

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

The Dover Township Board of Supervisors regular meeting for Monday, April 23, 2012 was called to order at 7:03 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; Charles Farley, Public Works Director; and Dawn Slegel, Recording Secretary. There were 4 citizens seated in the audience. This meeting has been recorded for minute purposes only.

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 MEETING MINUTES FOR APRIL 9, 2012

Motion by M. Husson and second by C. Richards to approve the meeting minutes for April 9, 2012 as presented. **Passed** with 5 ayes.

TREASURER'S REPORT

It was explained that the large sum of the warrant for April 23, 2012 was due in part to the sewer bond payment of \$1,322,804.17 due May 1st, the second quarter payment to NYCPR police, the York Water charges, and the medical prescription insurance aggregate charges.

Motion by M. Menges and second by M. Love to approve the warrant total for April 23, 2012 in the amount of \$1,845,231.63 as noted. **Passed** with 5 ayes.

PUBLIC COMMENT PERIOD

Not Listed on the Agenda

Cyndie Grove, 323 Elmwood Drive, President of Tri-Town Boys Club - Ms. Grove updated the Board on the organization's recent activities. Budgetary concerns include the sewer issue and helmet purchases. Expected income will be from a \$20 increase in football registration fees, fundraisers, and the snack bar proceeds. \$600 of revenue was generated from the Vendor Show on April 14th at the Friendship Community Church. The upcoming fundraiser for June is a chicken barbeque. Their online registration began in April with sixty registrations to date. Open registration is scheduled for May 4 and 5. Their expectations are to have at least 235 total participants. Field maintenance is underway at the Tri-Town field which includes soil placement, aerating, and seeding. Vandalism has become an increasing problem resulting in police surveillance during the evening hours.

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

ZONING OFFICER'S REPORT by Terry Myers

Due to the Zoning Officer's absence, Mr. Myers reviewed the plans for this evening.

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PL12-3 Steven & Donna Miller 2-Lot Final Subdivision Plan - Clark Craumer, Surveyor, presented the 2-lot subdivision plan for Steven & Donna Miller off George Street at Juskenabrit Drive. The Millers are proposing that the house with a total of two acres is subdivided off the existing 9.5 acre lot for their son and add the 7+ acres onto the Millers' property. There will not be any new building lots created. It's just basically changing the size of the existing lot. A maintenance agreement for the additional driveway and shared access will be placed into the deed. The Dover Township Planning Commission recommended approval of this plan. The Township Solicitor will review the deeds before the plan is released by the Township for recording.

Motion by M. Love and second by M. Menges to conditionally approve the Steven & Donna Miller 2-Lot Final Subdivision Plan contingent on the completion of the following outstanding conditions: 1. GIS disk submission; 2. Maintenance Agreement for shared driveway; 3. Recording of new deeds for Lot No. 21 and the combined Lot Nos. 28 and 21-A. **Passed** with 5 ayes.

PL12-2 Auto Zone, Inc. Land Development Plan - Erin McCloskey of Bergmann Associates presented the land development plan for the Auto Zone, Inc. at 3050 Carlisle Road which is currently occupied by the Colonial Diner. Redevelopment will consist of demolishing the existing structure and constructing their 6,816 square foot prototype with parking, utilities, and landscaping. There will be 28 parking spaces and a reduction in impervious surface of 18%. The Dover Township Planning Commission recommended approval of the seven proposed waivers and conditional plan approval.

Motion by M. Love and second by M. Menges to approve the seven waivers as requested: 1. Required additional right-of-way of 80 feet along PennDOT roadway per §704.b; 2. Width of access aisle from 24 to 22 feet per §707.2.H; 3. Cut and fill slopes not to exceed 20% within 20 feet of adjoining properties with 3 to 1 slopes per §712.2.J(2); 4. Transportation impact study reducing the peak and average daily traffic to the site per §719.2; 5. Street trees be eliminated along Carlisle Road per §1103.15.B; 6. 6 foot wide pedestrian walkway instead of landscaping area per §1103.12.D; and 7. Minimum of 10% of landscaping must be provided on a parking lot facility over 2,000 sq. ft. per §1103.12.D. **Passed** with 5 ayes.

