

**DOVER TOWNSHIP
BOARD OF SUPERVISORS MEETING
January 11, 2016**

The Dover Township Board of Supervisors Meeting for Monday, January 11, 2016, was called to order at 7:00 PM by Chairperson Matthew Menges in the Meeting Room of the Dover Township Municipal Building. Supervisors present were Matthew Menges, Charles Richards, Stephen Parthree, Stephen Stefanowicz, and Robert Stone. Other Township Representatives in attendance were Laurel Oswalt, Township Manager; Attorney Charles Rausch, Township Solicitor; Michael Fleming, Township Public Works Director; Terry Myers, Township Engineer; Glenn Jansen, Township Fire Marshall; Corey Flythe, Township Water Operator; Trena Hall, Secretary and Tiffany Strine, Recording Secretary. There were two citizens present. This meeting is being recorded for the purpose of minutes only.

A moment of silence was requested, followed by the reciting of the Pledge of Allegiance to the American Flag.

APPROVAL OF THE MEETING MINUTES FOR DECEMBER 14, 2015

Motion by S. Stefanowicz and seconded by S. Parthree to approve the meeting minutes for December 14, 2015, as presented. **Passed** with 5 ayes

APPROVAL OF THE REORGANIZATION MEETING MINUTES FOR JANUARY 4, 2016

Motion by R. Stone and seconded by S. Stefanowicz to approve the reorganization meeting minutes for January 4, 2016, as presented. **Passed** with 5 ayes

TREASURER'S REPORT

Motion by C. Richards and seconded by S. Parthree to approve the warrant total for January 11, 2016, in the amount of \$835,576.42, as presented. C. Richards stated that; \$400,000.00 of the warrant total, funds the Northern Regional Police Department for services and pensions. **Passed** with 5 ayes

PUBLIC ZONING HEARING - ADOPTION OF ZONING ORDINANCE

AMMENDMENTS - Chair Menges presented the assigned agenda topic; Dover Township Ordinance 2016-01. This is an Ordinance amending the Dover Township Zoning Ordinance 2015-06, adopted September 28, 2015.

Attorney Charles Rausch announced the beginning of the public hearing. Attorney Rausch explained the purpose for the requested public hearing is to amend certain sections of the specified zoning ordinance within Dover Township that were previously adopted on September 28, 2015. The amended ordinance clarifies the districts listed with specially designated exceptions and places these districts in the corrected categories. The main substantial change was to the conservation and agricultural district of use unto an owner-operated automotive repair

business. The ordinance then establishes certain criteria in order to be able to operate said business in the designated area zoned under § 27-663a.with stipulated restrictions. Dover Township Zoning Ordinance 2016-01 has been advertised and has been made available for inspection.

There were no comments from the Public.

With no further comments, the Public Zoning Hearing was closed at 7:10PM.

Motion by C. Richards and seconded by S. Stefanowicz to adopt Dover Township Zoning Ordinance 2016-01, as presented. **Passed** with 5 ayes

MANAGER'S REPORT by Manager Laurel Oswalt

Acceptance of Amy Brinton's Resignation from the Dover Township Planning Commission - As of January 4, 2016; Amy Brinton submitted a letter stating her official resignation from the Dover Township Planning Commission.

Motion by S. Stefanowicz and seconded by R. Stone to accept the resignation of Amy Brinton from the Dover Township Planning Commission, as presented. **Passed** with 5 ayes

Chair Menges thanked Amy Brinton for her many years of service on the Dover Township Planning Commission.

Discussion Regarding Current Board Openings and Volunteer Applicants - Manager Oswalt addressed the status of current openings on several of the board's commissions and committees. Manager Oswalt suggested seeking applicants to fill open positions due to vacancies and recent resignations. It was indicated at the January 4, 2016 Board meeting that R. Stone will be resigning from the Industrial/Commercial Development Planning Committee. Manager Oswalt stated that R. Wright has expressed interest in moving to the Planning Commission.

Manager Oswalt supplied the Board with applications of applicants interested in commission and committee positions. R. Stone provided an application from Michael Cashman for consideration. The following applications were presented to the board by Manager Oswalt: Brian D. Kimball, Justin Bingham and Michael D. Curley.

C. Richards would like to interview all interested applicants.

It was collectively decided amongst the Board to hold interviews for all applicants at times allotted prior to the next scheduled Board of Supervisors meeting on January 25, 2016. The consensus of the Board was to allot five minutes; per person, to be interviewed. Manager Oswalt will be contacting the perspective applicants to arrange interviews.

