

**DOVER TOWNSHIP
BOARD OF SUPERVISORS
REORGANIZATION**

MEETING AGENDA

January 3, 2017

6:00 PM CALL TO ORDER – FINAL BUSINESS FOR 2016

APPROVE FINAL EXPENDITURES FOR 2016

1. 12/16/16 Warrant Total - \$73,296.86

NOMINATION AND APPOINTMENT OF SUPERVISOR & OFFICERS FOR 2017

1. Chairperson (New Chairperson to continue with meeting)
2. Vice Chairperson
3. Assistant Secretary

ACTION TO ESTABLISH DEPARTMENTAL BOARD RESPONSIBILITIES

Chairperson to appoint Supervisors in charge of:

1. Administration
2. Police (NYCRP)
3. Highways
4. Water (Production & Distribution)
5. Sewer/Wastewater Treatment
6. Fire/Emergency Services
7. Recreation/Parks
8. Industrial/Commercial Development Committee
9. Dover Area Ambulance Club
10. MS4 Stormwater

**ACTION TO APPOINT TOWNSHIP VOTING DELEGATE & ACT 32 YORK COUNTY
TAX COLLECTION COMMITTEE REPRESENTATIVE – YORK/ADAMS TAX
BUREAU**

1. Board Representative – Trena M. Hall
2. Alternate – Steve Stefanowicz

**APPOINT REPRESENTATIVE – YORK COUNTY LOCAL GOVERNMENT
COMMISSION**

1. Board Representative – Vacant
2. Alternate – Matthew Menges

ACTION TO APPOINT PROFESSIONAL & DEPARTMENTAL OFFICIALS

1. Township Manager – Laurel A. Oswalt
2. Township Secretary– Tiffany A. Strine
3. Township Treasurer – Trena M. Hall
4. Township Engineer – C.S. Davidson/Terry A. Myers, P.E.
5. Township Zoning Officer – Georgia A. Sprenkel
6. Sewage Enforcement Officer – Eric Swiger
7. Sewage Enforcement Officer Alternate – Ken Hunnings
8. Township Fire Marshal – Glenn P. Jansen
9. Township Emergency Management Officer – Anne Zarlenga

ACTION TO APPOINT LEGAL COUNSEL FOR BOARDS & COMMISSIONS

1. Board of Supervisors – Charles A. Rausch, Esq.
2. Planning Commission – Blakey, Yost, Bupp & Rausch, LLP

ACTION TO APPROVE BANK DEPOSITORS AND FINANCIAL INSTITUTIONS FOR 2017

1. M & T Bank
2. BB&T Bank
3. Pennsylvania Local Government Investment Trust
4. Wealth Management
5. Fulton Bank
6. PeoplesBank

NEW APPOINTMENTS/REAPPOINTMENTS OF BOARDS AND COMMISSION DISCUSSION

1. Planning Commission Reappointment – Carol L. Kauffman
2. Sewer Authority Reappointment – Dean Smith
3. Zoning Hearing Board Reappointment – Jane Ginter
4. Codes Enforcement Board Reappointment – Brian Chamberlain

ACTION TO APPOINT REPRESENTATIVES FOR THE YORK COUNTY STORMWATER CONSORTIUM REGIONAL COMMITTEE

1. Board Representative – Michael Fleming
2. Alternative – Robert Stone

APPROVAL OF RESOLUTIONS FOR 2017

Resolution 2017-01 – 2017 Fee Schedule

Resolution 2017-02 – Ratifying and Confirming the Appointment to the Dover Township Zoning Hearing Board

APPROVAL & ADOPTION OF 2017 MEETING SCHEDULE

Board of Supervisors – January 9 and 23; February 13 and 27; March 13 and 27; April 10 and 24; May 8 and 22; June 12 and 26; July 10 and 24; August 14 and 28; September 11 and 25; October 9 and 23; November 13 and 27; December 11, 2017 at 7:00 PM. A work/executive session can be scheduled before and after each regular meeting – Township Municipal Building

Planning Commission – 1st Wednesday of each month at 7:00 PM – Township Municipal Building

Zoning Hearing Board – 3rd Wednesday of each month at 7:00 PM – Township Municipal Building

Sewer Authority – 4th Wednesday of each month at 7:00 PM, except for the November meeting to be held on the 15th and the December meeting to be held on the 20th – Wastewater Treatment Plant

Codes Enforcement Board – at the call of the Chairman

Industrial/Commercial Development Committee – 4th Wednesday of each month at
4:00 PM – Township Municipal Building

Agricultural Security Committee – at the call of the Chairman

ACTION TO ESTABLISH/TREASURERS BOND FOR - \$1,000,000.00

**ACTION TO APPOINT MEMBERS OF VACANCY BOARD – BOARD OF
SUPERVISORS PLUS AN ADDITIONAL RESIDENT AT LARGE**

Resident at Large – W. Michael Hoffman

ACTION TO AUTHORIZE MEETING, CONVENTION, SEMINAR ATTENDANCE:

SUPERVISORS, TOWNSHIP MANAGER, ADMINISTRATIVE ASSISTANT,
SECRETARY, TREASURER, AND DESIGNEES acting as “Delegate(s)” of Dover Township,
may apply for reimbursement of expense as provided by the Commonwealth of Pennsylvania
“Statute, Law”, and/or “Code”

**ACTION TO APPOINT BOARD MEMBER AS VOTING DELEGATE AT 2017 STATE
CONVENTION**

PLEASE NOTE: *The next scheduled meeting of the Board of Supervisors is Monday,
January 9th, 2017.*