



REGULAR COUNCIL MEETING
THURSDAY, MAY 13th, 2021 @ 6:00 p.m.

MINUTES

Present: Councilors Brockway, Hoffman, Parkin and Shaha. Staff: Engineer-Hassell and Clerk-Hutchings.

Others present: Jessica Steidl, Mark Sauter, Marie Forbes, Chris Judd, Tami Yager of Waste Mgmt.

I. CALL TO ORDER AND PLEDGE OF ALLEGIANCE – Councilor Brockway called the meeting to order at 6:05 p.m.

II. PUBLIC COMMENT- Clerk read into record public comment submitted by Mark and Emily Duke, Pristine Heights HOA see attached. Jessica Steidl, 20 Panorama Ridge Rd. spoke to council about traffic speed concerns on Syringa Heights Rd.

III. OLD BUSINESS

1) Quotes for Roof Repairs at Essex and Cedar Ridge Water Tanks – **Parkin motioned** Council approve the two quotes for Reservoir top repairs at Cedar Ridge \$5,400 and Essex \$34,800 water tanks total costs estimated at \$40,200 to be completed in Fiscal Year 20-21, **2nd by Brockway. Roll Call Vote:** Brockway-Aye, Hoffman-Aye, Parkin-Aye, Shaha-Aye.

2) Speed Limit Signs - Engineer Hassell reviewed his report noting IHD (Independent Highway District) does have speed check equipment. He could help coordinate that as well as installation of signs. **Parkin motioned** Council accept quotes for four flashing signs to be located along 3rd, 4th, Syringa Heights and Pine Street roads for a project total not to exceed \$33,000, **2nd by Hoffman.** All in Favor.

IV. NEW BUSINESS

1) Waste Management Franchise Fees – Council does not wish to impose an increase to Dover’s Waste Mgmt. customers through an increase in franchise fees. Franchise agreement will be updated by Waste Mgmt. with same \$50 monthly fee paid to City. Will appear of future agenda for Council’s review and approval.

2) Resolution for Sewer ADUs – Strand summarized the proposed resolution. Council agreed staff should apply .5 ERUs for sewer for ADUs. If extraordinary circumstances arise prompting more than .5 ERUs per ADU, can be handled administratively or brought to Council. **Parkin motioned** Council accept the resolution, number to be assigned (Res. No. 162), titled A RESOLUTION OF THE CITY OF DOVER, CALCULATING ERUs FOR SEWER USERS AND PROVIDING FOR AN EFFECTIVE DATE, RESCINDING RESOLUTION #146, **2nd by Shaha.** All in favor.

3) Professional Contract for Public Works Services – Council recognized the value of Strand’s historical knowledge and ability to keep Mayor and Council informed as to water, sewer and street projects. **Parkin motioned** Council approve the professional services contract for public works services for water and sewer as presented, **2nd by Shaha. Roll Call Vote:** Brockway-Aye, Hoffman-Aye, Parkin-Aye, Shaha-Aye.

4) Draft FY 2022 Budget Discussion – **WATER FUND:** Income- Grant Income/DURA of \$1,124,470 should make all capital projects planned for next fiscal year possible. Expense- Capital Expenditures 12” line transmission and Shannon Lane pressure will be combined on one line item with “water facility improvements” however, only one of the two projects will be chosen for completion. O&M/Buildings and Grounds to be increased to \$12,000 to allow for Lippert snow removal, water treatment plan stairway improvements, riser and shutoff valve repairs, and Essex water tank fencing needs. Contract Services will increase \$50,000 to include public works contract. Cyber security will be considered for FY22 or FY23 budgets. Strand will consult with Wade to assess the need for a boom lift for chlorine barrels. **SEWER FUND:** Income- no comments. Expense- New connections estimated at 60. Capital Expenditures \$100,000 planned for re-use of effluent. O&M/RMS – includes \$40,000 for sewer line/manhole repairs. All agreed a 3-year plan for I & I (infiltration and inflow) is important. Will add \$24,000 for septic inspections and pumping. **STREETS FUND:** Income: May be possibility of \$8,000 additional income which might shared with IHD. Expense: General/Engineering/TAP will be reduced to \$35,000. Budget may include grant income and expenses for future possible grants. Council revisited engineering report on roadway capital improvement projects and agreed option B, Ontario St. pavement estimated at \$48,200 should be priority. **GENERAL FUND:** Income- No figures available from

As approved by Council at meeting held 6/10/2021 (mch)

AIC as budget manuals have not been completed. County revenue estimated at 3% increase. Expense- Capital Expenditures, Council agreed to add placeholder amount of \$500,000 for future land improvements. Direction given to President, Brockway to explore land acquisition options. Land, engineering, and architecture design for postal building should be estimated for FY21-22. Construction costs more likely FY22-23. Accounting will have new split of PAS of 60/20/20% for General/Water/Sewer and 25% each of four funds for Crook. O&M/Buildings & Grounds – Clerk to obtain quotes for stain/paint of fire station exterior. Gross Wages/City Attorney – Shaha will report back with information as to outside attorney fees. Wages in general were agreed to as presented. Payroll Burden/Health Insurance estimated at 10% increase reflecting 2 full-time employees. Planning & Zoning Payroll Burden – Shaha will report back with information about increase in Ruen-Yeager fees.

5) Acceptance of Resignation of Mike Davis - **Parkin motioned** Council formally accept Mike Davis’s resignation from the office of Mayor of Dover dated and submitted on 4/08/2021, **2nd by Hoffman**. All in favor.

6) Discussion re: Appointment of Mayor – Council recognized ballots in November 2021 will have Mayor’s position up for election and wishes to wait until after elections before further consideration of appointing interim Mayor. All in favor.

V. CONSENT AGENDA - Water loss report discussed. Council agreed to water acoustical testing. Strand to obtain estimate for service. Planner report reviewed. July 8th meeting is expected date for public hearing on subdivision ordinance adoption. Council gave direction to Marley for drafting letter of thanks to BOCC for giving consideration to City comments on file AM0008-21. Engineering report asked for direction for city park trail maintenance. Hassell asked to bring more ADA information to future meeting for consideration. Clerk report comments from Council reflected no need for future inclusion of upcoming property transfers or changing agenda order. June agenda will include Water and Sewer rate study findings and financials from January – April. **Parkin motioned** to accept all consent agenda items as listed and presented with the exception of V.2) Financials January and February 2021, **2nd by Hoffman**. All in favor.

VI. FUTURE AGENDA ITEMS/MEETINGS – Brockway reviewed future items.

VII. ADJOURNMENT - **Shaha motioned** to adjourn the meeting, **2nd by Brockway**. All in favor. Meeting adjourned at 8:56 p.m.