yet, but was informed that one township is backing out of the Intermunicipal Agreement for the Chesapeake Bay Pollutant Reduction Program. DEP will likely be requiring the remaining municipalities to adopt a new ordinance and sign a new agreement.
- An appeal was filed with the Office of Open Records by a resident and it was dismissed.

There was discussion of the need for a social media policy. It was stated that the current generation typically gets all of their news from social media sites.

Mr. Herrold and Mr. Clark left the meeting.

Police Report – Mr. Dentler attended the most recent police commissioners meeting in Mayor Pope's place. Mayor Pope reported there were 99 calls in January, and 29 more calls for the year-to-date compared to the same period last year. The NYCRP Annual Report is available in the borough office.

Ambulance Club Report – There were 6 calls in Dover Borough and 141 calls total. White Rose Ambulance is pushing for regionalization of ambulance services. There was a question if the borough would still provide its annual contribution to the ambulance club if it was part of a larger organization. Council cannot address that question at this time. It was mentioned that Dover Ambulance Club would lose its portion of the fire company building should they merge with other organizations. Regionalization has been successful in other parts of the county. The Dover Ambulance Club is financially sound at this time.

Recreation Board Report – No meeting was held in February due to the weather. The Easter Egg Hunt is scheduled for Saturday, April 4, 2015.

Treasurer's Report – Mr. Seidel made a motion to approve the Treasurer's Report as presented. Mr. Slusser seconded and all were in favor.

Old Business & New Business – None

Mr. Lentz mentioned an item that was missed under Sewer. Sigma Controls will rebuild the broken transducer for a maximum of \$375 which would provide a back-up for the new one at the plant and possibly for the Delwood lift station. All members agreed this should be done.

With no further business to discuss, Mr. Dentler made a motion to adjourn with a second by Mr. Slusser. All were in favor. The meeting adjourned at 9:01 pm.

Respectfully submitted,

Rebecca J. Hartzler
Secretary/Treasurer