Motion by M. Love and second by M. Husson to conditionally approve the Auto Zone, Inc. Land Development Plan contingent on the completion of the following outstanding conditions: 1. GIS disk submission; 2. Surveyor's and Plan Preparer's signatures; 3. Owner's notarized signature on the plan; 4. Note on plan to verify usage of the existing sewer lateral or construct a deeper sewer lateral; 5. Administrative comments on the stormwater management plan to be addressed such as the agreements, security, future inspection costs; 6. Provide public improvement security; 7. Provide copies of the approved PennDOT permit; and 8. Identify pedestrian walkway and establish a pedestrian easement. **Passed** with 5 ayes.

ENGINEER'S REPORT by Terry Myers

Approval of Application for Payment No. 8 to Poole Construction of \$13,061.55 for Carousel Building - A request was made by Poole to reduce the security to 150% of the outstanding items which releases a portion of the retainage leaving the remaining retainage of \$5,625.00. The only uncompleted work is the exterior painting.

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A concern was expressed that the lettering was bleeding through on the painted steel beams in two areas. A primer paint was suggested. Also a leak on the ceiling area was detected. These issues will be addressed with the contractor. A one year maintenance guarantee will be in place for any future problems.

Motion by M. Menges and second by C. Richards to approve Application for Payment No. 8 to Poole Construction for the Carousel Building in the amount of \$13,061.55. **Passed** with 5 ayes.

The completion of the exterior painting to the Carousel Building is dependent upon the weather conditions.

Application for Payment No. 3 to Fitz & Smith of \$773.37 for George Street Stormwater Improvements- This payment is for the field tile correction. The only work remaining is the wearing course placement to George Street.

Motion by M. Love and second by M. Husson to approve Application for Payment No. 3 to Fitz & Smith in the amount of \$773.37 for the George Street Stormwater Improvements. **Passed** with 5 ayes.

Most of the contract for the George Street Stormwater Improvement Project was paid through the Community Development Block Grant. There is an outstanding balance of \$643.20 which is for advertising costs and was deducted from the grant money so because the last payment requisition from the grant was for the remaining amount, the advertising costs has not been subtracted from the total grant. Therefore, Dover Township would be responsible for the \$643.20 overage of Application for Payment No. 2 to Fitz & Smith.

Motion by M. Husson and second by C. Richards to approve payment of the balance of \$643.20 due Fitz & Smith from Application for Payment No. 2 not covered by the Community Development Block Grant. **Passed** with 5 ayes.

Marlborough Road Stormwater Improvements Project - Plans are currently being prepared for the stormwater improvements to Marlborough Road and should be ready for the May 29th meeting. Road materials will be purchased through the road materials contract and Co-Stars and quotes from three contractors may be obtained for the actual work.

SOLICITOR'S REPORT by Atty. Rausch

Atty. Rausch reported on the following updates to the Board.

Poplars Road Stormwater Easements - Drawings have been received for the Schrum easement so that the easement agreement may now be prepared.

Temporary Easement for Mayfield Park - Mr. Romig, the contractor who represented the Scheiders of West Manchester Township contacted the Township Manager for the temporary easement on to Mayfield Park. Mr. Romig will be informed that it was stated to him at a previous

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Township meeting that he was to provide a letter to Dover Township that his company would not adversely affect the downstream property of the Dover Township's Mayfield Park. He was also told to contact the Recreation Director to schedule his work so that he would not disturb the sport organizations' activities at the park.

Terra Vista Rezoning Request - The Terra Vista rezoning ordinance was sent to the York County Planning Commission for their review next month. The public hearing should be scheduled for the June 25th meeting.

Appeal Case Pending - Scott Zoren dba the Septic Doctor was cited by the Township Sewage Enforcement Officer. The process used by his business of pounding the earth to unblock the septic drain field is not permitted in Dover Township. He was convicted by District Justice Eshbach which resulted in an appeal filed by Mr. Zoren. The summary conviction appeal will be held in May. The property owner also filed a civil complaint against Mr. Zoren.

