

**DOVER TOWNSHIP
BOARD OF SUPERVISORS MEETING
MINUTES
FEBRUARY 27, 2017**

The Dover Township Board of Supervisors' Meeting for Monday, February 27, 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, Charles Richards and Robert Stone. Supervisor Stephen Parthree was absent with prior notice. Other Township Representatives in attendance were Laurel Oswalt, Township Manager; Michael Fleming, Township Public Works Director; Georgia Sprenkle, Township Zoning Officer; Attorney Peter Halderman, Blakey, Yost, Bupp and Rausch, LLP; Terry Myers, Township Engineer; Cory McCoy, C.S. Davidson and Tiffany Strine, Township Secretary. There were two citizens present. This meeting is being recorded for the purpose of minutes only.

Chairman Stefanowicz stated that a work session was held prior to the beginning of this evening's Board meeting for the purposes of discussing Dover Towne Apartments and Dover Area School District working with Township assistance for the possibility of creating a northern extension of Intermediate Avenue.

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

**APPROVAL OF THE BOARD OF SUPERVISORS' MEETING MINUTES FOR
FEBRUARY 13, 2017**

Motion by R. Stone and seconded by C. Richards to approve the Board of Supervisors' Meeting Minutes for February 13, 2017, as presented. **Passed** with 4 ayes

TREASURER'S REPORT

Approval of Current Expenditures

Motion by R. Stone and seconded by M. Menges to approve the warrant total for February 27, 2017, in the amount of \$280,578.40, as presented. **Passed** with 4 ayes

PUBLIC COMMENT

Laura Gurreri – Director of Sales, Sport York, York County Convention and Visitor's Bureau Presentation

Laura Gurreri provided the Board with a brief presentation on the current and upcoming benefits the York County Convention and Visitor's Bureau will be holding with their bureau's program, Explore York. Ms. Guerreri provided the Board with information on various events and demographic information for the upcoming year. Ms. Gurreri added that the bureau continues

to have a wonderful working relationship with Township businesses and she hopes that ongoing success and prosperous growth from current and future Township businesses will progress and flourish.

Donald Harlacher – 6440 Davidsburg Road

Mr. Harlacher is a Dover Township resident who resides at 6440 Davidsburg Road and would like to inquire with the Board if the comments made in the February 13th, 2017 Board meeting minutes with regards to his public comment and the stance of the current on-lot septic ordinance are felt by the entire Board of Supervisors.

M. Menges stated that the comments referenced within the Township Board meeting minutes for February 13th 2017 were reflective upon the Board member whom stated their stance on the topic with regards to the current Township on-lot septic ordinance.

ZONING OFFICER'S REPORT by Township Zoning Officer Georgia Sprenkle

Approval of Plan 17-1 Ronald Coleman, 3940 Eagle Scout Road, 3-Lot Subdivision, Agricultural Zone

Mr. David Hoffman; with D. A. Hoffman Surveying, informed the Board of the Ronald Coleman plan and the 200 acres that consist of the area being discussed. Mr. Hoffman stated that Mr. Coleman wishes to subdivide two agricultural lots off this 200-acre parcel of land. Mr. Hoffman presented Mr. Coleman's plans to the Board and requested two modifications to the Township's zoning ordinance

C.S. Davidson has reviewed the subdivision plans and offered the following comments. Two waiver requests must be met; §22-501.2. D North arrow orientation and §22-704. B Sufficient right-of-way and cartway widths to meet requirements to Table 22-7-1.

The subdivision and land development ordinance waiver requests are as follows. 1.) Prior to final plan approval, a disk in an electronic format compatible with the Township GIS system, should be provided. (§22-501.2. A). 2.) A statement shall be added to the plan, along with the Engineer's/Surveyor's seal, signature, and date, certifying that he has been to the site and observed the present condition and that the plan indicates the actual condition of the site. (§22-501.2. F). 4.) The legal and/or equitable Owner's notarized signatures must be added to the plan certifying concurrence with the plan. (§22-501.2.H)

Motion by M. Menges and seconded by R. Stone to approve the requested waiver prior to completion of the plan, waivers number 1, 2, and 4 herein clarified, as presented. **Passed** with 4 ayes

Motion by C. Richards and seconded by R. Stone to approve Plan 17-1 Ronald Coleman, 3940 Eagle Scout Road, 3-Lot Subdivision, Agricultural zone, upon the inclusion of the required outstanding items as noted. **Passed** with 4 ayes

Approval of Plan 16-2 Faire Wynd Re-Subdivision, 10 Lots, R-3 Zone

Mr. Tray Elrod; from Gordon L. Brown and Associates, stated that he is present to discuss the Faire Wynd development and the wishes of the developer to revise the previous subdivision plan. Mr. Elrod stated that the Faire Wynd developer wishes to change the plan to allow semi-detached dwellings. These dwelling units are consistent with the rest of the development. Mr. Elrod presented the Board with the projected plans for subdivision.

