

**DOVER TOWNSHIP
BOARD OF SUPERVISORS MEETING
APRIL 27, 2015**

The Dover Township Board of Supervisors regular meeting for April 27, 2015, was called to order at 7:05 PM by Chair Matthew Menges in the Meeting Room of the Dover Township Municipal Building. Supervisors present were Matthew Menges, Monica Love, Charles Richards, Stephen Stefanowicz, and Stephen Parthree. Other Township Representatives in attendance were Laurel Oswalt, Township Manager; Attorney Charles Rausch, Township Solicitor; Terry Myers, Township Engineer; Karen Wilson, C. S. Davidson; Charles Farley, Township Public Works Director; Georgia Sprenkel, Township Zoning Officer; and Trena Hall, Recording Secretary. There were 7 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.

Prior to this meeting, a work session was held as a public presentation to provide required information for the Dover Township's MS4 Permit.

APPROVAL OF THE WORK SESSION MINUTES FOR APRIL 27, 2015

Motion by M. Love and seconded by C. Richards to approve the work session meeting minutes for April 27, 2015, as presented. **Passed** with 5 ayes

APPROVAL OF THE MEETING MINUTES FOR APRIL 27, 2015

Motion by C. Richards and seconded by S. Stefanowicz to approve the meeting minutes for April 27, 2015, as presented. **Passed** with 5 ayes

TREASURER'S REPORT

Motion by S. Stefanowicz and seconded by M. Love to approve the warrants totals for April 24, 2015, in the amount of \$2,391,302.68, as presented. **Passed** with 5 ayes

PUBLIC COMMENT PERIOD

No comments

ZONING REPORT by Georgia Sprenkel

PL 15-3 Hilton Avenue Partners, LLC – Final Subdivision – Dave Hoffman was present to represent the plan to create 4 parcels. The current plan is enlarging parcels numbered 4 and 2. Parcel No. 2 is increasing from 10 acres to 11 ½ and parcel No. 4 is increasing from 14 acres to 22 acres.

Motion by M. Love and seconded by C. Richards to grant the requested waivers for PL 15-3 Hilton Avenue Partners, LLC Final Subdivision Plan as follows: 1. All existing environmentally constraining resources, including watercourses and bodies; woodlands; "outstanding" rare, threatened, endangered and "historic" trees; wetlands; springs; floodplains; steep slopes of 25% or greater; and other significant natural features should be shown, calculated and noted on the

plan (§ 501.2.P). Note 6 states that wetlands are present on this site; however, no wetland delineation has been performed. A waiver request for quantifying the wetlands should be submitted; 2. The location of proposed survey monuments and property markers, in accordance with Section 706, should be shown on the plan (§ 601.2.H). A waiver request should be provided for not providing property markers at places where they would be inaccessible. Markers should be set at the time of the building permit application, as noted on the plan; and 3. Where a subdivision abuts or contains an existing street of inadequate width, the developer shall provide sufficient additional right of way and cartway widths to meet the following standards on Hilton Avenue and Bull Road (§ 704.B), as presented. **Passed** with 5 ayes

Motion by M. Love and seconded by S. Stefanowicz to approve PL 15-3 Hilton Avenue Partners, LLC Final Subdivision Plan contingent on the completion of the following open items: 1. Prior to final plan approval, a disk in an electronic format compatible with the Township GIS system, should be provided (§ 501.2.A); 2. The Surveyor's seal, signature and date certifying that he has been to the site and observed the present condition and that the plan indicate the actual condition of the site should be added to the plan (§ 501.2F); 3. The legal and/or equitable Owner's notarized signature must be added to the plan certifying concurrence with the plan (§ 501.2.H); and 4. Proof that a deed combining the properties should be provided back to the Township within 6 months of recording the subdivision (§ 501.2.K), as presented. **Passed** with 5 ayes

PL 15-4 Springlane LLC, Land Development Plan – John Snyder from RGS was present to propose plans to redevelop the old Shurfine property into a new grocery store. Mr. Snyder provided new revised plans; adding another dock which causes the building to be moved a little and the need to relocate some utilities. The existing building is about 40,000 square feet and will be demolished and replaced with a 33,000 square foot building. The majority of this site is paved and the new plans make this property much greener by installing two rain gardens to help comply with MS4 standards. C. S. Davidson has seen no issues while reviewing the plans. The developer has offered to donate the trees that were designated to be planted along Hilton Avenue to the Township.

