

**DOVER TOWNSHIP
BOARD OF SUPERVISORS MEETING
REORGANIZATION
January 7, 2013**

The Dover Township Board of Supervisors Meeting for Monday, January 7, 2013 was called to order at 6:00 PM by Chairperson Madelyn Shermeyer in the Meeting Room of the Dover Township Municipal Building. Supervisors present were Madelyn Shermeyer, Monica Love, Michael Husson, Charles Richards, and Matthew Menges. Other Township Representatives in attendance were Laurel Oswalt, Manager, Dawn Slegel, Secretary, Trena Hall, Assistant Secretary and Charles Farley, Public Works Director. There were no citizens present. This meeting is being recorded for minutes purposes only.

FINAL BUSINESS FOR 2012

Approval of the January 1, 2012 to December 31, 2014 Union Contract with the Teamsters Bargaining Unit was approved and needed to be officially signed.

Motion by M. Love and second by C. Richards to approve the acceptance of the January 1, 2012 to December 31, 2014 Union Contract with the Teamsters Bargaining Unit. **Passed** with 5 ayes.

FINAL EXPENDITURES FOR 2012

Chair Shermeyer reported on finalizing the 2012 expenditures with the warrant total for December 21, 2012 in the amount \$248,297.43.

Motion by M. Husson and second by M. Love to approve the December 21, 2012 warrant in the amount of \$248,297.43. **Passed** with 5 ayes.

Chair Shermeyer also reported on the warrant total for December 28, 2012 warrant in the amount of \$33,200.82.

Motion by M. Love and second by C. Richards to approve the December 28, 2012 in the amount of \$33,200.82. **Passed** with 5 ayes.

NOMINATIONS FOR THE 2013 SLATE OF OFFICERS

Chair Shermeyer appointed Supervisor Richards to serve as Temporary Chair to take the nominations for the position of Chairperson of the Dover Township Board of Supervisors for 2013.

Supervisor Richards asked for nominations for the position of Chairperson.

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Nomination by M. Shermeyer and second by M. Husson for Monica Love as Chairperson. **Motion** by M. Shermeyer and second by M. Menges for Monica Love as Chairperson. **Passed** with 5 ayes.

Chair Love resumed the nominations for the other officer positions.

Chair Love opened nominations for the position of Vice Chairperson. **Nomination** by M. Love and second by C. Richards for Madelyn Shermeyer as Vice Chairperson. **Passed** with 5 ayes.

Chair Love opened nominations for the position of Assistant Secretary. **Nomination** by M. Shermeyer and second by C. Richards for Michael Husson as Assistant Secretary. **Passed** with 5 ayes.

The 2013 Slate of Officers for the Dover Township Board of Supervisors is accepted as follows:

Chairperson Monica Love
Vice Chairperson Madelyn Shermeyer
Assistant Secretary Michael Husson

ESTABLISH DEPARTMENTAL BOARD RESPONSIBILITIES

Chair Love assigned the duties of liaison positions in 2013 as follows:

Administration - Monica Love
Police (Northern York County Regional Police) - Matthew Menges
Highways - Charles Richards
Water (Production & Distribution) - Matthew Menges
Sewer/Wastewater Treatment - Michael Husson
Fire/Emergency Services - Madelyn Shermeyer
Recreation/Parks - Charles Richards
Industrial/Commercial Development Committee - Madelyn Shermeyer
Dover Area Ambulance Club - Michael Husson
MS4 Stormwater - Monica Love

TOWNSHIP VOTING DELEGATE FOR YORK ADAMS TAX BUREAU

Chair Love designated Laurie Rummel to be reappointed as the Dover Township Representative with Michael Husson as the alternate representative at the York Adams Tax Bureau Meetings. Manager Oswalt was asked to make sure that the delegate is attending meetings and to make someone aware if she can not attend, in reasonable time, so the alternate can make plans to attend. **Motion** by C. Richards and second by M. Shermeyer to reappoint Laurie Rummel as the Dover Township Representative and Michael Husson as the alternate for the York Adams Tax Bureau Meetings. **Passed** with 5 ayes.

YORK COUNTY LOCAL ADVISORY COMMITTEE REPRESENTATIVE

Chair Love designated the reappointment of Madelyn Shermeyer as the York County Local Government Advisory Committee Representative with Michael Husson as the alternate representative. **Motion** by M. Menges and second by C. Richards to reappointment Madelyn Shermeyer as the York County Local Government Advisory Committee Representative and Michael Husson as the alternate. **Passed** with 5 ayes.

