

## **MINUTES**

The regular monthly meeting of Dover Borough Council was held at Borough Hall, 46 Butter Road on Monday, June 1, 2015 at 7:00 pm. Mr. Kroft was absent. All other members were present. President Sabold called the meeting to order. A moment of silent prayer followed.

The May 2015 minutes were reviewed. Mr. Seidel made a motion to approve the May 2015 minutes, as presented. Mr. Slusser seconded the motion. All were in favor.

## **PUBLIC COMMENT**

Chief Flohr provided the fire company report.

- They responded to 15 calls in May. Five of those calls were in the borough.
- The June calendar was reviewed. Mr. Seidel made the motion to approve the activities on the June calendar. Mr. Slusser seconded the motion and it carried.
- Mrs. Elaine Kroft stated the fire company is in need of a new permanent sign in front of the fire station. The current sign is deteriorating and does not hold the letters well. The fire company is aware of a used electronic sign which could be purchased for \$8,000. Mrs. Kroft asked if council would donate funds toward the sign which could also be used to advertise recreation board events and other announcements for Dover Borough such as snow emergencies and street-sweeping. Mr. Slusser asked if the borough's annual contribution to the fire company had been made for 2015 and Ms. Hartzler responded that it had. Mrs. Koch asked how long the quoted price was valid which Mrs. Kroft did not know. Mr. Seidel asked if the fire company intended to purchase the sign regardless of donations and Mrs. Kroft stated they may eventually. The time frame of the purchase would be sooner with a donation of funds. Mr. Milhimes, of 12 E. Canal St., does masonry work and will donate his time to construct the support structure for the sign. Mrs. Kroft is aware there are size restrictions for signs in the borough and the fire company would work with Mr. Lentz to conform to code. Mr. Lentz stated the electronic message cannot change in less than 30 seconds which is usually an adjustable feature. Mr. Slusser suggested funds may be used from the Wallace Fund, but this is not possible because the account balance is currently \$17.90 and the Wallace Trust income is budgeted entirely to cover bi-annual town clock maintenance. Council is not prepared to make an immediate decision, but will consider the request.
- President Sabold thanked the fire company for meeting recently with members of council at the fire station. The members who attended felt it was helpful and informative.

## **SEWER**

### *Manager's Report*

- Miller's had no problems with the loads of sludge they hauled in May. Mr. Lentz will continue to use Miller's as much as possible, since Kline's fees are more expensive. Mr. Lentz is investigating the possibility of adding a blower to the tank to aerate the thicker solids at the bottom.
- There have been no further signs of anyone entering the WWTP property.
- Mr. Lentz is hoping to do smoke-testing in the Delwood subdivision since the weather has been too dry to finish televising.
- The draft NPDES permit was received from DEP and the engineer is reviewing it. Mr. Lentz noted they are requiring Nitrate/Nitrite TKN testing be conducted twice/week which is a change from once per week and doubles the annual cost for the test. Mr. Lentz is not sure of the price per testing.

*Engineer's Report* – Mr. Clark viewed tapes from televising in Delwood which show the need for some repairs, but nothing major. DEP granted an extension on the COA. Mr. Clark believes we are dependent on smoke-testing and data from flow meters during thunderstorms to locate major problem areas since the groundwater level is so low. Mr. Seidel asked Mr. Lentz if the flow meters had been checked out and are working. Mr. Lentz had not scheduled a consultation with Control Systems 21. He believes the data reflects trends.

*Solicitor's Report* – Nothing to report.

*Old Business* – Ms. Bishop asked if there is an update on the proposed catwalk installation and there is not.

*New Business* - None

## **WATER**

### *Manager's Report*

- Mr. Lentz purchased the supplies for the repair of valve #45 on Newlon Rd. and H & H Excavating is scheduled to do the work. Mr. Lentz indicated the three valves repaired on Newlon Rd. had not been holding for years and were continually filled with water. Upon completion of that valve repair, Mr. Lentz would like to address the blow-off valve on S. Main St. which is frozen shut and could not be exercised this year. It is located in the middle of the north bound lane in front of 121 S. Main St.
- A triaxle load of 2A stones was received for the current repairs.

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

### *Old Business*

- Mr. Lentz spoke to Mr. Good, a teacher at DAHS, about GIS mapping of the borough's valves. He indicated it would be a good project for his students this coming year.
- Mr. Seidel asked the status of the Well #4 replacement. Mr. Lentz met with York Habitat for Humanity and they are working on approval for drilling on their land north of the borough. The location is in a wetland area and zoned Industrial. YHFH plans to build on the portion of the property located in Dover Borough with frontage on N. Main St.

