

**DOVER TOWNSHIP  
BOARD OF SUPERVISORS MEETING  
MINUTES  
MAY 8, 2017**

The Dover Township Board of Supervisors' Meeting for Monday, May 8, 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 Matthew Menges, Stephen Parthree, Charles Richards and Robert Stone. Other Township Representatives in attendance were Laurel Oswalt, Township Manager; Georgia Sprenkle, Township Zoning Officer; Michael Fleming, Township Public Works Director; Charles Rausch, Township Solicitor and Tiffany Strine, Township Secretary. There were seven 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 Township personnel matters.**

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 APRIL 24, 2017**

A revision was made to amend the April 24, 2017, Board of Supervisors minutes as follows; to amend Page 3 and 4, to replace 5 ayes votes with 4 ayes votes.

A revision was made to amend the April 24, 2017, Board of Supervisors minutes as follows; to amend Page 8 to replace Chairman Stefanowicz in sentence 3 with Vice Chairman Richards.

**Motion** by R. Stone and seconded by S. Parthree to approve the Board of Supervisors' Meeting Minutes for April 24, 2017, as amended and presented. **Passed** with 5 ayes

**TREASURER'S REPORT**

**Approval of Current Expenditures**

**Motion** by C. Richards and seconded by S. Parthree to approve the warrant total for May 8, 2017, in the amount of \$382,278.47 as presented. **Passed** with 5 ayes

**INFORMATION ON EVENTS AND LOCAL ANNOUNCEMENTS**

**Chairman Stefanowicz** – Chairman Stefanowicz informed the public of the Dover High School's Jazz Band will be holding a Jazz Night May 12<sup>th</sup>, 2017 at the Dover High School. A Jazz in the Park concert will be held on Mother's Day, May 14<sup>th</sup>, 2017 for the purposes of a Mother's Day concert located at the Log House in the Dover Community Park. The Township

Wastewater Treatment Plant will be holding 5<sup>th</sup> Grade School tours to educate the students and the public on the functions and purposes of the Township's WWT Plant. These tours will be held during the week of May 8<sup>th</sup>, 2017. On a special note, Mr. Stefanowicz would like to reach out to the public in congratulating Mrs. Spangler and Mrs. Gladfelter at the Dover Intermediate School for their dedication and commitment to honor local heroes during a recent assignment for the students chosen heroes.

**Manager Oswalt** – Manager Oswalt informed the Board and public of the initiation date and time of the Adaptive Signalization project on Route 74 tomorrow, May 9<sup>th</sup>, 2017 at 9:00 AM.

## **PUBLIC COMMENT**

### **Jeff Bender – 4780 Carlisle Road**

Mr. Bender is the pastor at the Dover Assembly of God Church. Mr. Bender attended this evenings meeting with a portion of his leadership team from the Dover Assembly of God Church. Mr. Bender asked the Board for any information regarding the plans for a proposed road that may be planned to run threw a surrounding development and a portion of the property of the Church.

Chairman Stefanowicz stated that a presentation was given several weeks ago, during a Board of Supervisors meeting in which the developer in the proposed area and a representative from the Dover Area School District were present to discuss potential plans for a proposed layout of a possible route addition in the Harmony Grove intersection area. During this previous discussion; Chairman Stefanowicz added that it was noted that if the proposal presented were to impact the Dover Assembly of God Church, participating members were going to contact you for furthering discussion.

M. Menges stated that as far as the Township's involvement at present time, the Township is in favor of the proposal but not in a specific location to any effect. M. Menges added that the Township would prefer to see all parties involved and effected work together to establish a goal and plan of what works best for everyone.

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

### **Discuss Commercial Business Proposal Details**

Ms. Sprenkle began discussions regarding a commercial business proposal within the Township. Ms. Sprenkle stated that when a commercial business needs PENNDOT approval a Scoping Application is submitted. During this process, the municipality involved with the proposed commercial business is asked for comments on the proposed access drive unto a state road. Ms. Sprenkle added that a letter was sent to the Township asking "whether PENNDOT and the municipality will consider direct access to Carlisle Road; and if so, will specific turning movements require restriction and would a second access to either Park Street or Grandview Avenue be desirable."

Ms. Sprenkle stated that she placed this matter on the Township Planning Commission meeting

agenda this past Wednesday. The full Planning Commission board was in complete agreement to allow access to Carlisle Road with a "Right In" and then to have the second access on Grandview Avenue with perhaps Stop signs to lessen speeding and have less impact on the residents on Grandview Avenue. Due to the local impact in this situation, guidance is being sought by the Township for the best way in which the Township would like to see this process progress and then formalize a plan. A meeting at PENNDOT offices is scheduled for May 31<sup>st</sup>, 2017.

