

**DOVER TOWNSHIP  
BOARD OF SUPERVISORS MEETING  
MINUTES  
APRIL 10, 2017**

The Dover Township Board of Supervisors' Meeting for Monday, April 10, 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, Stephen Parthree and Robert Stone. Other Township Representatives in attendance were Laurel Oswalt, Township Manager; Michael Fleming, Township Public Works Director; Charles Rausch, Township Solicitor; Township Zoning Officer, Georgia Sprenkle and Tiffany Strine, Township Secretary. There were three 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 presenting a public presentation on the Township Municipal Garage Expansion Project.**

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 MARCH 27, 2017**

**Motion** by S. Parthree and seconded by M. Menges to approve the Board of Supervisors' Meeting Minutes for March 27, 2017, as amended and presented. **Passed** with 5 ayes

**TREASURER'S REPORT**

**Approval of Current Expenditures**

**Motion** by M. Menges and seconded by C. Richards to approve the warrant total for April 3, 2017, in the amount of \$10,311.56, as presented. **Passed** with 5 ayes

**Motion** by M. Menges and seconded by C. Richards to approve the warrant total for April 10, 2017, in the amount of \$391,193.32, as presented. **Passed** with 5 ayes

**INFORMATION ON EVENTS AND LOCAL ANNOUNCEMENTS**

**Chairman Stefanowicz** – Chairman Stefanowicz made a few announcements. The Dover Township Annual Easter Egg Hunt event will be held on Saturday, April 15<sup>th</sup>, 2017. Chairman Stefanowicz added that volunteers are welcome and to please inquire within the Township. A Township hosted College Financial Planning Workshop is being held at the Community Center this evening and is open to the community.

**C. Richards** – C. Richards would like to remind the public that the Township's TMI Drill will

be held April 11<sup>th</sup>, 2017. C. Richards added that two (2) Federal Emergency Management Personnel will be conducting evaluations and then providing a score to the Township on the response performance to the drill.

## **PUBLIC COMMENT**

### **Mike Husson – 1681 Park Street**

Mike Husson is a Dover Township resident residing at 1681 Park Street. Mr. Husson informed the Board that he belongs to the Vietnam Veterans of America York Chapter 1032. Mr. Husson stated that his chapter is a service based organization willing to help the community and public. Mr. Husson would like to obtain information on the Township's Annual Easter Egg Hunt event for his chapter and possibly volunteer their services to help.

Chairman Stefanowicz provided Mr. Husson with the schedule of events for the Township's Annual Easter Egg Hunt and informed him to contact the Township Recreation Director for further information on volunteering.

## **ZONING OFFICER'S REPORT by Township Zoning Officer Georgia Sprenkle**

### **Approve Resolution 2017-08 Approving Land into the Agricultural Security District for David Wolverton Property Location 5561 Harmony Grove Road**

Township Zoning Officer Georgia Sprenkle is seeking Board approval to include 2 agricultural parcels to include into the Agricultural Security Area. The owner of the parcels is David Wolverton, parcels being located at 5561 Harmony Grove Road. By Board approval, this will prove the first step to be included into the Agricultural Preservation Program sponsored by the County. The specified parcels shall compromise the addition of 45.5 acres, more or less. Dover Township's total acreage in Agricultural Security since 1988 is 6,942.79 acres, more or less.

**Motion** by M. Menges and seconded by R. Stone to approve Resolution 2017-08 approving land into the Agricultural Security District for David Wolverton containing two parcels of land located at 5561 Harmony Grove Road, as presented. **Passed** with 5 ayes

## **SOLICITOR'S REPORT by Township Solicitor Charles Rausch**

### **Discussion Regarding Non-Payment of Liens on Fountain Rock Development**

Attorney Rausch informed the Board of the current status on liens that have been filed on the Fountain Rock Development. The liens are to recoup unpaid mowing fees and snow plowing fees on numerous properties within the specified development. Attorney Rausch stated that the owner of Fox Run Creek Estates, LP/Fountain Rock Development has failed to make the necessary payments to the Township per the contracted agreement for repayment. Attorney Rausch informed the Board of possible options for recouping of these fees.

**Motion** by M. Menges and seconded by S. Parthree to approve Township Solicitor Charles

Rausch to file liens for nonpayment of the contracted agreement for repayment for Fox Run Creek Estates, LP, as presented. **Passed** with 5 ayes

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

#### **Discussion Regarding Weigelstown Elementary No Parking Traffic Study Authorization**

Manager Oswalt informed the Board that TRG Traffic Engineers worked with Township Public Works Director Mike Fleming over the past few weeks and has determined the fifteen (15) Mile an Hour School Zone would not meet proper warrants. TRG Traffic Engineers informed Mr. Fleming that this is due to the fact that there are presently no students that walk to school. Therefore, we are left with the request for no parking. Mr. Fleming can perform this type of Traffic Study. Manager Oswalt added that this poses the question to the Board with regards to the financial payment, for this providing of funds for this endeavor, that would include signage and labor, should the Township further discuss costs with the school district.