*New Business* - None

## **BOROUGH**

### *Manager's Report*

- Mayor Pope commented on the greatly improved appearance of the streets after sweeping was completed.
- Mr. Dentler asked if the borough was charged by Dover Township for the clean-up of the storm drain inlet behind Calvary Lutheran Church where contractors working at the church had disposed of construction material. Dover Township did not charge for the work which involved suctioning out the material and power-washing the drain. A DEP representative returned to the site the following day and was satisfied with the clean-up.
- Mr. Slusser asked why the borough paid to have grass mowed at 61 W. Canal St. Mr. Lentz explained the property is in foreclosure and has been abandoned. When no one takes responsibility for mowing at abandoned properties, the borough arranges for mowing and a municipal lien for the fee is filed against the property and collected when the property is sold.

*Engineer's Report* – Mr. Clark reviewed a problem with the bidding dates for the Fairview, Gross, & Edgeway paving project which was awarded at last month's meeting on May 4<sup>th</sup>. The newspaper ran the invitation to bid advertisement only once on May 12<sup>th</sup> which was after the bids were opened and awarded rendering them invalid. Mr. Clark contacted the low bidders for the installation portion of the project to reach a viable resolution. The low bid, provided by York Excavating Co., is under the state's municipal bid procurement threshold of \$19,400, above which the advertising requirement would be mandatory. Mr. Clark proposes no action by council is necessary regarding the installation contract. This has been verified with PennDOT for Liquid Fuels and also with Mr. Herrold. The contract for materials, which was awarded to York Materials Group at \$63,356, is over the \$19,400 limit. Mr. Clark spoke with Municipal Services and was advised to pursue purchase of materials through COSTARS which does not require the bidding process. Upon investigation, their price is \$2.20 lower per ton than the contract price which will save about \$1,960 overall. Mr. Herrold advised council to rescind the approval of the contract from the May 4<sup>th</sup> meeting and then move to approve purchase of project materials through COSTARS. Mr. Seidel made a

motion to rescind the award of contract to York Materials Group, at the May 4, 2015 meeting, for purchase of materials to pave Fairview Ave., Gross Ave., and Edgeway Rd. Ms. Bishop seconded and the motion carried unanimously. Mr. Clark stated the COSTARS price runs month-to-month and the June price is \$65.20/ton. There may be a change in that price by the time the materials are purchased, but historically it goes down in the summer months. Mr. Clark believes the difference would not be significant. Mr. Seidel made a motion to approve acquisition of materials for the Fairview Ave., Gross Ave., and Edgeway Rd. paving project from COSTARS at the "then current" price. Mr. Dentler seconded the motion and all were in favor. York Materials Group participates with COSTARS and will be providing the materials. York Excavating Co. intends to do the work in July and Mr. Clark advised them to coordinate their schedule with Mr. Lentz and the school district.

Mr. Clark reviewed the price of \$74,886.42, agreed by the contractor, for the CDBG sidewalk project work completed on the east side of N. Main St. and it is considerably lower than the estimated cost. Money was saved by reducing widths, limiting street restoration, and leaving green spaces between houses and sidewalks where homeowners requested. The contractor is beginning the west side work this week beginning at the square and moving north. Mr. Clark is projecting the cost at \$51,981 for the west side up to Herrold Alley, including handicap ramps on both sides of Herrold Alley. The sidewalk is in poor condition at the intersection of Mayfield St. and Mr. Clark suggested council might consider installing ADA-approved ramps at Mayfield St. using Liquid Fuels monies. Using excess grant funds for spot repairs further north on the west side above Mayfield St. was discussed, but the county would have to approve an expanded scope-of-work. There is one patch of repair work resulting from sewer rehabilitation in front of Calvary Lutheran Church that will be paid from the sewer fund. Mr. Lentz stated there is an additional ADA ramp above Mayfield St. across from Butter Rd. included in the project. President Sabold stated a decision on the extent of work would be required this evening because the contractor is already beginning work on the west side of the street. Mr. Slusser made a motion to approve installation of ADA ramps on either side of Mayfield St. to be paid from grant monies first or Liquid Fuels funds if needed. Mr. Dentler seconded. Under the question, Mr. Seidel asked if grant monies were exhausted first to pay for additional ADA ramps, could any additional sidewalk repairs be funded from Liquid Fuels. Mr. Clark confirmed this was not a permitted use. Mrs. Koch questioned the location of the additional ADA ramps since previous estimates included 7 ramps. There was a discussion regarding the count and location of ramps and Mr. Clark and Mr. Lentz reviewed the project plans. The May meeting minutes were consulted which read, "*There are 7 ADA ramps included in the project which Mr. Clark advised are a permitted use of Liquid Fuels monies. At an estimated cost of \$2,500 each, paying for 2 ramps from the Highway Aid Fund would bring the project total in line with the available funding.*" It was determined the 2 ramps at Mayfield St. were approved to be funded from Liquid Fuels at last month's meeting. The only ADA ramp in question would be on the west side of N. Main St., across from Butter Rd. at the crosswalk, making a total of 8 ADA ramps for the project. Mr. Dentler rescinded his second of Mr. Slusser's motion approving 2 ADA ramps at Mayfield St. and Mr. Slusser rescinded his motion. Mr. Slusser made a motion to approve 1 additional ADA ramp, across from Butter Rd. at the crosswalk to be paid from Liquid Fuels monies. Mr. Seidel seconded the motion and all were in favor. This would make a total of 3 ramps to be paid from Liquid Fuels. Mr. Slusser made a motion to use any remaining block grant funds to replace sidewalks, in kind, north of Mayfield St., on the west side of N. Main St., upon York County approval and at Mr. Lentz's direction. Mr. Dentler seconded and the motion carried unanimously.

