The Dover Township Board of Supervisors regular meeting for Monday, February 13, 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; Charles Farley, Public Works Director; and Dawn Slegel, Recording Secretary. L. Gordon Walker of Public Financial Management, Inc. was also present. There were 7 citizens seated in the audience. This meeting has been recorded for minute purposes only.

An announcement was made that a work session was held at 6:00 PM this evening regarding a mowing proposal for the 2013 Budget and also an executive session on potential litigation of the trash contract and two personnel matters.

A moment of silence was requested for remembrance of those who stand in harm’s way and their families, followed by the reciting of the Pledge of Allegiance to the Flag.

APPROVAL OF WORK SESSION MINUTES FOR JANUARY 23, 2012  
Motion by M. Love and second by M. Menges to approve the work session minutes for January 23, 2012 as presented. Passed with 5 ayes.

APPROVAL OF MEETING MINUTES FOR JANUARY 23, 2012  
Motion by M. Husson and second by C. Richards to approve the meeting minutes for January 23, 2012 as presented. Passed with 5 ayes.

TREASURER’S REPORT  
Motion by M. Husson and second by C. Richards to approve the warrant total for February 6, 2012 in the amount of $121,504.37 as presented. Passed with 5 ayes.

An inquiry on the February 23 Warrant was made concerning the radio repair referred to in the David Hoffnagle invoice.

The Manager reported that the repair to the radio was EMA related and it can be expended from the Fire Budget.

The Fire Chief added that the Township radio at the EMA Center was updated to enable Township Public Works employees to communicate with other Public Works employees in an emergency.

Motion by M. Menges and second by M. Husson to approve the warrant total for February 13, 2012 in the amount of $185,121.12. Passed with 5 ayes.
PUBLIC COMMENT PERIOD

Listed on the Agenda
Sharon Hurd, 4280 Nursery Road - Shed Building Permit and MS4 Requirements - Mr. & Mrs. Hurd were present to dispute the stormwater management requirements for the construction of a 32' x 20' storage shed on their property. They provided photographs of their property. Mrs. Hurd indicated that they have adequate land for stormwater runoff and her mother also owns the neighboring farm.

A Supervisor commented that the steep slope greater than 5% contributed to the cause of the problem. The downspouts on the shed concentrate the water and will produce ground erosion. The Township Solicitor was asked whether the Board of Supervisors would be allowed to waive the requirements of the Stormwater Management Ordinance.

The Solicitor could not recall the language referenced in the Ordinance and referred the question to the Public Works Director, who responded that seepage trenches were another option.

The Chair indicated that the Board would be addressing amendments to this Ordinance in June.

Mrs. Hurd stated that they would withdraw their building permit application and would apply again in June.

Not Listed on the Agenda
Donna Ruppert and Amy Sauders, Township Residents, commented on the SPCA’s proposed ordinance dealing with the tethering of dogs to be discussed later on the agenda. They both provide safe shelters for their dogs no matter of the outside temperature with insulated dog houses, constant fresh water, ample food, and that their animals were properly cared for. Their concern was that certain dogs are not bred to be indoors. Mrs. Ruppert does not believe that Dover Township needs to adopt an ordinance because the State already has a dog ordinance for this purpose.

Paul Neiman, 1460 Butter Road, inquired why Butter Road is not listed in the Township Newsletter as a snow emergency route. He noted that the snow emergency route signs are still posted on Butter Road and showed photographs of them to the Board.

The Manager reported that Butter Road is a snow emergency route according to the Township Code of Ordinances. This road was just missed in the newsletter article and it would be corrected in next year’s article.

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

SOLICITOR’S REPORT by Atty. Rausch
Zoning Text Amendment - Comments were received and approval passed from York County Planning Commission on the text amendment pertaining to the buffer area of a drive through in the Commercial Zoning District.
Board Consensus was to proceed with the adoption process for the proposed zoning ordinance amendment.

Meeting with Terra Vista Attorneys - The Solicitor and the Township Engineer met with the attorneys for the Terra Vista Development to review viable options on rezoning the property. The consensus was that creating a new intermediate residential zone would be time consuming and affect other tracts within Dover Township. The Terra Vista property consists of two parcels located on the north and south sides of Davidsburg Road. Currently, there is a plan for duplexes to be built on both tracts. The southern portion is surrounded by the R1 District and the northern portion is adjacent to the R3 District. One option was proposed to rezone the northern section to R3 and have the southern section to remain R1. The Developer of Terra Vista will still be responsible for extending the Admire Road. The Solicitor and the Township Engineer will be preparing a report for the next meeting.

