

MINUTES

The regular monthly meeting of Dover Borough Council was held at Borough Hall, 46 Butter Road on Monday, December 7, 2015 at 7:00 pm. President Sabold and Mr. Dentler were absent. All other members and Ms. DiGiovanni were present. Vice-President Koch called the meeting to order and wished to recognize veterans on this Pearl Harbor Day during a moment of silent prayer.

The minutes for the Budget Meetings held October 12, 14, and 22, 2015 were reviewed. Mr. Seidel made a motion to approve the minutes as presented from October 12, 14, and 22 Budget Meetings. Mr. Slusser seconded and all were in favor.

The November 2, 2015 minutes were reviewed. Mr. Seidel made a motion to approve the November 2 minutes, as presented. Mr. Slusser seconded the motion. All were in favor.

PUBLIC COMMENT

Chief Flohr provided the fire company report.

- They responded to 18 calls in November. Four of those calls were in the borough.
- *Santa Claus at the Square* went well.
- Troy Dettinger will be sworn in as Fire Chief on January 7, 2016 and Roger Flohr will be Assistant Chief.
- The December calendar was reviewed. Mrs. Kroft provided a list of fundraisers for 2016. Santa and Mrs. Claus will ride through the borough on a fire truck Christmas morning. Mr. Seidel made the motion to approve the activities on the December calendar as corrected. Mr. Slusser seconded the motion and it carried. Mrs. Koch thanked the fire company for their work in 2015.

Resolution #2015-03 was read aloud, honoring Mayor Richard Pope for his service from January 2010 to December 2015. The mayor is moving out of Dover Borough. Mr. Seidel made a motion to pass Resolution #2015-03 as presented. Mr. Kroft seconded and all were in favor.

Resolution #2015-04 was read aloud, honoring Mr. Todd Seidel for his service as Councilman from September 9, 1991 to December 31, 2015. Mr. Slusser made a motion to pass Resolution #2015-04 as presented. Ms. Bishop seconded and all were in favor. Mr. Seidel expressed his appreciation for the opportunity to serve the community of Dover Borough and the atmosphere of bipartisan cooperation among council members through the years which allowed many things to be accomplished. He encouraged the younger members to continue their involvement in the community and serve out of love for their community. Mr. Darwin Frey stated appreciation that Mr. Seidel addresses issues and sticks by his opinions.

Mr. Darwin Frey, 56 Amberview Drive, asked if the bid specs for the 2016 Refuse Collection contract were written with the elimination of the June-September second day per week pickup. The bids were advertised with two options, keeping the second collection or eliminating it. The contract price would have increased significantly to keep it. Trash rates will remain the same for 2016. Mr. Frey asked if water and sewer rates will be increasing and Mr. Seidel stated they will remain the same for now. Mr. Frey asked if borough employees will receive a pay increase for 2016 and was told they will receive 1%. He also asked if there would be a tax rate increase and Mr. Seidel replied there is a proposed 1 mil increase. The large tax bill residents receive is for the school district and the borough does not receive a portion. A portion of the small real estate tax bill is income for the municipality. Mr. Seidel commended the council for holding the tax line through the turmoil of 2008 and delaying an increase for several years. During four budget meetings, council debated the tax rate and gave serious consideration to an increase. These meetings are advertised and open to the public.

SEWER

Manager's Report – Miller's price for sludge hauling in 2015 was \$214.50 and the contract price for Kline's in 2016 will be \$192.50.

Engineer's Report – Mr. Clark reported the contractor for the Delwood Sewer Project Phase I will be ready to start work the beginning of January.

Solicitor's Report – Nothing to report.

Old Business & New Business - None

WATER

Manager's Report – No additions.

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

Old Business & New Business - None

BOROUGH

Manager's Report – Mr. McCabe and his son from McCabe's Lawncare and Landscaping stopped at the office to introduce themselves. They were awarded the 2016 Mowing Contract.

Engineer's Report – Mr. Clark has been doing some additional work for the CDBG North Main St. Sidewalk Project. PennDOT required 'waiver' paperwork relating to the slope from the existing road to the ADA ramps.

Solicitor's Report – Mr. Herrold presented Ordinance #2015-03, the Floodplain Management Ordinance which FEMA is requiring municipalities to adopt by the December 15 deadline. Mr. Seidel made the motion to adopt the Floodplain Management Ordinance #2015-03 as written. Mr. Kroft seconded and the motion passed unanimously. Mr. Herrold presented Ordinance #2015-04 establishing the 2016 Dover Borough rate for real estate taxes at 3.69 mils; Per Capita tax of \$5 per person; ½ of 1% for Realty Transfer Tax, and ½ of 1% for Earned Income Tax. Mr. Kroft made a motion to adopt Ordinance #2015-04 establishing the 2016 tax rates as presented. Mr. Slusser seconded. Under the question, Mr. Seidel asked if this represented a 1 mil increase which was confirmed. Five were in favor and Mrs. Koch opposed. The motion carried. Mr. Herrold presented Ordinance #2015-05 which amends the Solid Waste Ordinance to reduce the trash collection to one day per week year round, eliminating the June through September second day per week collection. Mr. Seidel made a motion to adopt Ordinance #2015-05 eliminating the second day per week collection. Mr. Slusser seconded and the motion passed unanimously. Mr. Herrold presented Ordinance #2015-06, as allowed by Borough Code, authorizing borough council to appoint an Independent Auditor. If the ordinance is passed, an Independent Auditor must be appointed prior to the end of the year. This ordinance requires a 2/3 majority (or 5 members) to be adopted. Mr. Seidel made the motion to adopt Ordinance #2015-06, authorizing the appointment of an Independent Auditor for the audit of the financial records of Dover Borough. Mr. Slusser seconded and the motion passed unanimously. Mr. Slusser made a motion to pass Resolution #2015-05, appointing the firm of Hamilton and Musser as the Independent Auditor for the 2015 audit. Mr. Seidel seconded. Under the question, Mr. Seidel asked if this action would abolish the office of Elected Auditor. Mr. Herrold stated the Elected Auditors may have other duties to perform until the end of their term. Mrs. Koch asked if the borough is responsible to notify the Elected Auditors of the appointment of the Independent Auditor. Mr. Herrold consulted the Borough Code. Ms. Bishop asked if council would be required to adopt a resolution every year appointing an Independent Auditor and Mr. Herrold responded affirmatively. Since the current terms for the Elected Auditors are expiring the end of December 2015 and the Ordinance appointing an Independent Auditor was passed at this meeting prior to the end of the year, Mr. Herrold believes the Office of Elected Auditor is abolished and