M. Love inquired how deep the proposed rain gardens will be. Mr. Snyder noted that they will be about 3' deep. M. Love also questioned if there are any proposed changes to the existing driveways. Mr. Snyder stated that all access roads will stay the same.

Motion by C. Richards and seconded by M. Love to grant the requested waivers for the PL 15-4 Springlane LLC, Land Development Plan as follows: 1. Section 22-501 requirement to submit a Preliminary Plan; 2. Section 22-502.2 Planning Module approval by DEP; 3. Section 22-602 (2) supporting documentation for use of Public Water; 4. Section 22-602 (8) Traffic Impact Study; 5. Section 22-704.b Improvement of existing streets; 6. Section 22-710 sidewalks along street frontage; 7. Section 22-711 curbs along existing street frontage; 8. Section 22-720 Environmental Impact Assessment Report; 9. Section 22-1103.5 (3) street trees which the Township Road Master did not see necessary; 10. Section 22-1103.12.B parking within 6' of a building; 11. Section 19-301.11 Stormwater Management Facilities setback requirements; and 12. Section 19-309.F design of rain garden, as presented. **Passed** with 5 ayes

Terry Myers noted that the developer is under a deadline to close on the property and is asking the Dover Township Board of Supervisors for some kind of conditional approval while the prospective grocer is still making some small changes. C.S. Davidson noted that if any plans would have significant changes, the developer would be required to bring the plans back to the Board. The Board agreed that they only need to see any major changes or additional waivers.

Mr. Snyder noted that the new grocery chain is not a local company and they will be opening 100 stores in the U.S. at one time. The company will be making a public announcement in June or July.

Motion by M. Love and seconded by S. Parthree to approve PL 15-4 Springlane LLC, Land Development contingent on the completion of the following open items: 1. Prior to final plan approval, a disk in an electronic format compatible with the Township GIS system, should be provided (§ 501.2.A); 2. 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 should be added to the plan (§ 501.2.F); 3. The legal and/or equitable Owner's notarized signature must be added to the plan certifying concurrence with the plan (§ 501.2.H). Both owners must sign the plan; 4. The landscape plan must be sealed by a registered landscape architect and approved by the Township Engineer (§ 1102.2.C); 5. Planning Module Exemption should be filed with DEP (§ 502.2); 6. Approval of the sewer and water design should be obtained from the Public Works Director and Township Engineer (§ 502.3). Abandonment procedures for existing water and sewer services must be provided on the plan; 7. Township Engineer approval of the Stormwater Management Plan (§ 502.8); 8. Public improvement security shall be provided prior to final plan approval (§ 602.1); 9. A proposed lighting plan should be submitted for review to confirm that the lighting is in accordance with the Dover Township Zoning Ordinance (§ 509), as presented. **Passed** with 5 ayes

ENGINEER'S REPORT by Terry Myers

Authorization to Bid the Storm Sewer Replacement Projects –The first project is off of Wilmar Drive and will be repairing 48" of deteriorating CMP. The second project is in conjunction with the overlay being done on Emig Mill Road. Piping will be replaced from Mayfield down through the low point. Terry Myers noted that the radii in this area are very tight and not in good shape. He suggested replacing the radii and making them larger to help with the movement of vehicles. The third project is on Anita Drive which involves replacing 24" of CMP and two inlets. All three projects will be going out as one bid and have been budgeted. These projects will be considered road projects. Anita Drive and Emig Mill Road will come out of a bond and Wilmar Drive will come out of the General Fund/Reserve.