**Board consensus was reached and determined to favor the preference of allowing access to Carlisle Road with a "Right In" and then to have the second access onto Grandview Avenue.**

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

#### **Discuss County Stormwater Pollution Reduction Plan Update**

Manager Oswalt informed the Board that at a previous meeting of the County Stormwater Consortium, suggestions for funding the projects in the County Plan were discussed. The Board has previously recommended a County Stormwater Authority and a per capita tax to fund the program. Manager Oswalt added that while a County Authority is still an option, the option will not be in place quickly enough to fund the plan in 2018 and possibly 2019 and Manager Oswalt added that a funding formula must be selected. The Board was provided with four scenarios for consideration from the Chesapeake Bay Pollution Reduction Program.

The Board reviewed the possible scenarios provided for consideration from the Chesapeake Bay Pollution Reduction Program. After review, the Board determined the best option to be Option Number 1 of the presented Cost Share Scenarios due to a collective participation and administration of tasks and costs and this option being the least expensive option as well.

**Motion** by M. Menges and seconded by R. Stone to approve to authorize Mr. Michael Fleming, Township Public Works Director, to vote for Option Number 1 of the presented Cost Share Scenarios, as presented. **Passed** with 5 ayes

#### **Discuss Garage Project NPDES Permit Application**

Beginning in mid-May, meetings will be held over several Fridays with Township Department Crew Chiefs in order to complete a review of the garage project plans. Some areas to be covered during discussions are to include site plan and general drawings, architectural drawings, structural, mechanical, fire protection means, plumbing and electrical.

Manager Oswalt informed the Board that the Township has not yet signed off on the NPDES Permit Application due to unresolved issues with the proposed roadway to be implemented.

A plan for location of the road through the middle of the park was reviewed. Discussion was held regarding the two options and the impact of this new option on the garage building plans.

**Mike Husson – 1681 Park Street**

Mr. Husson is a Township Resident and was previously on the Joint Planning Committee that met with Dover Borough in the past on this proposed project design. Mr. Husson stated that the previous Joint Planning Committee planned for the proposed roadway to possibly connect with Harmony Grove Road in the future, thus fulfilling a possible goal for the Joint Comprehensive Plan.

**Board consensus was reached and it was to put the road through the middle of the park unless amendments were necessary to the garage project plans.**

### **Awarding of the Annual Contracts for Road Work and Bridge Projects**

Township Public Works Director, Mr. Michael Fleming informed the board of the recent Township Bid openings for various projects within the Township. The project bids were for seal coating, street cut restoration, base repair, cold-in-place recycling, bridge and culvert maintenance, materials and equipment rental. The Township Bid opening was held May 4, 2017 at 10:00 A.M. Mr. Fleming added that he has reviewed the bids submitted and is requesting that the Board approve the following contracts based upon the attached bid tabulations and award to the lowest responsible bidder and are as follows:

1. Bituminous seal coat on Salem Run Road and a portion of Pine Hill, Pinchtown, Road and Rohler's Church Roads. Award the Bituminous seal coat items 1A, 1B and 1C to Martin Paving, total estimated costs \$65,868.00.

**Motion** by C. Richards and seconded by M. Menges to approve the awarding of the bituminous seal coat on Salem Run Road and a portion of Pine Hill, Pinchtown, Road and Rohler's Church Roads, items 1A, 1B and 1C to Martin Paving, total estimated costs \$65,868.00, as presented. **Passed** 5 ayes

2. Restoration of street cuts as a result of utility and stormwater work. No Bids were received. Township personnel will advertise and bid again.

**The Board collectively decided to re-advertise and rebid the restoration of street cuts as a result of utility and stormwater work project bid due to lack of received bids.**

3. Flexible base repair on Fox Run Road. Award the Restoration of street item 3 to Stewart and Tate, total estimated cost \$38,353.00.

**Motion** by M. Menges and seconded by R. Stone to approve the awarding of the flexible base repair on Fox Run Road and award the Restoration of street item 3 to Stewart and Tate, total estimated cost \$38,353.00, as presented. **Passed** 5 ayes

4. Cold in place recycling of a portion of Conewago Road. Award the cold in place recycling items 4A through 4D to Kinsley Construction, total estimated costs \$241,530.00.