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APPOINT PROFESSIONAL & DEPARTMENTAL OFFICIALS

Motion by M. Shermeyer and second by M. Husson to reappoint the Professional & Departmental Officials for 2013 as indicated:

Township Manager - Laurel A. Oswalt
Township Secretary - Dawn D. Slegel
Township Assistant Secretary - Trena M. Hall
Township Treasurer - Laurie J. Rummel
Township Engineer - C. S. Davidson/Terry A. Myers, P. E.
Township Zoning Officer - Georgia A. Sprenkel
Sewage Enforcement Officer - Bradley D. Hengst
S. E. O. Alternate - Richard K. Baade
Township Fire Marshal - Glenn P. Jansen

Passed with 5 ayes.

APPOINT LEGAL COUNSEL FOR BOARDS & COMMISSION

Motion by M. Husson and second by M. Menges to reappoint the legal counsel for 2013 as follows:

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

Passed with 5 ayes.

APPROVE BANK DEPOSITORIES FOR 2013

Supervisor M. Shermeyer requested that Peoples Bank be added to the bank depositories for 2013.

Motion by C. Richards and second by M. Shermeyer to approve the bank depositories and financial institutions for 2013 as listed: M & T Bank, Susquehanna Bank, Pennsylvania Local Government Investment Trust, Wealth Management, Fulton Bank and Peoples Bank. **Passed** with 5 ayes.

NEW APPOINTMENTS/REAPPOINTMENTS TO BOARDS AND COMMISSION

Motion by M. Shermeyer and second by M. Menges to authorize the following reappointments:

Planning Commission Reappointment - Anthony M. Pinto
Alternate Planning Commission Reappointment - Carol L. Kauffman
Sewer Authority Reappointment - Michael G. Husson
Zoning Hearing Board Reappointment - Steven R. Barkdoll

Passed with 5 ayes.

2013 RESOLUTIONS

Resolution 2013-01 The 2013 Fee Schedule - All Township Supervisors had questions and concerns about the proposed fee increases for the Township rental facilities. The following are the price changes of the Township rental facilities.

Dover Area Community Park Log House

\$50.00 resident / \$75.00 non-residents

Motion by M. Shermeyer and second by M. Menges to approve \$60.00 resident / \$90.00 non-resident fee for the Dover Area Community Park Log House. **Passed** with 3 ayes and

2 nays. Opposed by C. Richards and M. Husson.

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Brookside Park - Whole Park

\$400.00 residents / \$550.00 non-residents with Carousel

Motion by M. Menges and second by M. Husson to approve \$400.00 resident / \$550.00 non-resident with Carousel, fee for Brookside Park - Whole Park. **Passed** with 5 ayes.

Brookside Park - Carousel Building

\$250.00 residents / \$350.00 non-residents

Motion by M. Husson and second by C. Richards to approve \$250.00 residents / \$350.00 non-residents fee for Brookside Park - Carousel Building. **Passed** with 4 ayes and 1 nay. Opposed by M. Menges.

Brookside Park - Building #1 (Dance Hall)

\$125.00 residents / \$175.00 non-residents

Motion by C. Richards and second by M. Menges to approve \$125.00 residents / \$175.00 non-residents fee for Brookside Park - Building #1 (Dance Hall). **Passed** with 5 ayes.

Brookside Park - Building #2 (Large Kitchen)

\$75.00 residents / \$100.00 non-residents

Motion by C. Richards and second by M. Husson to approve \$75.00 residents / \$100.00 non-residents fee for Brookside Park - Building #2 (Large Kitchen). **Passed** with 5 ayes.

Lehr Unity Park Pavilion #1

\$60.00 residents / \$75.00 non-residents **with Kitchen**

\$30.00 residents / \$35.00 non-residents **without Kitchen**

Motion by M. Husson and second by C. Richards to approve \$30.00 residents/ \$35.00 non-residents fee for Lehr Unity Park Pavilion #1 without Kitchen. **Passed** with 4 ayes and 1 nay. Opposed by M. Menges.

Community Building - Whole Hall

\$400.00 residents / \$500.00 non-residents

Motion by M. Husson and second by C. Richards to approve \$400.00 residents / \$500.00 non-residents fee for the Community Building - Whole Hall. **Passed** with 4 ayes and 1 nay. Opposed by M. Menges.