Mr. Myers is requesting the authorization to advertise this bid for May 5 and 8, 2015; opening of bids on May 21, 2015; and have recommendations to the Board to award a contract on May 25, 2015; execute the contract at the first meeting in June; and the project should start July 6 and run through August 15, 2015.

Manager Oswald questioned if the inlets being replaced are standard or water quality ones which would help with MS4 purposes. Terry Myers noted that the pipes will set on top of stones, allowing water to infiltrate on its own. This process qualifies with stormwater management practices for the Chesapeake Bay Pollution Plan. In conjunction with this plan, M. Love

inquired if the pipes could be changed to open swales. Mr. Myers noted that significantly deep channels would be needed in resident's yards.

Motion by C. Richards and seconded by M. Love to authorize the advertising of the Storm Sewer Replacement Projects, as presented. **Passed** with 5 ayes

Award the 2015 Annual Street Maintenance Contracts –

Contract No. 1 is mainly base repair work and overlay. Mr. Myers estimated for a few different options of base repair work on Emig Mill Road that was added to this project since the first cost estimate. The Township Road Crew will be completing the base repair work outside of the overlay for Oriole Drive and Robin Road. Pinchtown Road will receive a binder course and be reclaimed. A quote will be needed for the reclaiming, grading and preparation work through the use of equipment rental with an operator. Palomino Road, Paradise Road and Pine Hill Road are all base repair work. C.S. Davidson recommends awarding contract No. 1 to Shiloh Paving & Excavating at the low bid of \$114,151.00.

Contract No. 2 is seal coating on the rural areas of Sky Top Trail, Crone Road, Nursery Road, Old Carlisle Road, Emig School Road, Newport Road, Schoolhouse Road, Conewago Road, Highland Avenue, Staunton Avenue and Walker Avenue. These roads will receive a single layer of asphalt and No. 8 stone will be used. A different asphalt is being used to help set the stone. C.S. Davidson recommends awarding contract No. 2 to Stewart & Tate at the low bid of \$114,151.00.

Contract No. 3 is utility trench repairs. This cost came in significantly higher than what was estimated. There is no specific information given to base the bid off of so the contractor does not really know what they are bidding on and if the jobs may be spread out. Mr. Myers recommended seeing what jobs need completed part way through the summer and then obtain quotes on what jobs are still needed. C.S. Davidson recommends awarding contract No. 3 to Shiloh Paving & Excavating at the low bid of \$28,500.00.

Contract No. 4 was for crushed aggregate for delivery to the job site. C.S. Davidson recommends awarding contract No. 4 to York Building Products at the low bid of \$37,590.00.

Contract No. 5 was for bituminous concrete. This contract was advertised incorrectly. Item B2 was advertised as 12,400 tons and should have been 2,400 tons. C.S. Davidson recommends York Materials Group, subject to change order No. 1, at the low bid of \$138,000 F.O.B at plant and \$149,760 delivered to the job site. York Materials Group is going to honor the unit price even with the change in the quantity.

Contract No. 6 is for equipment rentals of a dump truck, a track excavator, and a milling machine. C.S. Davidson recommends awarding Shiloh Paving and Excavating at the low bid of \$19,600.00.

Terry Myers noted that the Liquid Fuels and seal coating projects bid at \$415,000 and \$513,000 was budgeted. The Bond amount was at \$264,000, but \$253,000 was budgeted. Pinchtown Road can be added to Liquid Fuels or can be added to the bond fund. PENNDOT will need to approve this if added to the Liquid Fuels projects.

Mr. Hively inquired if the Township is reclaiming Robin Road. C. Richards noted that a base repair and overlay will be completed on this road. Mr. Hively noted that the road is in bad shape and should be reclaimed because there is no base to that road. He noted that the road should not be repaired unless it will be repaired in full.

