

## **MINUTES**

The regular monthly meeting of Dover Borough Council was held at Borough Hall, 46 Butter Road on Monday, July 3, 2017 at 7:00 pm. All members were present except Mr. Kroft. President Sabold called the meeting to order. A moment of silent prayer followed and the Pledge of Allegiance.

The June 5, 2017 minutes were reviewed.

Mr. Slusser made a motion to approve the June minutes. Ms. Bishop seconded the motion. All were in favor.

## **PUBLIC COMMENT**

Chief Dettinger provided the fire company report.

- They responded to 11 calls in June. Zero of those calls were in the Borough. Year to date is 118 calls. 45 of those were fire police calls.
- The service truck has been sold and they are looking for another one.
- The July calendar was reviewed. An addition was made for training on July 12<sup>th</sup> and 26<sup>th</sup> at 7:00 pm. Ms. Bishop made the motion to approve the activities on the July 2017 calendar with the addition of July 12<sup>th</sup> and 26<sup>th</sup> training. Mr. Slusser seconded the motion and it carried.

Richard Pope provided the Recreation Board report.

- Sundaes in the park will be July 23<sup>rd</sup> with Timeless playing music. National Night out will be August 1<sup>st</sup>.
- Mr. Pope reported that Sundaes in the Park held on June 25 was sort of a disaster since it wasn't really advertised. The Snelbecker's left him know that were no longer doing the sign. Ms. Bishop and Mrs. Koch have been changing the sign. We will check with Snelbecker's to see when they will be able to take care of the sign again or possibly shift the responsibility to the Recreation Board. There is a shortage of letters but the fire company has some letters they do not use and will provide to us if they are the correct size.
- The fire company has offered for the Recreation Board to hold their meetings in the board room at the fire hall rather than at the Borough office which would eliminate Mrs. Plowman having to unlock the office and attend the meetings. They could be held the 2<sup>nd</sup> Monday of the month since the fire company is already there for bingo. The new dates will be advertised and post the Borough office door of the change.

Cindy Snyder from 97 N. Main Street questioned if there has been any plan submission regarding the property of Habitat for Humanity that goes from N. Main Street to City Hall Drive. She is wondering if the property owners neighboring it will be notified when this happens. At this point there was not a plan submitted. Any plans would need to go through the Planning Commission and the Zoning Board and they would post notices at the property in question. Mr. Herrold states adjoining neighbors would receive a notice. But if it is a subdivision only then that does not need to be done.

Shirley Crone thanked the public works employees for fixing the pot holes in the Borough.

## **SEWER**

*Manager's Report* – Power washing of the tank will be done this month.

*Engineer's Report* – Mr. David Lipenski was present in place of Mr. Spangler. The sewer work being done by DeTraglia Excavating on Amberview and Maplewood Drives is complete. A recommendation of payment for payment #2 and the retainage for \$6,035.60 was presented. The job came in \$2,300 under the original bid. Mr. Slusser made a motion to approve a payment to Detraglia Excavating in the amount of \$6,035.60 which is payment #2 plus the retainage. Mr. Raffensberger seconded the motion and it carried unanimously.

*Solicitor's Report* – Nothing to report

*Old Business & New Business*– Nothing to report

## **WATER**

*Manager's Report* – Nothing to ad

*Engineer's Report* – Nothing to report

*Solicitor's Report* – Nothing to report

*Old Business* – No update on a possible well.

*New Business* – Nothing to report

## **BOROUGH**

*Manager's Report* – 7-8 trees are dead at Ketterman Park. Some areas are getting grown up and are in need of mulch. Mr. Grim will get a price on these items.

The utility truck is getting some rust and Mr. Grim will get prices on repairing this.

