

**DOVER TOWNSHIP
BOARD OF SUPERVISORS MEETING
MEETING MINUTES
JANUARY 9, 2017**

The Dover Township Board of Supervisors' Meeting for Monday, January 9, 2017, was called to order at 7:00 PM by Chairperson Stephen Stefanowicz in the Meeting Room of the Dover Township Municipal Building. Supervisors present were Stephen Stefanowicz, Matthew Menges, Stephen Parthree, Charles Richards and Robert Stone. Other Township Representatives in attendance were Laurel Oswalt, Township Manager; Michael Fleming, Township Public Works Director; Attorney Charles Rausch, Township Solicitor and Tiffany Strine, Township Secretary. There were three 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.

Chair Stefanowicz announced that prior to the start of the Board of Supervisors' Meeting this evening, a Work Session was held to discuss the township's 2017 borrowing options with Public Financial Management, Inc.

APPROVAL OF THE WORK SESSION MEETING MINUTES FOR DECEMBER 12, 2016

Motion by S. Parthree and seconded by R. Stone to approve the Work Session Meeting Minutes for December 12, 2016, as presented. **Passed** with 5 ayes

APPROVAL OF THE BOARD OF SUPERVISORS' MEETING MINUTES FOR DECEMBER 12, 2016

Motion by R. Stone and seconded by C. Richards to approve the Board of Supervisors' Meeting Minutes for December 12, 2016, as presented. **Passed** with 5 ayes

APPROVAL OF THE BOARD OF SUPERVISORS' REORGANIZATION MEETING MINUTES FOR JANUARY 3, 2017

Motion by S. Parthree and seconded by M. Menges to approve the Board of Supervisors' Reorganization Meeting Minutes for January 3, 2017, as presented. **Passed** with 5 ayes

TREASURER'S REPORT

Approval of Current Expenditures

Motion by C. Richards and seconded by M. Menges to approve the warrant total for January 9, 2017, in the amount of \$161,312.92 for 2016 expenditures, as presented. **Passed** with 5 ayes

Motion by C. Richards and seconded by M. Menges to approve the warrant total for January 9, 2017, in the amount of \$588,866.91, as presented. **Passed** with 5 ayes

PUBLIC COMMENT

Matthew Lamparter – 4090 Bull Road

Matthew Lamparter is a resident from 4090 Bull Road. Mr. Lamparter voiced concern regarding accident reporting within the intersection of Bull and Nursery Roads. Mr. Lamparter stated that he felt as though the data in the reports conflicted.

Mr. Michael Fleming; Township Public Works Director, stated that two reports from two different entities were received regarding this location. The York County Northern Regional Police Department provided an accident report stating that there were two (2) accidents within a three (3) year period within the intersection of Bull and Nursery Roads. The Pennsylvania Department of Transportation (PENNDOT) provided a report which listed the same two (2) accidents within a five (5) year period at this same location.

Mr. Lamparter asked the Board of Supervisors for any updates regarding resolve for the intersection of Bull and Nursery Road in which he feels there are safety concerns.

M. Menges stated that the Board had previously reviewed this intersection with the Township Engineer and after review, the Board had discussed the cost of the project. The Board collectively determined that the cost and arrangement of the priority level for this work was not high enough to warrant funding at this time. The Board must decide where the funds for suggested projects may fit within budget along with all other Township road way projects and maintenance.

Mr. Lamparter inquired with the Board as to their means for rectifying any damages done to Township residents personal properties due to traffic related matters.

M. Menges stated that it is his understanding that there is no indication that vehicles are traveling outside of the Right-of-Way for the road in this location.

Mr. Fleming stated that he visited the property to assess Mr. Lamparter's concern regarding damages to his personal property. Mr. Fleming suggested installing delineators to resolve the situation.

SOLICITOR'S REPORT by Township Solicitor Charles Rausch

Acceptance of Ordinance 2017-01 Reenacting and Amending the Dover Township Code of Ordinances Chapter 26, "Water, Sewer and Sewage Disposal" Part 3, "Wells"

Attorney Rausch presented the Board with the new Township well ordinance 2017-01 Reenacting and Amending the Dover Township Code of Ordinances Chapter 26, "Water, Sewer and Sewage Disposal" Part 3, "Wells" and is asking the Board for the authorization to approve the proposed well ordinance. The new ordinance contains the previously proposed amendments by Township Sewage Enforcement Officer, Bradley Hengst and authorized by the Board of

Supervisors. The new amendments are to isolation distances, geothermal bore holes and the appeal process. The new ordinance reenacts and amends the current Dover Township Code of Ordinances Chapter 26, "Water, Sewer and Sewage Disposal", Part 3, "Wells".

Motion by M. Menges and seconded by R. Stone to approve the proposed Township well ordinance 2017-01, reenacting and amending the Dover Township Code of Ordinances Chapter 26, "Water, Sewer and Sewage Disposal", Part 3, "Wells", as presented. **Passed** with 5 ayes

Discussion Regarding the Revised Trash Ordinance and Draft Bid Tabs

Attorney Rausch supplied an amended draft Ordinance involving the Solid Waste Chapter of the Code of Ordinances. A bid proposal form was constructed and presented for municipal waste and recycling collection containing various options.

