

**DOVER TOWNSHIP
BOARD OF SUPERVISORS MEETING
January 23, 2012**

The Dover Township Board of Supervisors regular meeting for Monday, January 23, 2012 was called to order at 7:05 PM by Chairwoman Shermeyer in the Meeting Room of the Dover Township Municipal Building. Supervisors present were Chair Madelyn Shermeyer, Monica Love, Michael Husson, Charles Richards, and Matthew Menges. Other Township Representatives in attendance were Laurel Wilson, Township Manager; Atty. Charles Rausch, Township Solicitor; Terry Myers, Township Engineer; Karen Wilson, C. S. Davidson; Georgia Sprenkel, Zoning Officer; Kristal Kennedy, Recreation Director; Charles Farley, Public Works Director; and Dawn Slegel, Recording Secretary. There were 12 citizens seated in the audience. This meeting has been recorded for minute purposes only.

Chair Shermeyer announced that there was a work session held at 6:00 PM where the Board reviewed and discussed the facilities master plan.

Chair Shermeyer requested a moment of silence and remembrance for all those who stand in harm's way and their families, followed by the reciting of the Pledge of Allegiance.

APPROVAL OF WORK SESSION MINUTES FOR JANUARY 9, 2012

Motion by M. Husson and second by M. Love to approve the work session minutes for January 9, 2012 as presented. **Passed** with 5 ayes.

APPROVAL OF MEETING MINUTES FOR JANUARY 9, 2012

Motion by M. Menges and second by M. Love to approve the meeting minutes for January 9, 2012 as presented. **Passed** with 5 ayes.

TREASURER'S REPORT

Chair Shermeyer reported the warrant total for January 23, 2012 was in the amount of \$308,142.15.

Supervisor Husson questioned the purchase of two I Pads for the Fire Department in the amount of \$1,419.96 and whether that appeared in their 2012 budget.

Fire Chief Faust responded that it came out of the Fire Budget under Communications for Small Equipment. They will be used in the command vehicle for digital mapping and allows the use of the Internet to access the weather forecast report, plus obtaining satellite imaging for residences. The second I Pad will be given to the Fire Marshal to complete his fire inspection reports onsite. The I Pads were cheaper than the purchase of two portable computers.

Supervisor Husson recommended that for future reference, Chief Faust pull these specialty/more expensive type items out and list them as noted line items under their appropriate category in the budget.

Motion by M. Love and second by C. Richards to approve the warrant total for January 9, 2012 in the amount of \$308,142.15 as presented. **Passed** with 5 ayes.

PUBLIC COMMENT PERIOD

Listed on the Agenda

Tammy Gross, 2890 Admire Road, Northwoods Girls Scouts - Permission for Overnight Stay at Brookside Park 6/27 to 6/28/2012 - Ms. Gross requested permission to have a sleepover at Brookside Park for Girl Scouts in fourth grade and older during their day camp week on the Wednesday evening of the last week in June. The Girl Scouts have their own liability insurance. Northern York County Regional Police will also be patrolling the park that evening.

Board Consensus was granted to allow the Girl Scouts to have their sleepover at Brookside Park as requested.

The Recreation Director questioned approval from the Board for future overnights in the Park or whether she would be able to authorize that permission.

Chair Shermeyer replied that the Ordinance states that special permission must be granted by the Board.

There weren't any further comments from the public at this time.

ZONING OFFICER'S REPORT by Georgia Sprenkel

Gov. George Leader - Waiver Request of Land Development Plan for Addition to Providence Place - Mr. Myers reported that he could work with the waiver, but that the stormwater management and MS4 regulations will have to be met. As long as they can provide enough information that Mr. Myers, the Zoning Officer, and the Staff can determine all the zoning requirements are in compliance, he does not have a problem with them not running through the full land development process.

Motion by M. Love and second by M. Shermeyer to grant the waiver of the land development plan for the addition to Providence Place. **DISCUSSION** - Mr. Myers stated that they will be supplying the information so it can be determined that all of the zoning requirements have been met.

Passed with 4 ayes and 1 nay with opposition by M. Menges.

Atty. Robert Katherman - Terra Vista Rezoning Request from R1 to R3 - Atty. Katherman explained that the rezoning which was adopted in 2011 changed the Terra Vista property from R3 to R1 and made the homes to be constructed under their plan nonconformities diminishing their marketability. He noted that the Terra Vista developers are looking for some relief. He is hoping that the Board will consider changing it back to R3. He also recommended creating a middle status between the Residential Zones, R1 and R3.

Board Consensus was to allow the Township Solicitor and the Township Engineer to work with Atty. Katherman to develop a new residential classification somewhere between the R1 and R3 for the Terra Vista Development.

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Mr. Myers clarified that the Board wants Terra Vista Development to be able to develop their existing plan and not be rezoned back to R3.

Chair Shermeyer asked that the Board be presented with viable options pertaining to this property, perhaps reviewing the previous R2 Zone.

