

**DOVER TOWNSHIP  
BOARD OF SUPERVISORS MEETING  
JANUARY 12, 2015**

The Dover Township Board of Supervisors regular meeting for January 12, 2015, was called to order at 7:16 PM by Chair Matthew Menges in the Meeting Room of the Dover Township Municipal Building. Supervisors present were Matthew Menges, Monica Love, Charles Richards, Stephen Stefanowicz, and Stephen Parthree. Other Township Representatives in attendance were Laurel Oswalt, Township Manager; Attorney Charles Rausch, Township Solicitor; Charles Farley, Township Public Works Director; and Trena Hall, Recording Secretary. There were many citizens in the audience from the work session. This meeting has been recorded for minute purposes only.

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

There was a work session before this meeting with a presentation from United Water.

**APPROVAL OF THE MEETING MINUTES FOR DECEMBER 8, 2014**

**Motion** by C. Richards and seconded by S. Stefanowicz to approve the meeting minutes for December 8, 2014, as presented. **Passed** with 5 ayes

**APPROVAL OF THE REORGANIZATION MEETING MINUTES FOR JANUARY 5, 2015**

**Motion** by M. Love and seconded by S. Parthree to approve the reorganization meeting minutes for January 5, 2015, as presented. **Passed** with 5 ayes

**TREASURER'S REPORT**

S. Stefanowicz questioned the large amount for the pension fund. This is for the police pension fund. C. Richards noted to the public, that the \$421,480.00 and the \$205,772.51 is the majority of the warrant which is paid to the Northern York County Regional Police.

**Motion** by C. Richards and seconded by M. Love to approve the warrant total for January 12, 2015, in the amount of \$796,322.23, as presented. **Passed** with 5 ayes

**PUBLIC COMMENT**

Not on the agenda

**Madelyn Shermeyer – 3771 Admire Road, Dover, PA** – Ms. Shermeyer wanted to make the Board aware that there is an agreement between the Township and the Dover Borough on the water and sewer. This is a different agreement on sewer from the other municipalities. She also noted that the residents present were not given the time to address concerns they have on this issue of privatizing the water and wastewater. She asked the Board to hold a special meeting to allow people the opportunity to address their concerns on this issue. Chair Menges responded

that tonight was only an informational meeting and is just the first step in determining if the Township will even want to move forward.

**Dave Thomas – 3315 Colby Lane, Dover, PA** – Mr. Thomas has been a resident of Dover for over 36 years. He questioned if United Water contacted the Board or if the Board contacted United Water to come and give this presentation. Chair Menges noted that the Board was contacted by United Water and the Board agreed to allow United Water to come and give the presentation. Mr. Thomas asked if there was a particular reason that United Water chose Dover Township over another area since there are not many contacts in this area. Chair Menges is not aware of any particular reason of why Dover Township was contacted. Mr. Thomas noted that United Water offers many services. He questioned if the Board will be putting an outline in the minutes of what exactly the Township is struggling with, what the Township has done in the past to finance these situations and what United Water can offer to help us address these situations. Residents are unaware and are now wondering if there are issues that should be addressed and if privatizing the systems is the right choice. Chair Menges announced that the Township has an aging but not failing infrastructure that needs to be addressed. The Township has been in the process of upgrading and maintaining our facilities and water main projects. Chair Menges noted his question, of if the Board plans to move forward, what are their next objectives. This should be referenced in the minutes. The Board will be in contact with residents and make sure they are aware of when meetings will be held and we can use the auto dialer to announce when the next meeting will be held to discuss this matter. Residents will be notified of each step as they progress and the results. Any solution that is reached does not have to be with United Water. This would need to be opened up to proposals. Mr. Thomas asked why the Board did not look at setting up objectives on this matter before they called in United Water to give a proposal. He asked if the Board is using this to hide other debts. Mr. Thomas noted that he believed that “The cart is a little bit ahead of the horse.” Chair Menges noted that the Board is looking at different options to help make upgrades towards roads, facilities, etc. As the Board moves forward on these decisions, some of which are greatly impacted by whether we provide water and sewer services or outsource them. Currently there are no financial or infrastructural problems. The Township may not even decide to make any changes to the ownership of the systems.

