

MINUTES

The regular monthly meeting of Dover Borough Council was held at Borough Hall, 46 Butter Rd. on Monday, November 7, 2016 at 7:00 pm. The following members were present: Ms. Bishop, Mr. Kroft, Mrs. Koch, Mr. Raffensberger, President Sabold, Mr. Slusser (who arrived during fire company report), and Mr. Swords. Mayor Dentler was absent. President Sabold called the meeting to order followed by a moment of silent prayer and the Pledge of Allegiance.

The October 3, 2016 minutes were reviewed. Ms. Bishop made a motion to approve the minutes as presented. Mr. Raffensberger seconded the motion. All were in favor. The minutes of October 25, 2016 were reviewed and approved as presented by motion from Mr. Swords, seconded by Ms. Bishop and carried unanimously. The minutes of October 26, 2016 were reviewed and approved as presented by motion from Mr. Kroft, seconded by Ms. Bishop and carried unanimously.

PUBLIC COMMENT

Chief Dettinger provided the fire company report.

- They responded to 16 calls in October with 4 of those calls being in the borough.
- The November calendar was reviewed. The tree lighting event was added on November 25th.
- It is hectic with fundraising for October and November.
- Trick-or-treat had a good turnout. Hot chocolate was given to an estimate of 230-240 people.
- There will be a soup sale on Election Day.
- Ms. Bishop made the motion to approve the activities on the November calendar with the addition. Mr. Swords seconded the motion and it carried unanimously.
- President Sabold thanked the fire company for everything they do for the community.

There was no one present for the Recreation Board Report.

Peter Bowen, Technical Education teacher from Dover Intermediate and Nolan Smith, Construction class teacher from Dover High School were present to discuss and present the plans for the Eagle statue and planter project. Mr. Bowen showed the eagle constructed of individual metal feathers. It is almost complete except for the head feathers and talons. The metal has been donated. The 7th & 8th grade students doing the project are very excited about it. Mr. Smith reported they are ready to start demolition. The estimated cost for construction materials is \$6,000 and will take 1 to 2 months to construct with the limited class time they have. The Business/Marketing teacher, who is overseeing the fundraising and advertising, is out on maternity leave. Charles Benton is the overall director of the project and a request to have the Borough handle the funding was made by the school representatives. After discussion, it was suggested to utilize both the Dover Township and Dover Borough websites to publicize and to provide articles for Dover Township's newsletter. Council advised the representative to seek donations of building materials. Invoices for purchased materials would be approved by Mr. Benton, submitted to the borough office and paid from earmarked donated funds. It was agreed that demolition should be postponed until after winter when construction could begin without weather concerns.

Doug Ferry requested the balance of EMA funds to use toward purchase of 3 Emergency signs which are required by PennDOT to be in compliance. The signs are "Emergency Scene Ahead" at a cost of approximately \$825. A motion by Mr. Swords to authorize the balance of budgeted EMA funds (\$715.64) toward the cost of 3 signs was seconded by Mr. Raffensberger and carried unanimously. Chief Dettinger added that the cost above the budget will be covered by the fire company.

SEWER

Manager's Report – Three Franklin Miller grinder options were reviewed:

1. Grinder, Plastic Box, Red Lion PLC for \$32,120
2. Grinder, Plastic Box, Allen Bradley controls for \$32,985
3. Grinder, Stainless Steel Box, Allen Bradley controls for \$34,020

Much electrical work is required for installation which Snelbecker Electric estimates at \$3,300 and there is a quote of \$1,000 from HOEM for the mechanical. More installation quotes will be requested during the 12 weeks expected for delivery of the grinder. Current controllers at the plant are Allen Bradley, but Mr. Lentz is satisfied there is no issue with using the Red Lion product. A motion from Mr. Slusser to purchase the grinder was seconded by Mr. Raffensberger and carried unanimously.

A bill will be sent to Speedy Rooter for water line repair costs that resulted from sewer work at 1735 E. Canal Street. OSHA was called to the site.

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

Old Business & New Business - None

WATER

Manager's Report – President Sabold mentioned the difference in gallons of water pumped and sewer flow. Mr. Lentz feels the inverted siphon at the Fox Run crossing may have something to do with the infiltration. There is no way to inspect the pipe there.

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

Old Business – Ms. Bishop asked if York Habitat for Humanity has responded. There has been no answer on the request to drill a test well, but a new employee for Habitat introduced himself to Mr. Lentz and will pursue the matter. Justin Shappell with United Environmental mentioned approaching a new owner with the request if York Habitat sells the property.