Atty. Robert Katherman & Thomas Godfrey - Concept Plan for Proposed Multi-Family Development on North Side of Existing Dovertowne Apartments - Atty. Katherman reported that the property was changed during the zoning map amendments from Agriculture to R4. Belmont Associates are proposing the built-out phasing to span over a twelve to fourteen year timeframe of the addition to the existing Dovertowne Apartment Complex. Their plan includes the Township's vision to build a portion of roadway which is to become a bypass around the Dover Square. This plan would complete about a quarter of the loop around the square. They inquired whether the Township liked this concept and proposed giving money instead of land for their recreational fees.

Mr. Godfrey added that this property consists of 53 ½ acres. This plan is shown with 30 buildings which totals 360 units. The site contains an existing gas pipeline and a water main along the southern end. There is one road for public dedication off of which are private access drives to the apartment buildings.

Chair Shermeyer suggested that the road owned by Jim & Nena's Pizza be used as an access to the apartments. She was unsure as to who actually owned that property. She does know that this road is neither owned by the Township nor the Borough.

Atty. Katherman stated that they were willing to explore that possibility. The connection at the northern end of Route 74 could be accomplished with an easement from the church and a knock-down emergency gate. They would also consider the purchase of any property along that northern corridor of Route 74 to develop an access road in and out of the apartment complex.

Supervisors Shermeyer and Love agreed with the road concept plan presented since it complies with the Township's Comprehensive Plan.

ENGINEER'S REPORT by Terry Myers

Approval of Contract Change Order No. 1 Contract Time Extension from ASCOM, Inc. - Mr. Myers reported that the change order extends the contract time eighty seven days to extend the time to December 2, 2011 which is the substantial completion date. There is no change in cost with this change order.

Motion by M. Menges and second by M. Love to approve Contract Change Order No. 1 to extend the contract to December 2, 2011 for ASCOM, Inc. **Passed** with 5 ayes.

Approval of Application for Payment No. 3 (Final) to ASCOM, Inc. in the Amount of \$2,194.10 for Electrical Work at Carousel Building - Mr. Myers reported that the original contract price was \$41,882.50 and paid \$39,687.90 to date. Therefore, ASCOM is due the balance of \$2,194.10 with no retainage.

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Motion by M. Husson and second by C. Richards to approve Application for Payment No. 3 (Final) to ASCOM, Inc. in the amount of \$2,194.10. **Passed** with 5 ayes.

Approval of Contract Change Order No. 2 in the Amount of \$6,313.00 to Poole Construction for Carousel Building - Mr. Myers reported that Contract Change Order No. 2 to Poole Construction contains the additional cost for wall spackling and interior painting.

Mr. Anthony of Poole Construction stated that cement board was chosen because it is a more durable product for public use. The cement board is not considered a finished product. The Recreation Director did not feel it would be acceptable without spackling the screws. This was necessary to make the appearance of the walls look more presentable.

Motion by M. Love and second by C. Richards to approve Contract Change Order No. 2 an increase of \$6,313.00 to Poole Construction. **Passed** with 4 ayes and 1 nay with opposition by M. Husson.

Mr. Anthony apologized that the project has not been completed. Poole will provide heat to the inside of the building in order to finish painting the interior roof decking. The exterior painting will have to wait for warmer weather.

Approval of Application for Payment No. 6 to Poole Construction in the Amount of \$3,693.70 for Carousel Building Construction - Mr. Myers reported that a payment to Poole Construction is due in the amount of \$21,592.35 with 5% retainage, the net amount to approve is \$3,693.70.

Mr. Myers noted that Change Order No. 2 was not included with this payment because the change order work has not been entirely completed.

Motion by M. Love and second by M. Husson to approve Application for Payment No. 6 to Poole Construction in the amount of \$3,693.70. **Passed** with 5 ayes.

Carousel Building Discussion - Mr. Myers explained that three options have been presented for the brick patio layout with landscaping around the Carousel Building. Two areas on either side of the front of the Carousel Building will be filled in with brick and landscaping areas were added to achieve a separation from any vehicular traffic.

Mrs. Kennedy commented that the grading is steep toward Building No. 2 and proposed the landscaping be developed into a rain garden.

Chair Shermeyer expressed concern with the maintenance of all of the landscaping areas due to the limited parks' crew.

Board Consensus was to authorize the third option which has been included with the minutes for clarification purposes.

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George Street Road Closure Extension Request - Mr. Myers updated the Board on the George Street Culvert Project noting that the contractor has just now begun the work. They requested an extension for the road closure of George Street until February 17, 2012 at which time the road will be reopened to vehicular traffic.

Motion by M. Love and second by C. Richards to authorize the road closure of George Street until February 17, 2012. **Passed** with 5 ayes.