**The Board collectively decided to have Manager Oswalt draft a response letter to approach the Dover Area School District for the financial means for signage, labor and an ordinance; however, a status report from the school district regarding the changes already implemented was also requested.**

#### **Discussion of Establishment of Construction Fund for the Bond Proceeds**

Manager Oswalt stated that the Township has made contact with many of the financial institutions that the Township is authorized to conduct business relations with. Manager Oswalt provided the Board with a spread sheet that included various businesses rates and a brief description of BB&T rates. Manager Oswalt added that she feels as though the Township should retain the Water and General Fund monies separate to ensure there is no misperception of misapplied funds for the different projects. The Bond proceeds for Water will be \$1,740,708.00 and the General Fund being \$4,378,109.00. The current outstanding project costs to be refunded by the Bond Proceeds are as follows: Water \$1,740,70.00 - \$774,980.93 = \$965,727.07 and in addition the General Fund \$4,378,109.00 - \$94,799.48 = \$5,249,036.59.

Manager Oswalt added that it would be her recommendation to place the funds with PLGIT. By doing so, this would retain a certain amount liquid for both Water and General Fund areas to finish payments on the Emig Mill Road Project and to continue to fund Core and Site Design expenses on the Township Municipal Garage Expansion Project. The remainder of funds may be placed in CD's until needed.

**Motion** by R. Stone and seconded by C. Richards to approve to authorize placement of Bond proceed funds with the PLGIT financial institution, as presented. **Passed** with 5 ayes

#### **Authorize the Manager to Sign the SPCA Animal Care and Housing Agreement**

The SPCA Animal Care and Housing Agreement is a budgeted expense for the care of animals found within the Township based upon the per capita census.

**Motion** by R. Stone and seconded by C. Richards to authorize the Township Manager to Sign the SPCA Animal Care and Housing Agreement, as presented. **Passed** with 4 ayes and 1 nay per M. Menges

### **Update from the York County Stormwater Consortium**

Manager Oswalt briefed the Board on the March meeting for the York County Stormwater Consortium. The March meeting discussion surrounded the new 2018 Permit Reduction requirements for sediment, this amount being ten (10%) or 2.5 million pounds. The cost to meet this requirement through improvement projects is estimated at \$28,555,000.00 of which \$22,844,000.00 needs to be collected from municipalities. This equates to \$4,568,000.00 a year. In addition, the Township will be expected to complete projects like stormwater basin retro-fits and streambank work that are included within the plan. This will take additional municipal funds. Grants may be pursued to aid with funding the projects. Manager Oswalt added that the York County Planning Commission Staff that has been leading the Consortium is looking for cost sharing ideas to help fund these matters.

Ideas for the best ways in which to equitably assess the tax were discussed.

**Board consensus was reached and it was collectively determined to recommend to the York County Stormwater Consortium to consider the county wide flat tax option applied on a per capita basis with an annual fee for a five (5) year period. The Board would like to additionally recommend that the tax may only be implemented while the obligation exists.**

### **Discuss Locust Point Emergency Stormwater Issue**

Manager Oswalt informed the Board that through the Township's MS4 inspection program, the Township had discovered a lack of maintenance to a facility operated by a Home Owner's Association. During recent heavy rains that lack of maintenance has caused an undermining of the stormwater pipe and the Township road. Manager Oswalt and Public Works Director Michael Fleming presented the Board with a video of the areas for concern showing voids and foreseeable road collapse. Township personnel met with the Home Owner Association's president today on the matter and the Home Owner Association's president informed Mr. Fleming that he will have the area repaired immediately by a local construction outfit.

**The full Board collectively decided to allow for the Locust Point Emergency stormwater issue to be repaired by the current Home Owner Association's President's contractor. The full Board also added that if the necessary repairs are not carried out in a timely manner, permission was granted for the Township's staff to commission repairs and then seek reimbursement from the Locust Point Home Owner's Association. The repairs are needed as a matter of public safety.**

### **Anne Zarlenga – Dover Township EMA Coordinator**

Anne Zarlenga; Dover Township EMA Coordinator, provided the Board with the 2017 Nuclear Emergency Response Plan. Ms. Zarlenga informed the Board that this plan was written on the County level with Dover Township specifications included. Ms. Zarlenga reviewed the

Promulgation, Resolution, Amendments, Attachments and an EOC Floor Plan that were provided with regards to the 2017 Nuclear Emergency Response Plan.

**Motion** by M. Menges and seconded by C. Richards to approve Resolution 2017-07 and Promulgation for the 2017 Nuclear Emergency Response Plan, as presented. **Passed** with 5 ayes

## **OLD BUSINESS**

### **NURSERY ROAD CULVERT PROJECT AWARD TO CRILON CORPORATION**

Manager Oswalt provided information to the Board from Township Engineer Terry Myers with regards to the lowest bidder for the Nursery Road Culvert Project. Mr. Myers feels that the CriLon Corporation would be a suitable fit for the awarding of the bid.

**Motion** by M. Menges and seconded by S. Parthree to award the Nursery Road Culvert Project to the CriLon Corporation, as presented. **Passed** with 5 ayes

## **COMMENTS FROM THE BOARD**

**R. Stone** – R. Stone wanted to address the tremendous efforts and great work that he has recently witnessed with regards to the operations and staff at the Township's Wastewater Treatment facility.

**S. Stefanowicz** – S. Stefanowicz informed the Board that the Sewer Authority is currently seeking The Pennsylvania Department of Environmental Protection's assistance with the Palomino Interceptor Project.

## **PUBLIC COMMENT**

**None to note.**

With no further business, the meeting was adjourned by Chair Stefanowicz at 8:15 PM.

Respectfully submitted by: \_\_\_\_\_  
Tiffany Strine, Recording Township Secretary