South Salem Church Road Shared Stormwater Project with PennDOT - PennDOT sent letters to the affected property owners to obtain their support of the project since one estate has been threatening with a lawsuit. PennDOT wants to schedule a meeting with all of the parties before the start of any construction. The Township has filed a claim with their insurance company who sent their claims adjuster to access the situation.

MANAGER'S REPORT by Laurel Wilson

Resolution 2012-14 Proclamation of "National Public Works Week" on May 20-26, 2012 - Motion by M. Husson and second by M. Love to approve Resolution 2012-14 proclaiming National Public Works Week on May 20-26, 2012. **Passed** with 5 ayes.

Resolution 2012-15 Urging the PA General Assembly to Eliminate or Amend the State Prevailing Wage Act - The Grass Roots Lobbying Newsletter sent last week containing the names of the municipalities in support of reform to the State Prevailing Wage Act by passing a resolution. Dover Township was not on this list.

Motion by M. Love and second by M. Menges to approve Resolution 2012-15 urging the PA General Assembly to eliminate or amend the State Prevailing Wage Act. **Passed** with 5 ayes.

Authorization for Chairperson to Initial Amendment to Stormwater Facilities Improvement Agreement with PennDOT for South Salem Church Road - This amendment denotes that the agreement is subject to the Right to Know Law.

Motion by M. Love and second by M. Husson to authorize the Chairperson to initial the amendment to the Stormwater Facilities Improvement Agreement with PennDOT for South Salem Church Road. **Passed** with 5 ayes.

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Bid Award of 2012-15 Janitorial Contract to Varsity Facility Services - The bid tabulation has been attached for minute purposes. The low bidder was Varsity Facility Services of Lawrenceville, Georgia. A local office is in close proximity. It was related that Varsity Facility Services provided cleaning services for Sprint and GTE in York. The current contract was rewritten to add carpet cleaning and floor buffing.

Motion by M. Menges and second by C. Richards to award the janitorial contract to Varsity Facility Services for 2012-2015. **Passed** with 5 ayes.

Recognition of Aaron Laird's Six Month Probation Completion - Aaron Laird is an employee at the Dover Township Wastewater Treatment Plant.

The Board recognized Aaron Laird as a permanent full-time employee of Dover Township.

Monthly Board Meetings - Beginning in May, the Board will only hold one meeting per month for May, June, July, and August on the fourth Monday of the month until September at which time the Township Manager will decide whether there is sufficient business to continue the regular bi-monthly meeting schedule.

Executive Session - A brief executive session was requested by the Township Manager regarding a *Union* contract issue.

OLD BUSINESS

There wasn't any old business at this time.

COMMENTS/NEW BUSINESS FROM THE BOARD OF SUPERVISORS

Chair Shermeyer announced that the York/Adams County Builders Association will volunteer their masonry services starting tomorrow to lay a brick patio for the newly constructed Carousel Building. Photographs and a caption will be provided to the York Daily Record for their newspaper publication.

Supervisor Love reported that Wyatt Love, her son, raised \$275.00 from the community area businesses and residents which was used for the purchase of plants, soil additives, and a donation of mulch and annuals was also received. She has a list of business people which should be sent invitations to the Carousel Building Open House. C. S. Davidson will be assisting with the marketing of this event.

Supervisor Richards commented that the Sewer Crew has done a fine job in raising the manholes on Admire and South Salem Church Roads. He noted the great job by the Public Works Crew who worked hard to locate the water line at the Carousel Building. He also thanked the Dover Township Volunteer Fire Department for the nice dinner in recognition and dedication of the firemen in the Township.

COMMENTS FROM THE PUBLIC PRESENT

There were no comments from the public at this time.

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With no further business, the meeting was adjourned at 8:23 PM by Chair Shermeyer into an executive session regarding a *Union* contract issue.

Respectfully submitted by:

Dawn D. Slegel, Township Secretary