Discussion was continued on the selection of cabinets and countertops for the kitchen area of the Carousel Building. Mrs. Kennedy provided the Board with two cabinet wood grain samples and several sample countertop materials. Quotes were obtained from John H. Myers for the cost of cabinets with countertops. Option No. 1 consists of only cabinets and countertop underneath the window side of the kitchen area and only countertop on the opposite side of the kitchen. Option No. 2 contains cabinets and countertops on both sides of the kitchen. There are no overhead cabinets being installed. Option No. 1 with installation totals \$4,705.85. Option No. 2 with installation totals \$5,792.75.

Board Consensus was to choose the light wood grain cabinets with the dark colored countertop and authorize the installation of Option No. 2.

Mrs. Kennedy reported that the Carousel Building holds 200 people. She needs to purchase twelve additional round tables and two carts in the amount of \$4,100 from the Recreation Budget in place of the purchase of a movie projector which was removed from the budget.

MANAGER'S REPORT by Laurel Wilson

Appointment of David H. Faust as Dover Township Emergency Management Coordinator - **Motion** by M. Love and second by M. Husson to appoint David H. Faust as the Dover Township Emergency Management Coordinator. **Passed** with 5 ayes.

Authorization to Advertise the Bids for the Municipal Waste and Recycling Collection - Supervisor Husson questioned the exemption of mobile home parks from mandatory municipal waste collection.

Manager Wilson noted that the two large mobile home parks are included, but maybe the smaller parks use commercial dumpsters which may be a savings to them. Atty. Rausch had reviewed the bid proposal and made some minor changes. He also added an escalator clause to the disposal definition to afford the contractor the opportunity to increase their billing should the Solid Waste Authority raise the tipping fees during the duration of the contract.

Supervisor Love mentioned the narrowness of the private roads in the smaller mobile home parks.

Manager Wilson expressed concern over the existing garbage contracts of the mobile home parks.

Supervisor Love suggested that each mobile home park be added into the municipal contract as their garbage contract expires.

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Supervisor Menges commented that the bid should include 250 additional waste and recycling customers according to Chief Faust's records of the existing number of mobile homes in Llewellyn's, Reisinger's, and Delbrook.

Motion by M. Menges and second by M. Husson to authorize the advertisement of the bids for municipal waste and recycling collection removing the exemption for all mobile home parks and including each mobile home park to the municipal waste contract as their existing garbage contract expires. **Passed** with 4 ayes and 1 nay with opposition by M. Shermeyer.

Discussion on Whether to Support Property Tax Reform - Manager Wilson addressed the letter sent by Commission Steve Chronister requesting support from municipalities on working to reform property tax in York County.

Board Consensus was to direct the Township Manager to write a letter on official letterhead supporting property tax reform in York County on behalf of the Dover Township Board of Supervisors.

Union Contract 180 Day Extension - Manager Wilson reported that the two parties are headed to Fact Finding in order to resolve the stalemate. She presented the request from the Union to extend the contract 180 days with retroactive pay.

The Board agreed that they did not concur with the retroactive pay for the length of the unsigned contract.

Motion by M. Menges and second by M. Love to not sign the Union Contract Extension as presented. **Passed** with 5 ayes.

Dover High School GIS Intern - Manager Wilson reported that a senior on the diversified occupation program at the Dover Area High School is seeking a GIS internship from February to the end of the school year in May. He would work during the afternoons with Nathan Stone, the GIS Specialist. This internship would be an unpaid position.

Board Consensus was to authorize the GIS intern from Dover Area High School to work at Dover Township with Nathan Stone from February to May, 2012.

SOLICITOR'S REPORT by Atty. Rausch

Atty. Rausch requested an executive session to discuss potential land acquisition.

OLD BUSINESS

There wasn't any old business at this time.

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COMMENTS/NEW BUSINESS FROM THE BOARD OF SUPERVISORS

Supervisor Menges reported on the Police Commissioners January Meeting. Their annual report should be ready soon. Chief Bentzel reported that there was a significant increase in burglaries this past year up from 100 to 140. The other statistics remained average.

Chair Shermeyer requested permission for the Dover Township Volunteer Fire Department to take a fire engine and six fire personnel to the Ronald McDonald House in Hershey to distribute fire helmets and take photographs with the children there in association with Helping Hands Across the Nation. This fundraiser is being organized now and will be held sometime during the summer.

Board Consensus was to allow the Dover Township Volunteer Fire Department to use a fire engine and staff to make the trip to the Ronald McDonald House contingent on providing adequate fire apparatus and staff to cover the fire calls in the Township.

Chair Shermeyer remarked about the notoriety of the Dover Township Fire Department's commendable reputation of being professionally trained in handling garden style apartment fire situations as was acknowledged by the instructor at a York County training session. She also commented that Dover Township has the highest trained volunteer fire department in the County.

COMMENTS FROM THE PUBLIC PRESENT

There weren't any further comments from the public at this time.

Chair Shermeyer adjourned the meeting at 8:49 PM into an executive session as requested by the Township Solicitor.

Respectfully submitted by:

Dawn D. Slegel, Township Secretary