New Business - None

BOROUGH

Manager's Report

- An email was received from DEP in regards to drought warnings. York County is in a Drought Watch and efforts to conserve water are requested.
- Penn Waste has issued a notice of tipping fee increase requesting \$167.09/month (\$2,005.08 annual) be added to the current contract payment. A motion from Mr. Slusser to approve the Penn Waste payment increase of \$167.09/month for tipping fees was seconded by Mr. Raffensberger and carried unanimously.

Engineer's Report

- Mr. Spangler recommends payment to Clear View Excavation for the stormwater repairs on Mill Alley and Delwood Dr. in the amount of \$17,950 which was the approved bid. A motion by Mr. Swords to approve payment was seconded by Mr. Slusser and carried unanimously.
- York Excavating started the project on Butter Rd. and expects to pour concrete on Tuesday for the north side headwall. A considerable amount of concrete has been found under the existing pipe.

Solicitor's Report

- The ordinance repealing Per Capita Tax for 2017 has been properly advertised. A motion from Mr. Kroft to adopt Ordinance 2016-01 repealing the Per Capita Tax effective December 31, 2016 was seconded by Ms. Bishop and carried unanimously.
- Mr. Herrold will advertise the ordinance adopting the tax rates for 2017.

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

Police Report – Mr. Slusser noted it appears the borough is receiving citations from stops made when the police sit on Delwood Dr.

Ambulance Club Report – Mr. Raffensberger reported 165 calls in September and 154 in October, for a total of 1,664 year-to-date. There will be no November meeting and the next meeting is December 14th.

Treasurer's Report – Mrs. Koch suggested mileage reimbursement be paid monthly. Mr. Kroft asked why mileage is not included with payroll. Ms. Hartzler was unaware of the reason, but had continued the existing practice. Mr. Kroft made a motion to approve the Treasurer's Report as presented, seconded by Mr. Slusser and carried unanimously.

Old Business – At the October meeting, a request from Mr. Ferry, EMA Director, for reimbursement of FEMA funds was heard and tabled. The fire company's plowing expense from Winter Storm Jonas was \$2,300 of which \$1,900 was included in the borough's total expense figure of \$15,000. Mr. Ferry is requesting \$1,000 of the refund be paid to the fire company which is less than 75% of \$1,900. After discussion, a motion from Mr. Swords to issue \$1,900 to the Dover Fire Company was seconded by Mr. Raffensberger and carried unanimously.

New Business

- Resolution 2016-09 Disposition of Records was approved by motion from Mr. Slusser for the 11 boxes of records as listed to be incinerated or disposed by other appropriate means with a second by Mr. Raffensberger and carried unanimously.
- The Managed Services Agreement for computer support through Korporate Computing was discussed. Continued service for 2017 at a cost of \$996/year was approved per motion from Mr. Kroft, seconded by Ms. Bishop and carried unanimously. A proposal from Korporate for a new computer for the Billing Clerk at a cost of \$998 was reviewed. A question of why Windows 7 is quoted instead of Windows 10 will be asked and the matter was tabled.
- Municipay is initializing a support fee of \$25/month for small users in January. This can be waived with an increase of .3% to the consumer's convenience fee, which will become 2.95% effective January 1, 2017. A motion from Mr. Kroft to pass the increased convenience fee was seconded by Mr. Slusser and carried unanimously.
- The 2017 Animal Control Officer contract was awarded to Julia Drebushenko per motion from Mr. Kroft, seconded by Mr. Slusser and carried unanimously.
- The SPCA contract for 2017 Animal Care and Housing in the amount of \$1,004 was approved per motion from Ms. Bishop, seconded by Mr. Slusser and carried unanimously.

Mr. Swords left the meeting for work at 9:15 pm.

The Recreation Board requested a member of council attend their meeting on Sunday, December 11, 2016 to discuss expectations regarding expenditure of budget funds and planning activities for 2017. Council would like a budget from the Rec Board outlining what they plan to spend on activities for the year. It was felt the suggested meeting following the House Decorating Contest judging was not the appropriate time to discuss business. An alternative meeting time will be offered of 6:30 pm on Monday, December 5, 2016 prior to the next regularly scheduled council meeting. Any council members who are available and wish to come will attend and an email will be sent inviting members of the Recreation Board.

With no further business to discuss, President Sabold entertained a motion from Mr. Slusser to adjourn with a second by Ms. Bishop. All were in favor. The meeting adjourned at 9:44 pm.

Respectfully submitted,

Rebecca J. Hartzler
Secretary/Treasurer