the Elected Auditors would not take office in January 2016. With no further questions, the motion passed unanimously.

The 2016 Budgets were reviewed. Mr. Seidel made a motion to adopt the 2016 Budgets for all accounts as advertised. Mr. Kroft seconded the motion. Mr. Seidel, Ms. Bishop, Mr. Slusser and Mr. Kroft were in favor. Mrs. Koch was opposed. The motion carried.

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

Mr. Slusser made a motion to approve and advertise the 2016 Council meeting dates as presented. Mr. Seidel seconded and all were in favor.

Recreation Board Report – Mayor Pope reported on an issue arising from the Tree-Lighting event. The Dover Orchestra has been performing at this event for quite a few years. In October, Mayor Pope attempted to contact Billy Wolfgang to schedule the orchestra for this year with no response. With only a week and a half before the event, inquiries were made to arrange other entertainment. Dover High School was contacted, but could not be scheduled on short notice. Mr. Pope was able to hire two girls to sing at the event. Several days later, Mr. Wolfgang contacted him asking what time the elementary kids should be at the square. Mayor Pope informed him that because he had not responded for nearly 2 months, other entertainment was already arranged. Mrs. Koch asked what the usual pay for the Dover Orchestra had been. Mayor Pope responded they received \$200 - \$225. He had received an email from Mr. Jim Martini expressing his displeasure with Mayor Pope and the Mayor had responded explaining the situation. Mrs. Koch asked the number of kids in the Dover Orchestra and Mayor Pope explained there were about 5 or 6 adults in previous years. Several people commented on the good job done by the two girls who sang this year. Mrs. Koch felt that \$100 each was a great deal to pay for two individuals when the entire orchestra received \$200 previously. Other members stated the same amount was expended for entertainment which they felt was acceptable.

Police Report – Mayor Pope reported there were 40 more calls in October '15 than October '14, and 4 more calls for the year-to-date compared to the same period last year. The video of the attempted shooting of Officer Anderson was discussed. He is back to work. The whereabouts of the suspect are unknown at this time and the FBI and Federal Marshalls are searching for him.

Ambulance Club Report – Mr. Slusser was not able to attend the last meeting. No report had been provided by the DAAC.

Treasurer's Report – Ms. Hartzler asked if council would authorize the transfer of \$60,000 from the Water Fund to the Sewer Fund as the first payment towards the \$110,000 loan for water meters. Council had budgeted \$40,000 for the payment in 2015, but there are enough funds to make a higher payment. Mr. Seidel made a motion to make a payment of \$60,000 from the Water Fund to the Sewer Fund. Mr. Slusser seconded and all were in favor.

Ms. Hartzler had provided Nick Shearer, the accountant from Hamilton and Musser, with a copy of the DCED email indicating there were discrepancies in the audit report filed by the auditors for 2014. Mr. Shearer offered to review the records to correct the 2014 DCED report at the same fee as last year of approximately \$1,000. Mr. Seidel made a motion to use the services of Hamilton and Musser to review the 2014 DCED Audit Report for errors at a cost not to exceed \$1,000. Mr. Kroft seconded and all were in favor.

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

Old Business – Mr. Kroft asked Mr. Lentz if Dover High School accepted the minor changes to the planter design selected by council. Mr. Lentz stated there were no objections and a plan drawing would be made to accompany an application for a building permit. Mr. Kroft asked Mr. Lentz if Columbia Gas had completed

the work for recent Excavation Permits. Mr. Lentz responded that at one location, the anticipated digging in the street was not necessary.

New Business – The Dental Plan renewal date is January 1 and the 2016 rates for the current plan would be the same. Ms. Hartzler provided a chart listing several optional plans with Delta Dental whose rates are lower than the current ones with United Concordia for the same benefits. Mr. Kroft made a motion to change the Dental Plan to Delta Dental Level 1 for PA Area 2 - PPO 3-1000 for 2016 with rates of \$29.99/mo for employee only and \$70.99/mo for employee and family. Mr. Seidel seconded and all were in favor. At these rates, the total plan cost would come in under \$3,500 for the year and there would be no employee contribution for dental coverage.

With no further business to discuss, Mr. Kroft made a motion to adjourn with a second by Mr. Seidel. All were in favor. The meeting adjourned at 8:35 pm.

Respectfully submitted,

Rebecca J. Hartzler
Secretary/Treasurer