

DOVER TOWNSHIP
BOARD OF SUPERVISORS MEETING
MARCH 11, 2013

The Dover Township Board of Supervisors regular meeting for March 11, 2013, was called to order at 7:07 PM by Chairperson Love in the Meeting Room of the Dover Township Municipal Building. Supervisors present were Chair Monica Love, Madelyn Shermeyer, Michael Husson, Charles Richards, and Matthew Menges. Other Township Representatives in attendance were Laurel Oswalt, Township Manager; Attorney Charles Rausch, Township Solicitor; Terry Myers, Township Engineer; Charles Farley, Public Works Director and Trena Hall, Assistant Township Secretary. There were 4 citizens in the audience. 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.

Chair Love announced that a work session was held at 6 PM this evening on the discussion of the Master Plan for the Township.

APPROVAL OF THE WORK SESSION MINUTES FOR FEBRUARY 25, 2013

Motion by M. Husson and seconded by M. Shermeyer to approve the meeting minutes for February 25, 2013, as presented. **Passed** with 5 ayes.

APPROVAL OF MEETING MINUTES FOR FEBRUARY 25, 2013

The Solicitor stated in his report to change the 20 year term completed date to 2012.

M. Husson asked to have the minutes be more specific for the public on the contracts for construction, materials and equipment. Terry Myers stated that the contracts are actually forms. The Secretary will make changes to state as MS 944, MS 963 and MS 970.

Motion by M. Shermeyer and seconded by M. Husson to approve the meeting minutes for February 25, 2013, with the corrections. **Passed** with 5 ayes.

TREASURER'S REPORT OF CURRENT EXPENDITURES

Motion by M. Menges and seconded by C. Richards to approve the warrant total for March 4, 2013, in the amount of \$173,159.85 as presented. **Passed** with 5 ayes.

Motion by M. Shermeyer and seconded by C. Richards to approve the warrant for March 11, 2013, in the amount of \$162,145.13 as presented. **Passed** with 5 ayes.

SEO REPORT by Richard Baade, Alternate Sewage Enforcement Officer

Mr. Baade requested the Board's approval to install a holding tank at 4380 Pinchtown Road. The property has been a problem for several years and the land has been too wet for sample taking. The property is located at the corner of Pinchtown Road and Pine Hill Road and is about .90 of an acre. A stormwater swale flows through the property and reaches within 10 feet of the home. Samples provided to DEP, indicated that the property was not capable of a conventional system leaving a holding tank as the only option. The tank can be installed near where the existing septic tank is or at the other end of the old bed, connecting the lines to the end of the old drainage pit and running it in to a separate tank. The owners who are contracted to buy the property have chosen to install the tank in the lower corner of the property along Pine Hill Road. They are a family of four and would continue using the existing tank which is 1,000 gallons and the newly installed tank which will be 1,500 gallons with an alarm system. The owners would need to pump both tanks and maintain a contract with Busser's or another hauler of their choice to pump monthly. Mr. Baade was asking for the Board's approval to install the holding tank and if agreed upon, provide a letter of approval from the Board.

Motion by M. Menges and seconded by C. Richards to permit 4380 Pinchtown Road to install a holding tank based on the SEO's recommendation as presented. **Passed** with 5 ayes.

PUBLIC COMMENT PERIOD

Listed on the Agenda

Jeff Fenstermacher – 2895 Deep Hollow Rd asked the Board to waive the rental fees for the use of the Dover Community Center on May 4 or July 20, 2013 for a fundraiser event for his ill son.

Motion by C. Richards and seconded by M. Husson to waive the rental fees and the liquor deposit fee but, Mr. Fenstermacher would still be required to purchase a liquor liability insurance policy.

DISCUSSION – Reminded Mr. Fenstermacher of the requirements to clean the building and put away tables after the event. **Passed** with 5 ayes.

ENGINEER'S REPORT by Terry Myers

No report given

Chair Love wanted to clarify that Board members are using the same things to prioritize from the Master Plan document. The Board should provide Manager Oswalt a prioritized list by the next meeting in March.

SOLICITOR'S REPORT by Charles Rausch

A meeting is scheduled this week with the York Water Company to begin discussions on the water agreement.

MANAGER'S REPORT by Laurel Oswalt

The first item for discussion was a request for approval to sell the list of technology items on Muncibid. The majority of the items listed are printers. M. Husson inquired why new printers were purchased and now we are selling other printers. The idea is to have the same model printers throughout the building which will save on the purchasing of many brands of printer cartridges.

Motion by M. Shermeyer and seconded by C. Richards to give approval to sell the list of technology items on Muncibid as presented. **Passed** with 5 ayes.