Community Building - Small Hall

\$175.00 residents / \$275.00 non-residents

Motion by C. Richards and second by M. Shermeyer to approve \$175.00 residents / \$275.00 non-residents fee for the Community Building - Small Hall. **Passed** with 5 ayes.

Community Building - Large Hall

\$225.00 residents / \$325.00 non-residents

Motion by C. Richards second by M. Shermeyer to approve \$225.00 residents / \$325.00 non-residents fee for the Community Building - Large Hall. **Passed** with 5 ayes.

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The Board would like those who rent Brookside Park to be made aware and understand that if they do not rent the whole park, there may be other building rentals the same day.

The Board would like to see, renters be more accountable for damages made. They would like the tables to be inspected closer for damages, after each rental.

The Board recommended that there should be an annual review of recording fees for Stormwater Agreements and to adjust fees as necessary.

Resolution 2013-02 Appointment of York Adams Tax Bureau, of York, Pennsylvania, as Dover Township's Delinquent Tax Collector of Per Capita Taxes for the fiscal year of 2013 - Motion by M. Shermeyer to adopt and second by C. Richards to appoint York Adams Tax Bureau, of York, Pennsylvania, as Dover Township's delinquent tax collector of per capita taxes for 2013 by Resolution 2013-02. **Passed** with 5 ayes.

Resolution 2013-03 Ratifying and Confirming the Appointments to the Dover Township Zoning Hearing Board - Motion by M. Husson and second by M. Shermeyer to approve Resolution 2013-03 to ratify and confirm the appointments to the Dover Township Zoning Hearing Board. **Passed** with 5 ayes.

2013 MEETING SCHEDULE

Board of Supervisors - January 28; February 11 and 25; March 11 and 25; April 8 and 22; May 13 and 28; June 10 and 24; July 8 and 22; August 12 and 26; September 9 and 23; October 14 and 28; November 12 and 25; December 9, 2013, at 7:00 PM. The Board of Supervisors will hold a work session before each meeting to begin at 6:00 PM and will continue with a work session following the adjournment of each meeting as necessary at the Township Municipal Building. Notice will be posted at the Township Municipal Building if a meeting is canceled or rescheduled. Permission was granted to the Township Manager to cancel the first meeting of the month, if there is not a lot of business for the Board.

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 the November and December meetings which will be the 3rd Wednesday of the month - Wastewater Treatment Plant

Codes Enforcement Board - at the call of the Chairman

Industrial/Commercial Development Committee - at the call of the Liaison

Agricultural Security Committee - at the call of the Chairman

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Motion by M. Menges and second by C. Richards to approve the 2013 Meeting Schedule and various Boards, the Authority, and the Commission schedules for 2013. **Passed** with 5 ayes.

2013 TREASURER'S BOND

Motion by M. Shermeyer and second by M. Husson to establish the Treasurer's Bond for 2013 of \$1,000,000.00. **Passed** with 5 ayes.

VACANCY BOARD APPOINTMENT

Motion by M. Husson and second by M. Menges to appoint W. Michael Hoffman to be the Resident at Large on the Vacancy Board with the Board of Supervisors for 2013. **Passed** with 5 ayes.

2013 MEETING, CONVENTION, SEMINAR ATTENDANCE AUTHORIZATION

Motion by M. Husson and second by M. Shermeyer to approve authorization of the 2013 meetings, conventions, and seminars attendance by the Supervisors, Township Manager, Administrative Assistant, Secretary, Treasurer, and other designees. **Passed** with 5 ayes.

2013 STATE CONVENTION VOTING DELEGATE

Madelyn Shermeyer stated that by process of elimination she would be the Voting Delegate at the State Convention this year. Chair Love agreed to represent if she would be available. **Motion** by C. Richards and second by M. Menges to appoint M. Shermeyer as the Voting Delegate at the 2013 State Convention. **Passed** with 5 ayes.

Chair Love provided information on the Curbside Chat Program. The tour will be held on Wednesday, January 9th at the York County Heritage Trust, 250 E. Market St., from 7pm to 9pm.

Chair Love announced that the next meeting of the Dover Township Board of Supervisors is scheduled for Monday, January 28, 2013.

With no further business, Chair Love adjourned the reorganization meeting at 7:40 PM.

Respectfully submitted by:

Trena M. Hall, Township Assistant Secretary