Discussion of Welcome to Dover Sign at Grandview Golf Course - Manager Oswalt discussed the need for the creation of a new; "Welcome to Dover", sign at Grandview Golf Course. Suggestion was made to reach out to Dover Area School District students; currently participating in various Technology based curriculum, to create a new sign for the Township. Manager Oswalt stated that she has been in talks with Charles Benton; Dover Area School District Director of Career and Technical Education, and was informed that the school would like to pursue the project. The plan is to have the students generate ideas and construct a new

welcome sign. Manager Oswalt approached the Board for detailed ideas on what the Board would like to see expressed in this sign.

Chair Menges suggested having students; possessing graphics design aspirations, provide two or three design ideas for the welcome sign and then present their design ideas to the Board during a meeting. Manager Oswalt asked for required content.

The Board decided that they would like the sign to state: Welcome to Dover. The Board supplied potential features that they would like to see which consisted of the following: the utilization of an eagle, Dover's color scheme, a Dover Township decal, a statistical accounting of the number of Dover residents and possibly a Dover Township establishment date. The Board would also like to see the designers name appear on the sign. S. Parthree added to allow the chosen student or students to be creative and implement their own ideas in addition to the Board's suggestions.

Chair Menges suggested issuing a small financial incentive to be awarded to the selected individual. S. Stefanowicz suggested donating to a school club or organization.

Discussion of the Building on 5371 Davidsburg Road - Demolition Quotes - Quotes to demolish this structure were received by Manager Oswalt and copies of the quotes were supplied to the Board for review. Three quotes were received with the lowest from SDL Construction LLC of Orwigsburg in the amount of \$39,500.00; however, there were many exclusions to this bid. Bernard Anthony, Inc. of York supplied an estimate for complete demolition in the amount of \$47,440.00 as the next lowest bid.

Manager Oswalt indicated the bid was handled as an emergency; therefore the bids were not comparable. Manager Oswalt clarified the details of each bid. This resulted in Bernard Anthony, Inc. lowering their bid to the amount of \$39,870.00 with the only exclusion to be asbestos/hazardous materials handling. Manager Oswalt indicated the Township has used Bernard Anthony Inc. previously and found him a great outfit to work with.

A monetary bid quote difference of \$270.00 resulted between the Bernard Anthony, Inc. quote and SDL Construction, LLC. Quote. Manager Oswalt stated that either company is prepared to begin work immediately pending obtaining their pertinent bond. Attorney Rausch indicated that due to the emergency status of the project; provisions provide that the Township does not need to seek the lowest bidder.

S. Parthree addressed concerns for the removal of abandoned vehicles on the property. Mr. Anthony stated that if necessary; he can have the vehicles relocated.

Board members addressed the possibility of an asbestos hazard and the financial repercussions involved with asbestos. The cost of the demolition may increase due to heightened cost to remove hazardous materials. Mr. Anthony was present this evening and asserted additional information on this topic with regards to his quote. Mr. Anthony advised the Board to take into consideration that the Department of Environmental Protection (herein referred to as D.E.P.) may waive any incurred extra fees for removing hazardous waste on emergency projects. Chair Menges asked Mr. Anthony if the Township needs to assert any further action to D.E.P. to prove

the emergency status of the demolition. Mr. Anthony stated that he will submit a ten (10) day notification form to D.E.P. to affirm the status of an emergency. Mr. Anthony stated in conjunction with the ten (10) day notification form; Mr. Anthony will need to provide a signed letter declaring the status of the demolition, from Township personnel. Georgia Sprenkel will execute the signed letter requested. Chair Menges informed Ms. Sprenkel to include the Township Fire Marshall's evaluation on the property and the Township Engineer's report with the submission of the requested letter.

Motion by C. Richards and seconded by R. Stone to approve the creation and submission of a letter from Dover Township declaring the demolition of the property located at 5371 Davidsburg Road as an emergency demolition, as presented. **Passed** with 5 ayes

C. Richards stated that the Board needs to clearly identify whether the Township is to completely demolish or partially demolish the structure. R. Stone addressed Terry Myers and Ms. Sprenkel on the topic. Ms. Sprenkel stated that the entire structure is deemed unsafe and complete demolition action must be taken. Mr. Myers stated; based on the knowledge he was presented, he would have to agree with the complete demolition of the structure. Mr. Myers stated that he did not perform the inspection or formulate a report on the structure. Manager Oswald stated that she spoke with John Rea; the structural Engineer with C.S.Davidson, and that John Rea's ultimate determination was complete demolition of the structure.