**Michael Husson – 1681 Park Street, Dover, PA** – Mr. Husson has been a sewer and water user for 40 years. Township upgrades outside of water and sewer should not be done with the funds that are brought in from United Water. Rate users will be charged even more money and well and septic users will not be affected. How is this fair? Will you adjust taxes on users and non-users? Think about these questions when choosing what to use the money for. It is fine to use this money for upgrades to the water and wastewater facilities. If you are using this money for roads, equipment, and building upgrades it is not fair that not all residents are paying for this. Mr. Husson reminded the Board that utilities are self-sustaining entities. Money that is going out for the employees’ salaries and improvements are coming from the rate users. Mr. Husson noted that the research he did, looking at rates from United Water, and from talking to York Water, rates will be high and United Water will charge rate payers for using meters, fire hydrants, etc. If rates are going to be increased when United Water would take over, why wouldn’t the Township just increase rates a little at a time now so the Township can make these needed improvements. Mr. Husson noted that this private sector is more worried about their

shareholders then their rate users. Again, Mr. Husson asked the Board to look hard because if they don't, the water and sewer payers will be the ones paying, not the whole Township.

**Larry Snook – Berkshire Lane, Dover, PA** – Mr. Snook is a water and sewer user and noted that it is unacceptable to compare the examples of Bayonne and Middletown to Dover Township. He asked how privatizing will benefit Dover Township and how this topic was even started. He also noted that this topic of discussion should be publicized and need competitive bids. Chair Menges noted that the Board is only becoming informed about how this type of program works. Mr. Snook recommended that there be an open round table meeting at a venue that would permit many residents to attend and hear the issues of the Township and the information presented to the Township. He noted that the Board needs to make a decision that should be done for the benefit of Dover Township and maybe put this on a ballot, in the newspaper or publicized somehow. He noted that we elect the Supervisors to manage our township, and we did not elect you to dispose of our assets, we elected you to manage them. An open referendum should be prepared. Mr. Snook noted that “United Water is in this for a profit.” If the Board wants to increase our bills and make a profit, then raise our taxes and put it towards other township needs.

Attorney Rausch clarified that the election code only allows certain issues to put on a referendum and Attorney Rausch is positive this is not an issue to be put on a ballot. This decision rests with your elected officials.

Chair Menges stated that the Board will ensure that the residents have plenty of opportunities to make their voices heard.

**Mike Pentz** – Mr. Pentz has been a resident of the Township nearly 70 years. He is not on public water and sewer. He noted that there is very little information publicized about the Board wanting to privatize the water and sewer systems, except for a small article in the paper. Mr. Pentz asked Mr. Menges if he was the member who sued the Township. He then asked if Mr. Menges benefited anything from doing that. Chair Menges noted that he did not. Mr. Pentz asked Chair Menges if he will benefit from anything with this privatization of the systems. Chair Menges noted that he will not. Mr. Pentz noted that he will take Chair Menges's word on that.

**Walt Kuhl** – Mr. Kuhl is the director at West Manchester Township Farmers Sportsman Association. He was questioning the proposed Zoning changes on the website, for outdoor ranges. He is concerned on the titling of Rifle Range, Pistol Range, Archery Trap and Skeet. He has questions on the backstops. He questioned how you would put a backstop on a skeet and trap range? An archery range is proposed to have an 8' high backstop and the association currently has a 30' high one that is rubber and not earthen. There are no alternatives for other backstops. He requested that the Board look at other guidelines, like the NRA guideline, and incorporate them into their considerations.

Attorney Rausch noted for Mr. Kuhl to put his concerns in writing and send them to the Township. Currently the amendments are being reviewed and by putting his concerns in writing would make his concerns much easier to address. Mr. Kuhl noted that he will send his concerns to M. Love.

**SOLICITOR'S REPORT by Attorney Charles Rausch**

**Approve Ordinance 2015-01 to Participate in PSATS Unemployment Compensation Group Trust** – The purpose of this ordinance is to update the cost agreement. A better rate is received for the unemployment compensation by grouping all of the municipalities together. The agreement was restated with some administrative changes granting the members of the trust to elect the trustees and increase the number of trustees from 3 to 5. The ordinance has been advertised for adoption and is ready to be approved.

**Motion** by M. Love and seconded by C. Richards to approve ordinance 2015-01 to participate in PSATS Unemployment Compensation Group Trust, as presented. **Passed** with 5 ayes

York County Planning Commission will be providing their proposed zoning recommendations after January 26, 2015. The Board can then decide if further changes are needed.

The Oak Hill Lane ordinance has been advertised. There will be a public hearing on January 26, 2015, which is required under the Second Class Township code, and if the Board is ready the ordinance can be adopted that night.