Motion by C. Richards and seconded by M. Love to award contract No. 1 for overlay and base repair to Shiloh Paving & Excavating for \$114,151.00; contract No. 2 for bituminous seal coating to Stewart & Tate for \$222,360.94; contract No. 3 for paving restoration to Shiloh Paving & Excavating for \$28,500.00; contract No. 4 for crushed aggregate to York Building Products with delivery to the job site for \$37,590.00; contract No. 5 for bituminous concrete to York Materials Group subject to change order No. 1 for \$138,000 F.O.B. at plant and \$149,760 delivered to the job; contract No. 6 for equipment rentals to Shiloh Paving & Excavating for \$19,600.00, as presented. **Passed** with 5 ayes

Chair Menges thanked Terry Myers for his evaluation of the roads and curbs in the Ashley Farms Development. A wearing course is currently being looked at with hopes of having the roads adopted this year.

C. Richards questioned Mr. Myers about an article on high friction surface treatments on bends where accidents are frequent. PENNDOT came out with a new aggregate that can be put down to help hold the car on the road, at a higher rate of speed. C. Richards asked if this treatment would work for the curve on Fox Run Road. Mr. Myers noted that this micro-surfacing would be good for accidents that are occurring during wet weather, but will not solve the issue of excessive speed.

SOLICITOR'S REPORT by Attorney Charles Rausch

Attorney Rausch provide an update of Lot 5 on Solar Drive, which was open space that should have be connected to an adjacent lot. This lot was purchased by a woman residing in California at a tax sale. The Township ended up providing maintenance to this property. The owner of the property passed away in December of 2014 and now the estate is willing to give the property to the adjacent property owner. The Township has agreed to release Township liens on the property. This transfer was done privately and should now be maintained by the new property owner.

MANAGER'S REPORT by Manager Laurel Oswalt

Approve and Sign the 2015 Joint Line Painting Bid to Alpha Space Control Company – Dover Township is responsible for \$38,340.90.

Motion by M. Love and seconded by S. Stefanowicz to approve and sign the 2015 Joint Line Painting Bid to Alpha Space Control Company at a cost of \$38,340.90, as presented. **Passed** with 5 ayes

Approve the Lease Agreement with the York County Library System – The library requested a 5 year term which would end in July of 2020 and the utilities will be raised by \$50.00 a month. There was no adjustment on the rent contribution.

Motion by S. Stefanowicz and seconded by C. Richards to approve the 5 year lease agreement ending in July of 2020 with the York County Library System and increasing the utilities by \$50.00 a month, as presented. **Passed** with 5 ayes

Approve Anne Zarlenga as the Emergency Management Coordinator – Once the Board would approve her to go through the process of becoming the Emergency Management Coordinator for Dover Township, she would then need approval through the York County EMA, proceed to PEMA, and then to the Governor to appoint her to this position.

Motion by M. Love and seconded by S. Stefanowicz to approve Anne Zarlenga as the Emergency Management Coordinator for Dover Township, as presented. **Passed** with 4 ayes and **Opposed** by Chair Menges

Discussion of Borough Tanker Truck – Manager Oswalt provided a copy of the \$8,602.00 quote for the repair of the Borough's Tanker Truck. Three quotes were received. When she spoke to Chief Flohr, he noted that their Tanker Truck has still been in use and would like to wait until the end of brush season (end of June) to have their truck repaired. Manager Oswalt did make the Borough aware that the Township is agreeable to pay the invoiced amount, once the truck is repaired and that the Tanker Truck will need to attend all non-hydrant area fires in the Township. A letter will be sent to the Borough Fire Department addressing the Township's request. The Borough is very appreciative of this offer from the Township.

Manager Oswalt noted that an executive session will be needed.

PUBLIC WORKS DIRECTOR'S REPORT by Charles Farley

Approve the Application for Payment No. 1, Contract 2014-02 Am-Liner East Inc. for the amount of \$251,662.60 - A 90 day extension was given at the last Board meeting for the full project of the sewer lining and manhole lining. Conditions are wet in the right-of-ways and work is still needed.