*Engineer's Report* –

- Mr. Lipinski reported that Fitz & Smith has been contacted and they are planning to start the curb work July 11<sup>th</sup> or 12<sup>th</sup> and will be back to do the paving after that.
- In regards to the MS4, there was a meeting on June 29<sup>th</sup> where they have decided to go with scenario 4B. This will cost the Borough \$1,591/year to participate in the Chesapeake Pollution Reduction Plan. There will be a meeting July 5<sup>th</sup> for the solicitors to discuss the intergovernmental cooperation agreement. Mr. Herrold will be attending this. The Borough needs to submit the MS4 application by September 16<sup>th</sup>. The Borough has a potential waiver with DEP if you sign up and pay your \$1,591 and if you do get the waiver we would be able to opt out but with no refund or we can stay in for the 5 year term. If we don't opt in at this time and don't get the waiver we may not be able to join at that time. The recommendation is to opt in and then opt out at that time if we get the waiver. If the waiver is denied the Borough would have to do its own pollution reduction plan and that would cost a lot more than the \$1,591. The waiver would be good for the length of time that EPA allows.
- Mr. Spangler had previously given a copy of the draft for the Borough Stormwater ordinance. This will help to bring us into compliance with the MS4 requirements. The biggest change is an area of 100 sq. ft. is not a guaranteed exemption. The other thing is you can go up to 5,000 sq. ft. with a simplified plan. If over 5,000 sq. ft. than a full plan needs to be in place. This ordinance needs to be adopted prior to submitting the MS4 application in September. Mr. Ferry made a motion to give Mr. Herrold authority to advertise and get the stormwater ordinance prepared for adoption. Mr. Slusser seconded it and it carried unanimously.

*Solicitor's Report* – In reference to a letter that was received regarding an incident in the Borough, Mr. Herrold is recommending the letter be submitted to our insurance company to handle.

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

*Police Report* – Mayor Dentler sadly reported that calls are up and that the drug issue in the Dover area is out of control.

*Ambulance Club Report* – Mr. Raffensberger reported in the month of June there were 143 calls, 9 in the Borough and 101 in Dover Township.

*Treasurer's Report* – The recommended payment to DeTraglia Excavating for \$6,035.60 needs added to the sewer bill list. Mr. Slusser made a motion to approve the secretary's report with the addition of the payment to DeTraglia Excavating for \$6,035.60 onto the sewer bill list. It was seconded by Mr. Raffensberger and carried unanimously.

*Old Business* – Mr. Grim received pricing for a drop box that would need installed in the door. Following discussion it was decided to get prices on an exterior wall mount type.

Mr. Pope expressed interest in the open EMA Coordinator position and has already had some training for it. Mr. Slusser states that he also has a good relationship with the Fire Chief Dettinger and Mayor Dentler. Mr. Slusser made a motion to appoint Mr. Pope to the EMA Coordinator. Mr. Raffensberger seconded the motion. Mrs. Koch opposed and the motion carried. Paperwork will need to be filed with the County.

*New Business* – Mrs. Koch, Personnel Committee chair presented several recommendations.

- The employee manual has been updated with a few changes. Mrs. Koch made a motion to accept the updated revision. The motion was seconded by Mr. Slusser. President Sabold and Mr. Ferry opposed. The motion carried.
- Personnel committee is recommending appointing Mr. Bledsoe to Zoning Officer on a part time basis approximately 2 days per week. Mr. Bledsoe may also be interested in Borough Manager which he would interview for at another time. Mr. Slusser made a motion to appoint Mr. Bledsoe to part time Zoning Officer. The motion was seconded by Ms. Bishop and carried unanimously. Mr. Bledsoe will work on Monday and Thursday or as needed. Mr. Grim will review with Mr. Bledsoe anything that is pending to get started.
- Personnel committee is recommending an agreed upon wage increase for the billing clerk effective June 1<sup>st</sup>. Mrs. Koch made a motion to increase the wage for Mrs. Deal. It was seconded by Ms. Bishop and carried unanimously.
- President Sabold read a thank you note the Borough received from the York County Gospel Choir.
- President Sabold contacted Mr. Wooley letting him know the building lot at 109 N. Main Street is set up for mowing on a regular basis.
- Three quotes for bond coverage for President Sabold and Mayor Dentler were received from Travelers but were unclear of the different coverages. Mrs. Plowman will get more information before the next council meeting.
- Ms. Bishop reports she attended the YCBA Dinner with York Water Co. The topic was lead in water. There was also conversation regarding stormwater. York Water is the head of the government mandate that's coming therefore they are replacing lines. They will pay a portion of the replacement lines. York Water is building a new filtration plant to handle the sediment. They also reported the lake is down 61%.

With no further business to discuss, Mr. Slusser made a motion to adjourn the meeting. It was seconded by Ms. Bishop and all were in favor. The meeting adjourned at 8:33 pm.

Respectfully submitted,

Brenda J. Plowman  
Secretary/Treasurer