Board Consensus was determined and it was collectively decided that the bid form was acceptable.

Motion by S. Parthree and seconded by C. Richards to approve to advertise the proposed draft Ordinance repealing and replacing the Dover Township Code of Ordinances, Chapter 20, "Solid Waste," Part I, "Municipal Collection and Disposal of Municipal Waste", as presented. **Passed** with 5 ayes

Review Updated Members 1st Federal Credit Union Agreement

Attorney Rausch supplied the final draft of the agreement by and among Members 1st Federal Credit Union, KPH Donwood, LLC and Dover Township. The newly amended and proposed agreement for approval now contains language specifying the reimbursement of all costs from outside agency approvals and details regarding surrounding sidewalk development.

Motion by M. Menges and seconded by R. Stone to accept and approve the agreement by and among Members 1st Federal Credit Union Agreement, KPH Donwood, LLC and Dover Township as presented. **Passed** with 5 ayes

MANAGER'S REPORT by Township Manager Laurel Oswalt

Approval of a New Lease Agreement with the Heritage Senior Center

Manager Oswalt informed the Board that the Heritage Senior Center is requesting a three (3) year term lease agreement renewal and authorization to have the new lease executed is requested.

Motion by S. Parthree and seconded by M. Menges to approve the new lease agreement with the Heritage Senior Center, as presented. **Passed** with 5 ayes

Approval to Advertise Mowing Service for 2017

Manager Oswalt informed the Board that the Township is requesting a one year agreement with the possibility of a one year extension for Township mowing services for 2017. This request is due to the impending garage project/recreation project and the potential impacts of these matters

on areas to be included in future mowing bids. The Township has requested a few bids for alternative properties to substitute into the contract in place of the Township building in an effort to have Township crews maintain areas near the building, avoiding the need to relocate equipment during the mowing season.

Motion by S. Parthree and seconded by R. Stone to approve to advertise for Township Mowing Service for 2017, as presented. **Passed** with 5 ayes

Resolution 2017-03 Authorizing the Implementation of Fees for a Tax Certification

As requested by Mrs. Keener, Resolution 2017-03 will establish a new rate for tax certifications in the 2018-2021 term.

Motion by M. Menges and seconded by R. Stone to approve Resolution 2017-03 authorizing the implementation of fees for a tax certification, as presented. **Passed** with 5 ayes

Resolution 2017-04 Authorizing the Compensation for the Tax Collector

As requested by Mrs. Keener, Resolution 2017-04 will establish a new rate of pay for the 2018-2021 term of office.

Motion by R. Stone and seconded by C. Richards to approve Resolution 2017-04 authorizing the compensation for the tax collector, as presented. **Passed** with 5 ayes

Acceptance of Robert Wright's Resignation from the Dover Township Industrial/Commercial Development Committee

Motion by S. Parthree and seconded by C. Richards to accept Robert Wright's resignation from the Dover Township Industrial/Commercial Development Committee, as presented. **Passed** with 5 ayes

Approval of Appointment of Darryl Wagner to the Dover Township Industrial/Commercial Development Committee

Motion by S. Parthree and seconded by C. Richards to approve the appointment of Darryl Wagner to the Dover Township Industrial/Commercial Development Committee, as presented. **Passed** with 5 ayes

Authorization to Reimburse the Demchiks' for the Penalty Paid to Dover Township on their 2016 Real Estate Taxes

Manager Oswald informed the Board that the Demchiks' contacted her regarding their displeasure with Mrs. Kristine Keener's tax collection process. The Demchiks' are requesting a refund of the penalty charged on the Township's portion of the real estate taxes in the amount of \$14.47.

Motion by C. Richards and seconded by S. Parthree to approve to authorize the reimbursement

to the Demchiks' for the penalty paid to Dover Township on their 2016 Real Estate taxes, as presented. **Passed** with 4 ayes 1 nay with opposition by M. Menges.

Approve Township Secretary to Execute a previously Township Board of Supervisors' Approved Detter Planning Module for 6000A Crone Road

Motion by C. Richards and seconded by S. Parthree to approve the Township Secretary to execute a previously Township Board of Supervisors' approved Detter Planning Module for 6000A Crone Road, as presented. **Passed** with 4 ayes 1 nay with opposition by M. Menges.

Approve the Road Right-Of-Way and Easement Agreement for 3691 Davidsburg Road for Wayne E. Latchaw, Jr. and Deborah A. Latchaw

Motion by M. Menges and seconded by C. Richards to approve the Road Right-of-Way and Easement Agreement for 3691 Davidsburg Road for Wayne E. Latchaw, Jr. and Deborah A. Latchaw, as presented. **Passed** with 5 ayes

OLD BUSINES

None to note.

COMMENTS FROM THE BOARD

None to note.

PUBLIC COMMENT

None to note.

With no further business, the meeting was adjourned by Chair Stefanowicz at 8:15 PM. The Board of Supervisors then entered an Executive Session regarding a personnel matter.

Respectfully submitted by: _____
Tiffany Strine, Recording Township Secretary