It was strongly advised that the R1 portion of Terra Vista only have an access on to the Admire Road.

The Board’s choices as determined by the Solicitor would be to either leave Terra Vista nonconforming, compromise with the R1/R3 proposal, or make the R3 Zone more restrictive.

MANAGER’S REPORT by Laurel Wilson
Summary of Bank Proposals by L. Gordon Walker - Mr. Walker distributed handouts which contained a comparison of bond issues versus bank loans. Bond rates have declined dramatically in the last year. Seven bank proposals were received. From Mr. Walker’s perspective, Metro Bank and PNC Bank submitted the best proposals. The latest method for obtaining competitive bids from underwriters is by holding an internet auction which he recommended the Township try.

Motion by M. Love and second by M. Shermeyer to approve a bond issue for a length of fifteen years. Passed with 4 ayes and 1 nay with opposition by M. Menges.

The Bond issue schedule as reviewed by Mr. Walker would consist of holding the closing prior to May 15 in order to pay off the 2004 bond issue and adopting the Ordinance no later than April 15.

A final decision on the amount of money to be borrowed will be determined at the February 27th meeting.

Mr. Walker will begin soliciting proposals for a paying agent.

Approval for Tri-Town Improvements by Tri-Town Boys Club - The Manager received a letter from the Tri-Town Boys Club requesting approval of their projects for 2012 which include: hooking up the snack bar to the public sewer system; making repairs to the announcer’s tower; and hauling in soil to fill in low spots on the practice and game fields and seeding them. These project will all be funded by the organization.
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Motion by M. Menges and second by C. Richards to approve the 2012 projects as proposed by the Tri-Town Boys Club. Passed with 5 ayes.

Ms. Grove, President of Tri-Town Boys Club, inquired as to whether the Board needed to review the proposals for the sewer line installation.

She was informed by the Manager that the Township did not need to see the proposals, but was reminded that Tri-Town must apply for the appropriate permits.

Carousel Building Kitchen Cabinet and Countertop Selections - Four additional choices were presented by the Manager for the kitchen countertops in the Carousel Building.

Motion by M. Menges and second by C. Richards to select the countertop laminate called Varnished Crayon. Passed with 5 ayes.

Resolution 2012-04 To Exonerate Kristine B. Keener of the Uncollectible Per Capita Taxes for 2011-Motion by M. Husson and second by M. Love to approve Resolution 2012-04 to exonerate Kristine B. Keener of the uncollectible Per Capita Taxes for 2011. Passed with 5 ayes.

Authorization to Add the York County Advanced Technical Rescue Team as an Automatic Dispatch to All Special Rescue Responses in Dover Township - It has been recommended by York County Emergency Management 911, via a letter, that the York County Advanced Technical Rescue Team be automatically dispatched for all special rescue responses.

Motion by M. Husson and second by M. Love to authorize the addition of the York County Advanced Technical Rescue Team as an automatic dispatch to all special rescue responses in Dover Township. DISCUSSION as to whether the Township Fire Department could not be trained to handle these situations.

The Fire Chief replied that most of the team consists of Dover Township Fire Department Volunteers. York County ATR Team was always on stand-by and reclassifying them to automatic dispatch will result in a quicker response to the scene.

Passed with 5 ayes.

Authorization to Advertise Bids for Janitorial Service - The Janitorial bids will be due by June, 2012.

A question was raised regarding the janitor’s weekly schedule at the Community Building to clean the stoves which should be cleaned by the renters after each rentals.

It was explained by the Manager that this task was for the janitorial person to clean on a weekly basis regardless of the scheduled rentals. The Parks Caretaker has the responsibility of checking after each
rental to determine whether that job was performed adequately. If it was not, the janitor is called to properly clean the area.

**Motion** by M. Love and second by M. Huss to authorize the advertisement of bids for the janitorial service. **Passed** with 5 ayes.

**Discussion on SPCA’s Proposed Dog Tethering Ordinance** - The issue was discussed by the Board. They determined that the State Dog Law and the Animal Cruelty Law could sufficiently address this problem. It was noted that guard dogs, work dogs, farm dogs and certain cold weather breeds were not taken into consideration in this ordinance. Further, the definition of tethering was rather vague.