Chair Menges stated that we may lien the property to absolve funds incurred.

Motion by S. Stefanowicz and seconded by C. Richards to accept the Bernard Anthony, Inc. proposed demolition estimate for the complete demolition of the property addressed at 5371 Davidsburg Road, as presented. **Passed** with 5 ayes

Emig Mill Road Water Line Replacement Issues - Old Business - Chair Menges indicated the need to improve Township road way surfaces from Carlisle Road to a specified point beyond Grenway Road as soon as possible. Chair Menges asserted knowledge of pending water and sewer work required in this area and inquired on the current stance of the Emig Mill Road water line replacement project.

Corey Flythe stated that he agrees with the need for haste improvement in this area. Mr. Flythe reminded the Board that Columbia Gas has indicated that they would share the cost of the restoration of these roads. Columbia Gas stated that they could not further pursue this project until the end of 2016 or the beginning of 2017.

Mr. Myers added that in this particular location; base repairs may be a suitable option. By performing base repairs; the Township would be able to continue the water and sewer project repairs as warranted.

Discussion of Water and Wastewater Sale or Lease from Board Goals as Presented on the Agenda -

Board Consensus was reached and it was decided to remove the Board Goals Topic of the Water and Wastewater Sale or Lease as it appears on the agenda.

COMMENTS/NEW BUSINESS FROM BOARD OF SUPERVISORS - S. Parthree noted updates on the status of the property address of 5761 Old Carlisle Road. S. Parthree stated that this property is currently in a lien situation and a Conservatorship status is being pursued by Mr. Earney.

S. Parthree stated the Dover Senior Center contacted him in regards to reviewing preliminary plans to erect a new building on Township property that can be leased and utilized by the Dover Senior Center. S. Parthree stated that he is going to be attending a meeting on January 21, 2016 regarding this matter. S. Parthree wanted to ensure the Board members were still looking favorably at this location prior to the Senior Center incurring a \$12,000.00 cost for the feasibility study. The proposed building site is located in what is currently a Township soccer field at the Lehr Park location. Attorney Rausch requested more information be supplied before moving forward. It was determined that Manager Oswald and Attorney Rausch should also attend the meeting on the 21st.

S. Stefanowicz provided updates on the North of the Borough Sewer project. S. Stefanowicz stated that he has been in recent talks with Dean Smith; Dover Township Sewer Authority Chairman, and a concept plan will be presented to the Sewer Authority this month.

S. Stefanowicz discussed the current status of the new maintenance building construction project. S. Stefanowicz and R. Stone suggested creating an advisory committee to enable this project to move forward with specific deliverables. Chair Menges stated that a good consensus of the need and use for a new maintenance building has been established and that the Township now needs to create and implement a designed plan. Chair Menges asked Manager Oswald to supply R. Stone with a copy of the Master Facilities Plan for review.

COMMENTS FROM THE PUBLIC PRESENT - Bernard Anthony made note to the Board that there may be the need to remove some of the structure by hand at the 5371 Davidsburg Road property. Mr. Anthony stated this would only be deemed necessary where a risk to the adjacent property may present itself. Mr. Anthony addressed the Board and Township personnel with sincere gratitude for a successful working relationship.

With no further business on the Board of Supervisors agenda topics; the Board of Supervisors recessed at 8:15 PM to deliberate on the resolution to the Local Agency Hearing presented prior to the Board of Supervisors meeting.

The Board of Supervisors reconvened at 8:23 PM to announce the Board's resolution.

Chair Menges noted that they recessed to discuss the resolution of the hearing for the German's. After the deliberation; the Board of Supervisors decided to allow the on-lot holding tank to remain where it is, with the condition that a grading plan will be submitted showing that any overflow from the rain garden does not flow towards the holding tank but instead towards the creek. That plan is to be reviewed and approved by C.S.Davidson. The cost associated with this will be borne by the homeowners. Presuming that the condition is met, the Board of Supervisors will direct the Sewage Enforcement Officer to revise the permit assuming the tank meets all requirements of the S.E.O. inspection. Attorney Charles Rausch noted a review of the amended plans and an inspection by C.S.Davidson would be required.

Board Consensus was initiated by Chair Menges that called for a vote of the Board of Supervisors. Those in favor of entering the adjudication, signified by saying aye. **Passed** with 5 ayes

With no further business, the meeting was adjourned at 8:30 PM and continued into an executive session on a personnel matter.

Respectfully submitted by: _____
Tiffany Strine, Recording Secretary