M. Love noted that if the Zoning Ordinance would require changes to the shooting range section, the plans would need to go back to the Planning Commission for review again. The current plans are at York County Planning Commission. Attorney Rausch noted that the ordinance could be adopted and then an amendment can be made.

**MANAGER'S REPORT by Manager Laurel Oswalt**

**Approve Resolution 2015-04 Authorizing the Appointment of Deputy Tax Collector** – Regulations were passed requiring that all municipalities must name a Deputy Tax Collector in the event the tax collector is unable to perform their duties. The Deputy Tax Collector needs to have the required certifications. Dover Township will be naming Manchester Township's Tax Collector as our Deputy Tax Collector.

**Motion** by S. Stefanowicz and seconded by S. Parthree to approve resolution 2015-04 authorizing the appointment of a Deputy Tax Collector, as presented. **Passed** with 5 ayes

**Discussion of Janitorial Bids** – The current three year contract is up for renewal at the end of June 2015. Since this is maintenance related, a request for proposal can be done. Manager Oswalt asked if she should check with the current company about extending the contract. Manager Oswalt has not heard many negative comments on the current services.

Board Consensus was to look into extending the contract.

Manager Oswalt noted that an executive session is needed after the board meeting.

**PUBLIC WORKS DIRECTOR'S REPORT by Charles Farley**

M. Love asked if the property owners on Fox Run Road were notified. Mr. Farley noted that a certified letter was sent and there has been no response. C. Richards was glad to see recommendations were given for slowing down traffic.

## **OLD BUSINESS**

C. Richards questioned the resignation of Chuck DeLauter, EMA director and his assistant. M. Love noted that there has been no feedback on filling their positions.

## **COMMENTS/NEW BUSINESS FROM BOARD OF SUPERVISORS**

M. Love wanted to make sure everyone got a copy of the Fire Department's report for 2014. She commended them for the great job they have done. She noted that the board should stop by and see the improvements they have done to the building at their expense. M. Love strongly suggested that the Board should have NIMS training so the Board would be prepared as a Township if called upon in an emergency. The County can perform this and Manager Oswalt noted that Wayne Latchaw is able to conduct a training session with the students.

C. Richards noted that the public work employees have done a great job on salting and plowing the roads. This takes a considerable amount of time and time away from their families. He thanked the staff for their time.

Chair Menges asked for the Board members to give their suggestions on issues to be accomplished for the year 2015.

C. Richards would like to see the Master Plan formulated with the property at the golf course. He would like to see all equipment under roof.

S. Parthree is looking at what is best for the Township and would like to see the issue of the water and sewer put to rest. He would like to see an emphasis for commercial development on the golf course property.

S. Stefanowicz would like to see the Township have a value or goal statement. Chair Menges asked the Board if they would like more of a value statement or a mission statement as a "rebranding" of the Township's image. S. Stefanowicz suggested "Make decisions to improve resident and business environment, that everybody thinks about that, all of the time, for now and in the future." He noted that we need to treat our residents and businesses as customers because we exist because of our customers. M. Love noted that the Township does have an organizational philosophy, a management philosophy, and a statement of purpose, which is all in the employee manual. All employees are given this and should be abiding by this. M. Love noted that this should be shared and communicated to the public. Manager Oswalt noted that the facility master plan, when designed, had a priorities plan component with short and long term goal/objectives established and a vision statement was developed. Last year, Manager Oswalt collected information from staff, on where the Township is with the short and long term goals. She is working on an update to share with the Board.

M. Love agrees on the maintenance plan for the golf course and all of the facilities in the Township. The discussion of privatizing the water and sewer cannot stop the Board from planning for the future. M. Love noted that the Township cannot afford to sell off our trucks, generators, trailers, etc. because they are items that are used in many other areas of the Township for plowing, maintenance, emergencies, etc. Chair Menges stated that he still has the unresolved question of snow removal. Another goal is to add a frequently asked questions and comments to our website. Manager Oswalt noted that staff is already working on this. M. Love also

suggested adding an alert section to the home page. She also suggested that the Board take MPC training in land development and zoning issues.

Chair Menges noted that most of his priorities were already discussed. He would like to see the Board become a role model on leading the Township employees to function more as a team.

COMMENTS FROM PUBLIC PRESENT

No comments

With no further business, the meeting was adjourned by Chair Menges at 8:15 PM, continuing into an executive session on personnel issues and contract negotiations.

Respectfully submitted by: \_\_\_\_\_  
Trena M. Hall, Township Secretary