

MINUTES

The regular monthly meeting of Dover Borough Council was held at Borough Hall, 46 Butter Road on Monday, September 14, 2015 at 7:00 pm. President Sabold was absent due to work. All remaining members were present including Ms. DiGiovanni. Attorney Scott Lineberry was present substituting for Attorney Herrold. Vice-President Koch called the meeting to order. A moment of silent prayer followed.

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

PUBLIC COMMENT

Ms. Denise Decker, 33 N. Main St. was present to request sewer relief for her 3rd quarter bill. She stated the filler valve on her furnace blew a gasket and water ran continuously which resulted in usage of 157,000 gallons for the quarter. She is willing to pay for the water, but does not feel she should have to pay for the sewer portion of the bill since the water did not enter the sewer system; it absorbed into the ground in her cellar. Some properties in the borough have drains connected to a seepage pit system that filters water away from the homes. A data log history report showed the water ran at a rate of 3,500 gal/day for a period of 1½ months until Ms. Decker discovered the leak and turned off the water. There was discussion regarding other instances when residents have asked for a reduction in their bill due to leaks. Mr. Seidel did not think the past requests pertained to sewer relief. Other members recalled a situation, possibly on N. Main St., where a water line broke in the ground between two buildings on a property and water soaked into the ground. In that instance, council had denied the request for sewer relief. There was discussion regarding other water usage that is billed, but does not enter the sanitary sewer such as watering flowers and filling swimming pools. Mr. Seidel did not agree with charging a resident for such a high volume of sewer usage when it is certain the water did not go into our sewer system. Mr. Seidel made a motion to reduce Ms. Decker's 3rd quarter 2015 sewer bill to her average amount inasmuch as the water did not flow into the borough's sewer system. Mr. Dentler seconded the motion. Under the question, Ms. Hartzler asked if granting sewer relief in this case would set a precedent opening the door for sewer relief requests by those filling their swimming pools. Mr. Seidel deferred to Attorney Lineberry who indicated he could not render an opinion without doing research into the issue. The motion was put to a vote. Ms. Koch asked for a show of hands. Mr. Seidel and Mr. Dentler were in favor. The remaining members were opposed. Ms. Decker would not be granted sewer relief for her bill. She stated she would not pay for a service she did not receive. Mr. Slusser made a motion to reduce the sewer charges, in excess of her average usage, on Ms. Decker's bill by 50%; the current bill for sewer being \$1,929.56. No second was offered. Mr. Lineberry asked if council would table the issue. Mr. Slusser rescinded his previous motion. Mr. Seidel moved to table the matter until the October meeting. This would allow the solicitor time to research the borough's options regarding granting sewer relief in individual cases without jeopardy to the borough if it is denied in other situations. Mr. Slusser seconded the motion to table the issue. All were in favor and the motion carried. Ms. Decker thanked council and left the meeting.

Assistant Chief Dettinger provided the fire company report.

- They responded to 18 calls in August. Four of those calls were in the borough.
- The September calendar was reviewed. The 300 Club is on September 26th and the car show is on October 3rd. The Halloween Parade is on October 4th. Mrs. Kroft stated there is a pancake breakfast and yard sale on the same day as the car show. A request was made for volunteers to judge the Halloween Parade. Mrs. Kroft thanked all council members and residents who volunteered or supported the Firemen's Carnival this year.
- Mr. Dettinger announced that Chief Flohr will be stepping down as chief of the fire company at the end of the year. He is retiring from PennDOT in March 2016 and does not wish to carry the full responsibility of chief. He will remain active in the fire company either as deputy or assistant chief. Mr. Thomas Strine is also stepping down as deputy chief and Mr. Dettinger is running for the position of chief.
- Mr. Dettinger stated the fire company membership dedicated this year's carnival to the memory of Kirk Boord who recently passed away. He was a very loyal member of the company, donating much time through the years to the carnival and other activities. Mr. Dettinger felt that everyone worked hard and the

atmosphere was more pleasant than in other years. Mr. Slusser offered his thanks to the fire company for their service and commended them for a great carnival. He offered condolences on the loss of Mr. Boord.

- On October 1st, from 4-8 p.m., the fire company will be at MacDonald's, corner of Carlisle Rd. and Fox Run Rd. to kick off Fire Prevention Week. In return, MacDonald's will be making a donation to Union Fire and Hose.
- Mr. Slusser made the motion to approve the activities on the September calendar with the October additions. Ms. Bishop seconded the motion and it carried.

Mr. Darwin Frey from 56 Amberview Dr. stated after listening to council's discussion with regards to a resident's request for sewer relief, he doesn't want to pay the sewage fees for the water he puts in his pool. He feels water meters should be issued to residents with pools and asked if there was a law against it. Mr. Seidel stated there is no sewer relief given in that situation.