Motion by M. Love and seconded by S. Stefanowicz to approve application for payment No. 1, contract 2014-02 Am-Liner East Inc. in the amount of \$251,662.00, as presented. **Passed** with 5 ayes

Discuss BH Proposal for Design of Palomino Interceptor Replacement Project - This project is replacing the interceptor from Davidsburg Road to Carlisle Road. The first segment is in the Terra Vista Development, which there is a Developers Agreement that the Township will have this project completed by 2017. The agreement notes that if the Township would not follow through, the developer would not need to complete their part of the agreement. The Sewer Authority has approved this project at their last meeting. If the Board has no concerns or questions, Mr. Farley will recommend to the Sewer Authority to sign the agreement with BH for professional services. The cost of the project could possibly increase because of the sizing of the pipe increasing near Carlisle Road and for the need of going under the road. There is money in reserve for this project.

C. Richards inquired on the Hydro-geologic review at Crone's Gas and Goodies. He suggested not drawing as much water out of Well No. 9 to possibly slow down the plume reaching the well.

Mr. Farley noted that this may put more of a threat to Well No. 2. Manager Oswald noted that there should be Remediation Money available through DEP for these kinds of issues since DEP is forcing a business to clean up.

Karen Wilson noted that Chuck Farley suggested changing out the pump at Well No. 10. She was unsure of what the cost of this change out would be. Currently, the well can run as it stands.

OLD BUSINESS

Manager Oswald noted that the public works garage tours are scheduled for May 1, 2015 beginning at 9:00 AM.

NEW BUSINESS FROM THE BOARD OF SUPERVISORS

M. Love would like to see the newsletter be put back in the budget to be printed. Other Board members have received the same comments from residents to print the newsletter. Manager Oswald will try to budget this for next year.

S. Stefanowicz suggested forming a "Project Group" to help the Sewer Authority with projects. This "Project Group" could consist of a Supervisor, an Authority member, the Township Engineer, the Sewer Authority Engineer, a Borough member, and the Manager of the Township. The subject of the Northern Sewer Expansion arose at the last Sewer Authority meeting. With (2) engineers involved, the Authority questioned who is going to complete the design, project the phases of the expansion and be responsible for the completion of the project. Chuck Farley noted that there are so many people involved and they are getting nowhere. Manager Oswald noted that C.S. Davidson was only asked to give an idea of a plan and the estimated cost to present to the Sewer Authority. She noted that C.S. Davidson does not necessarily need to design the project. The Board discussed how Buchart Horn, Inc. (BH) wants to be the Authority's Engineer to supervisor and safeguard projects but they also want to do the design work. BH should only be reviewing the plans and insuring work is complete. It was suggested that this could end up costing the Township more money. Some members felt the "Project Group" could assign responsibilities and have one engineer plan and one to review and supervise the work. This may save money in the end.

The Sewer Authority has made it clear that they want BH to do the design plan. The Township will be meeting with DEP to discuss this possible project. The Board noted that meetings with Lighthouse Baptist Church and area residents should be held off until a project plan is developed. M. Love suggested that this "Project Group" begin discussing ideas without engineers and define the scope of the work intended.

Board Consensus was to explore the expansion of the sewer line and create a "Project Group" for this project. Chuck Farley will establish a date to meet with the "Project Group."

S. Stefanowicz presented a sample document he created to help with question and answer periods when purchasing equipment. He believes the more information and options collected could help Board members when trying to make a decision on a purchase or repair. Items on the request document could be a reason for the new purchase, the equipment to be replaced, equipment status, insurance status, cost estimate, savings, budgeted item, budget approval by, spending approval by, and the total amount spent to completion. This form could be approved

by the Manager before given to the Board for approval. The Treasurer could help log the report and keep track of how much was spent. Chair Menges and S. Parthree agreed that some type of form could be useful when a purchase or repair is needed.