C.S. Davidson has reviewed the proposed re-subdivision plan regarding the Faire Wynd development and clarified the following subdivision and land development ordinances. The subdivision and land development ordinance requests are as follows: 1.) Prior to final plan approval, a disk in an electronic format compatible with the Township GIS system, should be provided. (§22-501.2. A) 4.) A statement shall be added to the plan, along with the Engineer's/Surveyor's seal, signature and date certifying that he has been to the site and observed the present condition and that the plan indicates the actual condition of the site. (§22-501.2. F) 5.) Both the legal and/or equitable Owner's notarized signatures must be added to the plan certifying concurrence with the plan. (§22-501.2.H) 11.) A storm water management plan update will be required, identifying the difference in the impervious area from the original approved stormwater management plan of Phase 1 and its anticipated impact. (§22-501.8) 12.) Township Sewer Staff approval will be needed for the proposed changes to the sanitary sewer system. (§22-601.2. K3) 13.) In accordance with the Consent Order Agreement between Dover Township and PA DEP, waiver of sewage planning requirements cannot be considered. PA DEP approval of the sewage planning modules will be required prior to final plan approval. PA DEP planning code number shall be referenced on the plan. (§22-601.2. L) 14.) Public Improvement security for all required Improvements shall be provided in the name of the new property owner. (§22-602.1) 21.) The landscape berm along Hilton Avenue should be extended continuously at the rear of Lot 138 and Lot 139.

Mr. Myers qualified that No. 21 under the required subdivision and land development ordinance must be made to qualify with the Public Improvement and Security specifications.

Motion by M. Menges and seconded by R. Stone to approve Plan 16-2 Faire Wynd Re-Subdivision, 10 lots, R-3 Zone, by means of a conditional approval of the plan subject to the completion of the subdivision and land development ordinance requests No.(s) 1, 4, 5, 11, 12, 13, 14 and 21, as presented. **Passed** with 4 ayes

SOLICITOR'S REPORT by Attorney Peter Halderman

Update on the Members 1st Federal Credit Union Agreement

Attorney Peter Halderman informed the Board that Township Solicitor Charles Rausch has supplied him with the final executed agreement among Members 1st Federal Credit Union, KPH Donwood, LLC and Dover Township. The document has been executed by all parties and is complete.

ENGINEER'S REPORT by Terry Myers

Authorization of 2016 Water Project Change Order Number 4 and Application for Payment Number 3

Motion by M. Menges and seconded by R. Stone to approve authorization of 2016 Water Project Change Order Number 4 and Application for Payment Number 3, as presented. **Passed** with 4 ayes

Authorization for the Nursery Road Project Revised Plan and Bidding Documents to Advertise for Bids

Motion by M. Menges and seconded by R. Stone to approve authorization for the Nursery Road Project Revised Plan and Bidding Documents to Advertise for Bids, as presented. **Passed** with 4 ayes

MANAGER'S REPORT by Township Manager Laurel Oswalt

Review and Discuss Matters Involving the Township Trash Contract

Manager Oswalt stated that Penn Waste has suggested and requested our consideration of “by using just an annual amount per unit, you may have a situation where a bidder can have a lower Unit Price and be awarded the bid and not be low in Total Dollars. Someone could bid #2-#5 extremely low.” Penn Waste has requested previously that we provide numbers of units at each service level and then total those numbers on the bidding sheet. Penn Waste has also requested a signature line on the bid form, which has been added. This subject has also been raised by Republic Services.

Manager Oswalt supplied the bid form documents to the Board for another review. Manager Oswalt stated that after discussion with Attorney Rausch, it was felt that as though the Township should leave the bid documents as originally prepared. To attempt to project the number of residents that will pick these new service levels would be difficult.

The Board collectively agreed to continue forward progress with the current Township Trash Bid Contract as planned.

Discussion Regarding Buchart Horn Proposal to Perform an Arc Flash Study Services Proposal Number 33945 at the Wastewater Treatment Plant

Manager Oswalt stated that this matter was mentioned at the Sewer Authority Meeting in February. Currently the Wastewater Treatment Plant electrical systems have not had such a study performed on them. Buchart Horn Representatives discussed the proposal and the need for the study to be performed.

Mr. Paul Gross and Ms. Sherry Wolfe; of Buchart Horn, Inc. provided a brief presentation for the Board regarding a proposal for Arc Flash Services for the entire Wastewater Treatment Plant facility. The study would include all existing electrical equipment as well as new equipment currently being installed in the Dewatering building at the Waste Water Treatment Plant.

Board consensus was reached and it was collectively decided to enlist other entities to obtain other proposals to conduct Arch Flash Study Services at the Wastewater Treatment

Plant.**Approval to Advertise and Approve the Opening of Bids for Bridge and Culvert Work on Clearview Bridge, Rohlers Church Road Culvert, Temple School Road Culvert and Fox Run Road Bridge**

Michael Fleming; Township Public Works Director, informed the Board of Supervisors that he is seeking Board approval to advertise and open bids on April 5th, 2017 for bridge and culvert work on Clearview Bridge, Rohlers Church Road culvert, Temple School Road culvert and Fox Run Road bridge. Mr. Fleming further clarified that the work stated above was previously designated and approved within the 2017 Township Budget.

Motion by C. Richards and seconded by R. Stone to approve to advertise and open bids on April 5th, 2017 for bridge and culvert work on Clearview Bridge, Rohlers Church Road culvert, Temple School Road culvert and Fox Run Road Bridge, as presented. **Passed** with 4 ayes

OLD BUSINES

None to note.

COMMENTS FROM THE BOARD

R. Stone – R. Stone stated that the last Township Garage Building Project meeting went extremely well and the final architectural plan is scheduled to be completed in the next four to eight weeks.

PUBLIC COMMENT**Mr. Justin Miller – 3130 Emig Mill Road**

Mr. Miller stated that he is a Dover resident and that he is present this evening to witness a public meeting. Mr. Miller is currently a local college student studying public administration.

With no further business, the meeting was adjourned by Chair Stefanowicz at 8:20 PM.

The Board of Supervisors then entered an Executive Session regarding a personnel matter.

Respectfully submitted by:

Tiffany Strine, Recording Township Secretary