SEWER

Manager's Report – The WWTP laptop was corrupted due to a virus. Korporate Computing repaired it, but was unable to restore the functionality of the Word and Excel reports that are used. The laptop is approximately 5 years old. Mr. Lentz presented a quote for a new laptop for the WWTP at a cost of \$1,218. The fee for repair of the old laptop is \$500 which Korporate Computing is offering to deduct from the price of a new laptop, bringing the cost to \$718. Mr. Lentz proposes dividing the cost for the new computer 50/50 between water and sewer funds. The quote includes Windows 7 which we are currently using and the "project services" are for loading all the programs and setting up the laptop. Mr. Seidel made a motion to purchase the laptop from Korporate Computing for \$718 with the cost paid evenly from water and sewer funds. Mr. Slusser seconded the motion. Mr. Kroft questioned if the \$400 for set-up of the computer would be covered under our current service contract with Korporate Computing. Ms. Hartzler thought the current contract included "monitoring", back-up and annual maintenance, but service calls are billed at an hourly rate. Upon vote, the motion carried unanimously.

Mr. Lentz explained that televising was done on Amberview Dr. and roots were cut out at 108 Delwood Dr. Mr. Slusser asked which residents were notified their laterals need replaced. Mr. Lentz replied that 108 Delwood Dr. was the only property. The homeowner was given contact information for the York County Planning Commission which offers no-interest loans for the cost of the work if the resident qualifies.

Engineer's Report – Mr. Clark presented a report of proposed sewer work in the Delwood Development and the estimated costs. The chart itemized problems by location with the worst road being Delwood Dr. In many locations, roots are a significant issue which is not DEP's main concern. The tapes showed another large crack with exposed stone that could be allowing a large volume of infiltration when it rains. Mrs. Koch asked if Mr. Clark was recommending the work be done in "phases" or as one large project at an estimated cost of \$206,860. Mr. Clark feels DEP may be satisfied if the infiltration problems are addressed; although, the roots are also of concern. There are no clean-outs at the properties to determine the origin of the roots. The large crack is located in the Elmwood Dr. right-of-way and is addressed in Item #4 on Mr. Clark's report. Items #1, #2, #4, and #6 were identified as priorities for correcting infiltration leaks and are estimated to cost \$141,495. The 2015 budgeted amount for Contracted Services is \$124,000. As of the end of the second quarter, \$45,000 had been spent. There was discussion of using monies from the 2016 budget since all of the work would not be completed in 2015. Mr. Clark stated the bid documents contain language allowing the borough to add or delete quantities to stay within budget. The proposed work for Item #1(Delwood Dr.) is to slip-line the main, installing cleanouts and replacing 11 laterals up to the street right-of-way. The liner portion of that project (@ \$52,195) would be bid separately, possibly 2-3 months later, since the lateral replacement and cleanout installation would be completed first. If the liner cost was deducted from Item #1, the total estimated cost to complete Items #1, #2, #4 and #6 would be \$89,300. Mr. Kroft asked if the street and sidewalk restoration work for the project could be funded from Liquid Fuels monies which Mr. Clark did not think was a viable option. As an alternative, he suggested the street restoration for the sewer work be bid as "base only" and an overlay of the entire street at a later time would be a permitted use of Liquid Fuels funds. For winter projects, the bid could state installation of 3" base "weather permitting" and otherwise use cold patch. There is already an area of base repair on Delwood Dr. from the intersection of East Canal Rd. up to Willow Dr. where a storm pipe was replaced. It was agreed that the entirety of Delwood Drive was in need of

paving which could be done as a street project in 2017. Preparing the sewer bids to include base only will reduce the estimated project cost significantly. There was discussion of the timing for bids and which items to include. The next council meeting is three weeks away making it difficult to prepare, advertise and receive bids in time for the meeting. We will be one month behind DEP's timetable under the COA. Mr. Clark was asked to recalculate the figures to include base repair only and address Items #1, #2, #4, and #6, eliminating the liner cost from Item #1. Council will consider the project for approval at October's meeting.

Solicitor's Report – Nothing to report.