Messicks gave Chris Hamme a quote of \$8,000 for the damaged tractor in as-is condition. The insurance check has been received which was for around \$34,000. The insurance money can be applied towards repairs, a new purchase, or any other options. Mr. Hamme is trying to obtain a quote from a John Deere dealer and US Municipal for the mower. He will then compile the estimate.

S. Stefanowicz noted that at the last meeting, two residents asked for a question and answer period on the Water and Sewer Systems issue. He noted that if the Board is in favor of offering this time period to the public he is interested in participating as moderator.

M. Love noted that unless this is a dead issue the meeting is needed.

S. Stefanowicz said his issue is that residents asked for this time and asked if this could be held during a work session. Chair Menges noted a Monday without a scheduled meeting would work best so there is not a limited 1 hour time frame. He did note that the Board may not be able to give the residents direct answers since more information is needed on the selling/leasing side.

S. Parthree noted that he would just like to know all of the facts and this cannot be done until the Township would receive an offer. M. Love noted that you cannot get detailed information from a company unless you put a bid out for what you are looking to sell and then the details would come out in the bidding process. Manager Oswalt noted that you need an idea of what you are looking to sell/lease and include what additional money you want to receive.

Chair Menges noted if the Township would entertain a bid then the rates are determined by the PUC. Manager Oswalt noted he was correct in thinking this on a sale but a lease would be in the hands of the Township by what all expenses the Township is looking to combine into the lease/sale.

S. Stefanowicz indicated that he only brought this issue up to hear what questions are out there.

C. Richards inquired why the Board is even looking into the sale/lease of the Water and Sewer Systems. He asked the Board if they think the private side can run the systems better than the Township staff can.

S. Stefanowicz noted that this issue was tabled and Chair Menges noted that it was motioned to be tabled but there was no action taken. This is when M. Love asked to have a presentation done by the Township staff.

Chair Menges noted that the Board has not had the opportunity to discuss this issue among themselves and that they may have many points of interest that others may not have thought about and need to consider in their decision making. Some options that he has been considering are taking what has been invested into the systems and liquidate. That money can be used for making improvements to roads, maintaining parks and making use of the golf course. He also

has been considering how many Millions need to be invested into improvements for the system to continue operations by the Township. C. Richards questioned what will happen to the Township after the money received is applied where needed and the Township begins to grow and the buyer of the systems are only putting a limited amount of capital expenditure into the system. The Township would be back in the same situation. C. Richards noted that any company that would come in will be making a profit and if a project is not in their best of interest, they would not need to make the improvement. Chair Menges noted that all of these questions and options cannot be answered until more information would be received.

M. Love noted another topic that has not been discussed is what Dover Township rate payers have put into these systems. Now you are taking money that the rate payers have paid and allowing all residents to benefit by spreading this money through the Township for projects. M. Love does not agree with this. C. Richards asked how the Board will respond if rate payers ask for rebates. S. Stefanowicz noted that these are the issues that need to be thought of and brought into discussion.

S. Stefanowicz noted that it was not his intention to debate this topic this evening. He only wanted the Board's opinion on offering a question and answer period for the residents. S. Stefanowicz asked the Board to think about this and be prepared at the next meeting to vote on having a public work session on this topic or table the issue. If there is going to be no public input, the issue should be tabled.

C. Richards attended the Joint MS4 meeting on Storm Preparedness and there was a nice attendance.

Chair Menges noted that he attended PSATS and voted. See him if you are interested on how the committees voted on the resolutions.

COMMENTS FROM THE PUBLIC PRESENT

Keith Rice – 5281 Paradise Road – Mr. Rice noted that if the Board is going to have a public meeting on the Water and Sewer Systems, more solid information will be needed.

With no further business, the meeting was adjourned at 9:32 PM and will proceed into an executive session on union contracts, personnel issues and the potential acquisition of the Gerber property.

Respectfully submitted by: _____
Trena M. Hall, Township Secretary