*Solicitor's Report* – Mr. Herrold reported a lien was satisfied for outstanding water, sewer and trash charges. Also, Mr. Herrold advised Ms. Hartzler on a payment arrangement with a resident whose husband is claiming disability. Mr. Herrold does not expect to be available for the July meeting and will request Scott Lineberry attend in his place.

Mr. Herrold and Mr. Clark left the meeting at this time.

*Police Report* – Mayor Pope reported there were 59 calls in April which is down 24 calls from April '14. The borough has 8 more calls year-to-date compared to the same period last year. Chief Bentzel is meeting with the superintendent of Dover Area School District to discuss the Student Resource Officer program which the district included in their budget for the upcoming school year.

*Ambulance Club Report* – No statistical report was available from the ambulance club for the meeting. Mr. Slusser reported the club is planning to purchase a new ambulance with 4-wheel drive. A state loan at 2% interest has been approved for ½ of the price and the club is putting up a bond for the remainder.

*Recreation Board Report – Sundaes in the Park* is scheduled for Sunday, June 21, 2015 from 3 pm – 5:30 pm with *Timeless Band* providing music and sundaes and floats from Sarah's Creamery. Smittie's Pretzels will also be sold. Mr. Peter Anstadt attended the past 2 recreation board meetings and has expressed an interest in serving. Mr. Slusser made the motion to appoint Mr. Anstadt to the Dover Borough Recreation Board to fill the term vacated by Mrs. Norma Botterbush which expires in 2016. Mr. Seidel seconded and all were in favor. Mayor Pope received a letter of resignation from the recreation board for Kimberly Eckert stating conflict with her children's schedules and an ailing parent. Mr. Dentler offered a motion to accept Ms. Eckert's resignation from the recreation board. Mr. Seidel seconded and the motion passed unanimously.

*Treasurer's Report* – Mr. Seidel made a motion to approve the Treasurer's Report as presented. Mr. Dentler seconded the motion. Under the question, Mrs. Koch asked if Kline's had been awarded the sludge hauling bid and Mr. Lentz responded our contract is with Miller's. Kline's was used to haul some loads of extremely thick sludge and their cost is more than Miller's. With no further questions, the motion carried unanimously.

*Old Business* – None

*New Business* – Mrs. Koch commented that a Horse Chestnut tree by the storage shed at Ketterman Park has been reportedly damaged by mowers. Bricks were placed around it and additional mulch added. Several pine trees are dead and Mr. Lentz is obtaining free replacement trees that are about the same size. He requested a quote from Strathmeyer's for transplanting.

Mr. Slusser felt it would be appropriate for council to send flowers to the family of Barbara Schrum who was killed recently. She was a business owner in Dover Borough and an active participant in community events. It was suggested council could offer recognition for her community involvement, perhaps in the form of a resolution. All members were in favor of sending a plant or flowers as a more immediate gesture. Ms. Hartzler will research a resolution for next month's meeting.

With no further business to discuss, Mr. Seidel made a motion to adjourn with a second by Mr. Dentler. All were in favor. The meeting adjourned at 8:04 pm.

Respectfully submitted,

Rebecca J. Hartzler  
Secretary/Treasurer