Old Business & New Business - None

WATER

Manager's Report – Mr. Lentz reviewed a monitoring violation issued by DEP. A VOC (volatile organic compound) sample was collected on November 14, 2014 which was a “trigger sample” that requires follow-up testing during the subsequent four quarters. Dover Borough was never notified of this requirement. On August 15, 2015, the borough received a violation notice for missing the test in the second quarter of the year, but had not been made aware of an omission or violation for the 1st quarter '15. At the beginning of the year, the test schedule is reviewed with a DEP sanitarian and again, Dover Borough was not made aware of the required follow-up tests. There is no monetary fine associated with the violation, but it must be reported in the next Consumer Confidence Report. Mr. Lentz had voiced his disagreement with the violation to DEP since no notification of the necessary testing was received, nor a 1st qtr. violation. The DEP contact person responded that Dover Borough should have received an email notification, but could not produce such an email when Mr. Lentz requested it. DEP is requiring that follow-up samples be pulled during the 3rd and 4th quarters of 2015 and 1st and 2nd quarters in 2016. Council instructed Mr. Lentz to pursue any available appeal or protest options with DEP since the violation will be on the borough's record and appear to be a deliberate non-compliance. Attorney Lineberry will receive a copy of the violation notice dated August 15, 2015.

Mrs. Koch reviewed an email from Dover Township notifying the borough of a water rate increase effective for November's bill. She estimated the change would mean an annual increase of \$8,000 for water purchase. This will be an item for consideration during budget meetings.

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

Old Business & New Business - None

BOROUGH

Manager's Report – Dover Area High School contacted Mr. Lentz to discuss a combined class project for design and rebuild of the planters in the square. The initial concept involves completing one corner per year, starting on the southeast side (Exxon) to include a “Welcome to Dover” sign. Currently, there is a design contest for the students and the winning plan will be presented to council at the October meeting. The school is asking for donations toward the cost of materials.

Engineer's Report – Mr. Clark advised council that PennDOT required certification of all the ADA ramps included in the N. Main St. sidewalk project which was not necessary in the past. The borough will be receiving invoices from Holley's for the additional work on calculations and detailed reports which the state required to close the permit.

Solicitor's Report – The solicitor will research the issue of Ms. Decker's request for sewer relief. Mr. Lentz will pursue the violation appeal options with DEP.

Mr. Clark and Attorney Lineberry left the meeting at this time.

Police Report – Mayor Pope reported the borough is down 33 calls for the year-to-date compared to the same period last year. The police budget for 2016 is \$288,413.31 which is a 3.43% increase. The increase is primarily attributed to health care costs due to some costly health issues within the department. The pension was also a large contributor to the increase. Dover Borough's 2016 MMO for the police pension is lower than last year. The attendance for National Night Out was about 2,300.

Ambulance Club Report – Mr. Slusser reported the new ambulance had arrived.

Recreation Board Report – The Recreation Board did not meet in August. Ms. Koch had received a complaint about the absence of portable bathrooms at Ketterman Park. Several members confirmed there has been a portable bathroom located behind the blacksmith's shop all spring and summer. The one provided by the lacrosse team has been removed.

Treasurer's Report - Ms. Hartzler advised council of the anticipated municipal pension plan MMO for 2016 as required by Act 205. It is less than the previous year's projected MMO. The bank account balances reflect the deposit of funds from closed out CD's. Integrity Bank requires all three signers to be present when opening a new CD and we were not able to make that work with Mr. Sabold's current work schedule. The 1% promotional rate is still available as of today's date so an attempt will be made to arrange a time to complete the deposit. The amounts to be deposited will be \$175,000 for the borough and \$100,000 for sewer, leaving the previously earned interest in the checking accounts. Mr. Seidel made a motion to accept the Treasurer's Report. Ms. Bishop seconded and all were in favor.

Old Business – There is no update on the repairs to the town clock.

New Business – DASD requested permission to hold the Homecoming Parade on Friday, October 16, 2015, following the usual route, beginning at 6 p.m. and over no later than 6:30 p.m. They have filed for the PennDOT permit. Mr. Seidel made a motion to approve DASD's Homecoming Parade request with a second by Mr. Slusser. All were in favor.

Mr. Samuel Herman requested the borough cover the registration fee of \$160 for his attendance at the Tax Collector's Association Convention. Mr. Seidel made a motion to pay for Mr. Herman's registration for the convention. Ms. Bishop seconded and the motion passed unanimously.

Mr. Seidel notified council that Rettew Associates will be attending October's meeting to present their plan for a cellular tower at the fire company. They are making minor changes after presenting the plan to the Planning Commission on September 10, 2015.

Budget meeting dates were chosen: Monday, October 12th at 6 p.m.; Wednesday, October 14th at 7 p.m.; and Thursday, October 22nd at 7 p.m.

Mrs. Koch referred to an article in the Borough News explaining snow removal protection insurance. A municipality can purchase a plan with a "deductible" (specified amount of snow) and receive a pay-out if the snowfall exceeds that amount for the year.

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 8:50 pm.

Respectfully submitted,

Rebecca J. Hartzler
Secretary/Treasurer