The second item was the discussion and selection of the mowing company under the RFP process. The Township received three bids. Tee to Green quoted the best overall cost, was the only company to bid on all components and parcels and provide an action plan. They are within the Township's budget except for the Waste Water Treatment Plant. Tee to Green has mowed for the Township previously and are familiar with the properties. Floyd's was the cheapest for the Waste Water Treatment Plant but provided no plans and did not bid on three of the stormwater properties. ODPM provided no bid on general fund properties and were most costly. Tee to Green will be required to work within the Township's schedule. It is stated in the RFP document that if the Township would need to mow for any reasons, the Township will charge Tee to Green labor costs.

A resident inquired on the pricing for mowing and if that included the golf course area. He stated that it would be cheaper to contract out the property. The Board assured him that a study was performed last year and it was feasible for the Township to mow.

Motion by M. Shermeyer and seconded by M. Menges to award the RFP mowing contract to Tee to Green Grounds and Management Company as presented. **Passed** with 5 ayes.

Manager Oswalt noted at the last meeting the Board voted on amendments to carry into the policy manual with regards to some changes that had occurred with the union contract. One question that has arisen was about the sick leave which will include an extra 8 hours per year.

Additional sick leave was retroactive for the union contract employees for 2012 and she requested clarification on whether it was retroactive for the administrative staff.

Motion by M. Shermeyer and seconded by C. Richards to approve to retroactive additional sick leave for the administrative staff for 2012. **Passed** with 3 ayes and Opposed by M. Husson and M. Menges.

PUBLIC WORKS DIRECTOR'S REPORT by Charles Farley

Mr. Farley recommended the Board sign the Buchart-Horn Biosolids 5 year General Permit Renewal Proposal. The services meet the Township's requirements and the cost appears to be reasonable. M. Husson asked for an explanation of the proposal and Mr. Farley described it as a disposal of solids that is permitted by DEP.

Motion by M. Shermeyer and seconded by M. Husson to approve Chair Love to sign the BH Biosolids 5 year General Permit Renewal Proposal. **Passed** with 5 ayes.

Mr. Farley asked for recommendations on how to resolve a shared lateral in the 3900 block of Carlisle Road between Stauffers of Kissel Hill and Brookside Motors. There are four homes connected on a single lateral. Today, the lower property owner on the line is having issues of gravel blocking in the sewer lines. The line needs to be televised in order to find the cause of the blockage. The issue is in the homeowner's lines not the Township's. The Township's ordinance states that sewer lines need to be functioning properly. It has not been determined which property is not functioning correctly. The question was should the Township treat all owners as in violation because it is a community system. Mr. Farley believes an agreement is necessary between the homeowners and the Township on maintaining the sewer lines and to propose a schedule to connect individually to the sewer system. Attorney Rausch asked for the property addresses so he can research and see if there are agreements on file. Then the Township can discuss a solution and contact the property owners. Maybe an agreement can be made that when properties are sold they will have to connect through a separate lateral.

Board Consensus the homeowners have the opportunity to make the necessary shared repairs to the sewer line before the Township would force individual connections.

M. Shermeyer discussed the sewer connection for Dollar General and the northern sewer main. Mr. Farley report that the Borough did not agree to connect to the sewer main north of the borough at the February 4, 2013 council meeting. M. Shermeyer received a copy of the minutes from a Borough Council member indicating that Council Consensus is to except Dollar General's one EDU, but the 1985 agreement needed revised and certain deadlines instituted. The Township will continue working with Dollar General but will advise Dollar General to speak directly with the Borough Council on when the agreement will be final.

OLD BUSINESS

COMMENTS/NEW BUSINESS FROM THE BOARD OF SUPERVISORS

Mr. Menges questioned Mr. Farley about an issue on a stormwater drain which they will speak about after the meeting.

COMMENTS FROM PUBLIC PRESENT

Donald Hively at 5706 Paradise Court – questioned the approval of the new JBC skid loader. He asked about why the CAT skid loader was traded in. The Board's answer was because of a high flow issue. Mr. Hively questioned a check amount for \$38,000 and Manager Oswalt determined that amount was for the lease payment on the CAT Wheeler Loader for the Waste Water Treatment Plant which was budgeted and not for the piece of equipment that was recently traded in. Mr. Hively inquired about the Pine Hill Road issues and stated that the issues are from Davidsburg Road and cutting gutters will not solve the problem. The Board noted that Terry Myers is looking into piping the water.

The Board of Supervisor's meeting adjourned at 8:07 PM to an Executive Session to discuss a personnel matter.

Respectfully submitted by

Trena M. Hall, Assistant Township Secretary