**Board Consensus** was not to support adopting the dog tethering ordinance as proposed by the SPCA.

**Approval of the Sewer System Flow Metering Service Contract with Buchart-Horn, Inc.** - This item has been budgeted and the cost will be shared by the joint municipalities. The contract establishes a three year commitment and is based on the purchase of ten flow meters pro-rated over the length of the contract. The Wastewater Treatment Staff has been satisfied with Buchart-Horn’s service through their previous contract. This contract is completely separate from the engineering service they provide for the Sewer Authority. It was discussed that perhaps the Sewer Authority may want to seek Request for Qualifications from other engineering firms in the future.

**Motion** by M. Husson and second by M. Love to approve the sewer system flow metering service contract with Buchart-Horn, Inc. **Passed** with 5 ayes.

**Approval of Members First’s Request for Installation of a Deduct Meter & Commercial EDU Policy** - Since the sewer usage is based on the water usage for commercial utility rates, Members First has requested the use of a deduct meter to allow for landscaping irrigation water use not flowing into the sewer to be subtracted from their sewer bill.

**Board Consensus** was in favor of implementing a policy for commercial water and sewer EDUs and specifying the use of deduct meters.

The Board directed the Township Solicitor to prepare a resolution to establish a commercial EDU policy.

**Stormwater Management Permit Policy Regarding Recording Agreements** - The Township Solicitor indicated that this is another situation in which a policy should be established of when an agreement should be recorded.

**Board Consensus** was to have the Township Solicitor draft a resolution for a policy on recording agreements for stormwater management permits.
Judge of Elections Opening - The Manager announced that District No. 1 in Dover Township needs a Judge of Elections. A notification was received by the Director of the Elections from Voters Registration. Anyone interested may check the Township website for the posting.

Trash Contract - The Pre-Bid Meeting resulted in two issues requiring the Board’s guidance. A request was made for additional time of three to six months to implement the recycling incentive program.

The Board was agreeable to allowing a six month window after the award to begin the new recycling incentive program.

The other issue pertained to a waiver request for a local office to be located within twenty miles of the Township. This requirement would eliminate Waste Management from bidding because their closest offices are located in Camp Hill and Lancaster. A waiver was granted by the Board as long as a toll free number is available to the Township residents.

The Manager provided the trash contract information gathered regarding the mobile home parks trash collection in Dover Township.

Motion by M. Love and second by M. Shermeyer to exempt the mobile home parks out of the 2012-2017 trash contract and review for the next contract. Passed with 3 ayes and 2 nays with the opposition by M. Husson and M. Menges.

OLD BUSINESS
A question was asked by a Supervisor whether the Board would be addressing the Sewage Enforcement Officer issue.

The response by the Chair was that it would be discussed at a later date.

COMMENTS/NEW BUSINESS FROM THE BOARD OF SUPERVISORS
Chair Shermeyer commented on moving the Dover Doug Prognostication to Brookside Park because of the heavy traffic on West Canal Road during the morning commute to work and school.

The Manager suggested moving the event to the golf course property because there could be a parking problem at Brookside Park during the winter season.

Chair Shermeyer recommended that the appropriate Township Staff participate in the webinar on converting wastewater to bio-gas. She will be sending the link to the Public Works Director.

Chair Shermeyer announced that there is a vacancy as an alternate for Region 3 on the YAMPO Transportation Coalition which meets at Rabbit Transit in York.

Supervisor Menges spoke with State Representative Seth Grove on extending State Route 116 to realign and upgrade South Salem Church Road to West Canal Road for mapping purposes.
Supervisor Richards suggested also extending State Route 921 (Canal Road) which ends at the Square in Dover Borough and continue it west through Dover Township.

Supervisor Love reported that PennDOT will be closing the South Salem Church Road Bridge beginning February 21, 2012 for an undefined amount of time.

Supervisor Love also remarked that nothing has been done to fix the lights at Pro-Pallet and she is receiving complaints from neighbors.

Supervisor Richards thanked all the people and employees who helped and volunteered their time at the Dover Doug Event.

**COMMENTS FROM THE PUBLIC PRESENT**
There weren’t any further comments from the public at this time.

Chair Shermeyer adjourned the meeting at 10:28 PM.

Respectfully submitted by: ____________________________
Dawn D. Slegel, Township Secretary