**Motion** by R. Stone and seconded by C. Richards to approve the awarding of the cold in place

recycling of a portion of Conewago Road and to award the cold in place recycling items 4A through 4D to Kinsley Construction, total estimated costs \$241,530.00, as presented. **Passed** 5 ayes

5. Bridge 366, Fox Run Road. Award Bridge 366, Fox Run Road items 1A through 1G to E.K. Services, total estimated costs \$22,544.00.

**Motion** by M. Menges and seconded by R. Stone to approve the awarding of the Bridge 366, Fox Run Road Project items 1A through 1G to E.K. Services, total estimated costs \$22,544.00, as presented. **Passed** 5 ayes

6. Bridge 424, Clearview Road. Award Bridge 424, Clearview Road items 1A through 1D to Clear View Excavation, total estimated costs \$8,500.00.

**Motion** by C. Richards and seconded by R. Stone to approve the awarding of the Bridge 424, Clearview Road Project items 1A through 1D to Clear View Excavation, total estimated costs \$8,500.00, as presented. **Passed** 5 ayes

7. Culvert on Temple School Road. Upon review of the bids, Mr. Fleming has questioned E.K. Services if their bid on item 1H is in error.

Based upon the Township engineers original estimate for the project and the high bid submitted by Clear View Excavation, it appears that E.K. Services may have made an error in their bid due to the significant variation in bid costs placed. If E. K. Services does indicate that they made an error and chooses to withdraw their bid, Mr. Fleming's recommendation would be to award to Clear View Excavation. As a result of the response from E.K. Services, Mr. Fleming informed the Board that E.K. Services has responded and informed Mr. Fleming that they did not make an error within their bid. As a result, Mr. Fleming's recommendation is to move forward and award the Culvert on Temple School Road Project Bid to E. K. Services.

**Motion** by R. Stone and seconded by S. Parthree to approve the awarding of the Culvert on Temple School Road Project items 1A through 1I to E. K. Services, total estimated costs \$31,546.00, as presented. **Passed** 5 ayes

8. Culvert on Rohlers Church Road. Award Culvert on Rohlers Church Road items 1A through 1G to Clear View Excavation, total estimated costs \$24,629.00.

**Motion** by M. Menges and seconded by R. Stone to approve the awarding of the Culvert on Rohlers Church Road Project items 1A through 1G to Clear View Excavation, total estimated costs \$24,629.00, as presented. **Passed** 5 ayes

9. Materials
  - a. Crushed aggregate. Award crushed aggregate items 1A through A14 to York Building Products, total estimated delivered costs \$23,195.00.
  - b. Superpave. Award Superpave items B1 through B5 to York Materials Group,

total estimated delivered costs \$159,192.50.

- c. Cold patch. Award Cold patch item C to Stewart and Tate, totals estimated pick-up costs \$11,700.00.

**Motion** by C. Richards and seconded by R. Stone to approve the awarding of the Materials Bid for Crushed Aggregate, Project items 1A through A14 to York Building Products, total estimated costs \$23, 195.00, as presented. **Passed** 5 ayes

**Motion** by M. Menges and seconded by S. Parthree to approve the awarding of the Superpave Project items B1 through B5 to York Materials Group, total estimated costs \$159,192.50, as presented. **Passed** 4 ayes and 1 nay per R. Stone

**Motion** by M. Menges and seconded by C. Richards to approve the awarding of the Cold Patch Project item C to Stewart and Tate, total estimated costs \$11,700.00, as presented. **Passed** 5 ayes

10. Equipment Rental. No Bids were received for equipment rental. Township personnel will advertise and bid again.

**The Board collectively decided to re-advertise and rebid the equipment rental project bid due to lack of received bids.**

### **Emergency Emig Mill Bridge Repair**

The Township Highway Department discovered an issue with the Emig Mill Bridge. Mr. Fleming has requested an inspection be conducted of the Emig Mill Bridge to determine necessary repairs.

Mr. Fleming contacted the appropriate engineers and inspectors and was given a price cost of \$850.00. Mr. Fleming signed a purchase order and the Emig Mill Bridge Repair will be done in the upcoming week and may last up to four weeks.

### **OLD BUSINESS**

**None to note.**

### **COMMENTS FROM THE BOARD**

**None to note.**

### **PUBLIC COMMENT**

**None to note.**

With no further business, the meeting was adjourned by Chairman Stefanowicz at 8:30 PM. The full Board then entered in to an Executive Session to discuss Creekside Village Development potential litigation matters.

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