

## **MINUTES**

The regular monthly meeting of Dover Borough Council was held at Borough Hall, 46 Butter Road on Monday, January 9, 2017 at 7:00 p.m. Mr. Swords was absent and Borough Secretary, Ms. Hartzler, was absent due to illness. President Sabold called the meeting to order. A moment of silent prayer followed and the Pledge of Allegiance.

President Sabold stated council member, Ms. Bishop, would be taking the minutes in the absence of the Borough Secretary. The December 2016 minutes were reviewed. Mr. Slusser made a motion to approve the December 5, 2016 minutes as written. Mr. Raffensberger seconded the motion. All were in favor.

## **PUBLIC COMMENT**

Chief Dettinger provided the fire company report.

- They responded to 10 calls in December. One of the calls was in the borough and involved educating the resident about smoke detectors and safety.
- The January calendar was reviewed. There will be training on January 11<sup>th</sup> and 25<sup>th</sup> for the new air packs purchased with federal grant monies. They should be in service for February.
- Chief Dettinger will have a 2016 year-end report prepared for the February meeting.
- Ms. Bishop made the motion to approve the activities on the January 2017 calendar. Mr. Raffensberger seconded the motion and it carried.

There was no Recreation Board report.

Ms. Teresa Sellers, 106 Dogwood Dr. was present to address the end of the installment payment plan. She stated it was helpful for her to pay 1/3 of her bill monthly without incurring the late fee. She asked council to continue the monthly payment option or change to a monthly billing schedule. President Sabold explained that it was necessary to charge the late fee for everyone who does not pay their balance by the due date instead of waiving it for a few. Mr. Kroft stated residents may choose to pay monthly, but a late fee would be assessed on any unpaid balance as of the due date. Converting to monthly billing would triple printing, postage, and labor costs and is not cost effective for small municipalities.

## **SEWER**

*Manager's Report* – Mr. Lentz presented the 2017 Hach Service Agreement at a cost of \$2,966.66. The price is about \$1,000 less than previous years because the recently purchased new probes have an included service agreement. This is a budgeted item and Mr. Lentz may proceed.

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

*Old Business* – There is no update on the insurance claim for the car damaged by a manhole riser in the Delwood Development.

*New Business* - None

## **WATER**

*Manager's Report* – The pump for Well #6 went out and Eichelbergers is scheduled to pull the pump on Thursday. It was installed in 2003 and is 357 ft. deep. A new pump will be installed and Mr. Lentz estimates the total cost of replacement around \$20,000. Chase Pentz will work with Eichelbergers to pull the pump on Thursday.

Mrs. Koch asked about 3 flexible axis meters that failed this quarter. The water meter specialist from Exeter Supply reported there was a problem with a number of flexible axis meters which housed only 1 battery due to an engineering miscalculation. Exeter replaced the encoders and Mr. Lentz was able to install them very quickly. The

problem applies to flexible axis meters only, which are mainly installed in the Delwood Development. There is no way to determine how many of the faulty meters are installed in Dover Borough.

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

*Old Business & New Business* – None

## **BOROUGH**

*Manager's Report* – There were 2 salt and cindering events in December. Replacement of the damaged doors on the salt and cinder building is not urgent.

*Engineer's Report* – Mr. Spangler will be attending the "kick-off" meeting for the new Pollution Reduction Plan on Wednesday, January 11, 2017 and will provide report at next month's council meeting.

*Solicitor's Report* – Mr. Herrold presented four resolutions authorizing the fire company to apply for a special permit to serve alcohol at 4 dinners in 2017 as follows: Resolution 2017-1 for April 1, 2017 – motion to approve by Mrs. Koch, seconded by Ms. Bishop and passed unanimously; Resolution 2017-2 for October 29, 2017 – motion to approve by Mrs. Koch, seconded by Ms. Bishop and passed unanimously; Resolution 2017-3 for May 13, 2017 – motion to approve by Mrs. Koch, seconded by Ms. Bishop and passed unanimously; and Resolution 2017-4 for November 11, 2017 – motion to approve by Mrs. Koch, seconded by Ms. Bishop and passed unanimously.

*Mr. Herrold and Mr. Spangler left the meeting at 7:50 pm.*

*Police Report* – Mayor Dentler reported calls were down for December. He noted there had been 5 auto thefts recently.

*Ambulance Club Report* – Mr. Raffensberger reported there were 162 calls in December with a total of 2,025 for 2016.

*Treasurer's Report* – In the absence of Ms. Hartzler, President Sabold reported there was one addition to the General Fund bill list; Lowell Neiman's bill for replacing the basement door in the office and the garage door at a total cost of \$977.76. There was a discussion about allocating the bill to the 2016 budget since it was approved in 2016. Mrs. Koch made the motion to approve the Treasurer's Report, allocating Lowell Neiman's bill for \$977.76 to the 2016 budget, seconded by Mr. Kroft and carried unanimously. Mr. Lentz indicated there will be additional testing required, relative to the Chesapeake Bay Initiative, for hauling sludge to Springettsbury Township.

*Old Business* – None

### *New Business*

- President Sabold stated a new Assistant Secretary-Treasurer had been hired, but she was also ill and unable to attend the meeting. Mrs. Koch made a motion to appoint Mrs. Brenda Plowman as Assistant Secretary-Treasurer effective January 9, 2017, seconded by Ms. Bishop and carried unanimously.
- Mr. Slusser made a motion to waive the water and sewer fees for Union Fire & Hose #1 and the Dover Area Ambulance Club for 2017, seconded by Ms. Bishop and all were in favor.
- It was agreed the 10% penalty for late payment of utility bills should be charged on the remaining balance of the current quarter.
- Mr. Pope had requested a meeting with President Sabold as opposed to a meeting of full council and Recreation Board as proposed. President Sabold agreed to meet with him, but was not comfortable with a one-on-one meeting. It was agreed the intention of council was to arrange a meeting of the entire Recreation Board with full council. Mr. Pope will be asked for a date that will accommodate his schedule as well as other members of the Recreation Board. As many council members will attend as are available at that time.

- It is acceptable for Representative Seth Grove to host a Town Hall Meeting at the borough office on Thursday, March 9, 2017 from 6-8 pm.
- The new Ford truck was paid from the General Fund. Ms. Hartzler asked for contribution amounts from other funds. It was noted the breakdown of \$8704 each from water, sewer and borough funds and \$6,500 from Highway Aid was approved during budget meetings.
- Dover Area School District is considering building a new school at the Intermediate School site. Currently, a portion of the school is connected to Dover Borough's sewer line and the pool area sewer lateral goes to Dover Township's system. Mr. Lentz asked if council would wish to keep or eliminate the connection to our sewer system if a new school was constructed. Council would likely be in favor of Dover Township taking the sewage from a new building.
- It was agreed the \$695 option for the online version of the Dover Borough Code was adequate for our needs.
- Mayor Dentler would like to add "Mayor's Report" to the regular agenda. He spoke to the realtor listing the property at 2 N. Main St. informing them there is designated one-hour parking on W. Canal St. and off-street parking should be provided for residents of that home.
- There was a discussion about posting the names of the winners of the House Decorating Contest on the park sign. Several members of council did not feel taxpayer money should be used for awarding prizes to residents.
- Mayor Dentler will help with transporting old records to the incinerator for disposal as previously approved.

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

Respectfully submitted,

Rebecca J. Hartzler  
Secretary/Treasurer