

**DOVER TOWNSHIP**  
**BOARD OF SUPERVISORS MEETING**  
**MAY 27, 2014**

The Dover Township Board of Supervisors regular meeting for May 27, 2014, was called to order at 7:00 PM by Vice Chairperson Matthew Menges in the Meeting Room of the Dover Township Municipal Building. *Chair Monica Love was absent, with prior notification.* Supervisors present were Matthew Menges, Charles Richards, Stephen Parthree, and Stephen Stefanowicz. 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; and Trena Hall, Recording Secretary. There were 6 citizens 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 American Flag.

**APPROVAL OF MEETING MINUTES FOR APRIL 28, 2014**

**Motion** by S. Stefanowicz and seconded by S. Parthree to approve the meeting minutes for April 28, 2014, as presented. **Passed** with 4 ayes

**APPROVAL OF THE ROAD TOUR MEETING MINUTES FOR APRIL 29, 2014**

C. Richards noted to add Deep Hollow Road to the 2014 road schedule on page 11 of the packet.

**Motion** by C. Richards and seconded by S. Stefanowicz to approve the road tour meeting minutes, with the correction, for April 29, 2014, as presented. **Passed** with 4 ayes

**TREASURER'S REPORT**

**Motion** by C. Richards and seconded by S. Stefanowicz to approve the warrant total for May 12, 2014, in the amount of \$350,900.33, as presented. **Passed** with 4 ayes

**Motion** by S. Stefanowicz and seconded by S. Parthree to approve the warrant total for May 16, 2014, in the amount of \$93,528.01, as presented. **Passed** with 4 ayes

**Motion** by S. Parthree and seconded by C. Richards to approve the warrant total for May 27, 2014, in the amount of \$164,843.53, as presented. **Passed** with 4 ayes

**PUBLIC COMMENT**

No comments

**ENGINEER'S REPORT by Terry Myers**

**Award Pine Road Water Line Replacement Project** – This project will be completed on Carlisle Road from Emig Mill Road to Pine Road, Pine Road back to High Street, and an alternate bid for High Street to Royal Street. The Township is working in conjunction with Columbia Gas while they are replacing gas lines. There were three bids opened on May 22, 2014. C.S. Davidson recommended awarding Doli Construction with a base bid of \$477,785.00 and the alternate No. 1 of \$88,135.00, totaling \$565,920.00. Funding will come from the reserve account.

**Motion** by C. Richards and seconded by S. Stefanowicz to award the project to Doli Construction with the base bid of \$477,785.00 and the alternate No. 1 bid of \$88,135.00 for the replacement of the water lines on Carlisle Road from Emig Mill Road to Pine Road, Pine Road back to High Street and Royal Street, as presented. **Passed** with 4 ayes

**Award Tower Drive Storm Sewer Repair** – While preparing for surface repair work in the Tower Drive area, the storm drains were videoed and showed that some repairs are needed. Holly Road and Tower Drive have inlets that need repaired or moved. There is some piping that needs to be replaced on Holly Road and on Willow Road. Some inlets need new tops and attention is needed in an area where water is discharged from a sump pump. This water freezes in the street during the winter. The materials for this project consist of 110 feet of 18" pipe, 85 feet of 24" pipe, 3 new inlets and 2 new inlet tops, plus trench restoration. If the project stays under \$19,100, only three quotes are needed. The Township will purchase the materials and only need the contractor to install. Four quotes have been received. The low quote was from Conewago Excavating and Paving at a bid of \$14,843.60. Mr. Myers noted that materials are estimated at \$3,000 for the piping, \$3,000 for the inlets and less than a \$1,000 for stone and paving materials. Vice Chair Menges inquired if this work will be sufficient if the road would need widened in the future. Mr. Myers noted that if the inlets should cause a problem the water can be diverted.

**Motion** by S. Stefanowicz and seconded by S. Parthree to award the Tower Drive Storm Sewer Repair work to Conewago Excavating and Paving at a low bid of \$14,843.60 for labor only, as presented. **Passed** with 4 ayes

**Discussion on Davidsburg Road and Tower Drive** – As part of the preliminary plan, the developer is required to install a turning lane onto Jayne Lane from Davidsburg Road. A traffic study was completed and stated that both turning lanes for Jayne Lane and Tower Drive are warranted. The developer's current proposal shows the Township paying half of the cost to widen Davidsburg Road, including the overlay work. The Township was interested in widening the radiuses from Tower Drive. This would have included moving utility poles, improving Stormwater drains, extending the sidewalk to the intersection and putting a crosswalk in. If the Township does not do the work on Tower Drive, the developer will still need to complete the

turning lane onto Jayne Lane. Terry Myers noted that he will go into more detail at a work session meeting. Attorney Rausch also noted that Right of Way Acquisitions will be needed.

### **SOLICITOR'S REPORT by Attorney Charles Rausch**

No business to report.

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

**Approve Resolution 2014-15 to Adopt a Retroreflectivity Sign Management Plan** – This is a plan for replacing street signs in the municipality which is required by the Federal Government. The “Blanket Replacement Method” has been suggested. The provided map divides the Township into five sections. Replacement of the signs would be completed in a two year cycle over ten years. This method can be altered over time.

**Motion** by S. Parthree and seconded by C. Richards to adopt Resolution 2014-15, the “Blanket Replacement Method” as the Township’s Retroreflectivity Sign Management Plan, as presented. **Passed** with 4 ayes

**Approve Resolution 2014-16 to Submit the Application for the CDBG Funding** – The first priority project is for Stormwater replacement of two culverts on Nursery Road and Temple School Road in 2015. The second priority is the Joint Comprehensive Plan with Dover Borough for 2017. The third priority for 2016 is the water line replacement project on Imperial Drive and Oakley Drive which will involve removing transite line and replacing with ductile iron. Sewer projects were considered but were too high of a cost considering the amount of grant money that could be received.

There is also a Municipal Assistance Program (MAP) which the Township could be eligible to receive up to a \$30,000 grant toward the Joint Comprehensive Plan Revision.

**Motion** by S. Stefanowicz and seconded by C. Richards to approve Resolution 2014-16 to submit the application for the CDBG funding, as presented. **Passed** with 4 ayes

**Authorize Chair Love to Sign the Medic 98 Lease Agreement** – Authorization will be changed to have Vice Chair M. Menges sign the lease agreement. After discussion with Mark Moody, with Memorial Hospital, Medic 98 will lease the smaller space at the amount of \$2,436.40 per year, starting in July of 2014. Changes to be made are: refer to one hospital, the amount of the yearly payment, the size of the occupied space and they will not be paying for their own cable, internet and phone. A small amount of money was added into the yearly lease amount to help pay for the cable, internet and phone. This contract will run July 1<sup>st</sup> to June 30<sup>th</sup>, and will self-renew with an increase by the CPI every year.

**Motion** by S. Parthree and seconded by C. Richards to have the Vice Chair sign the Medic 98 Lease Agreement with the agreed changes, as presented. **Passed** with 4 ayes

**Reapprove PL 13-9 Faire Wynd – Phase III – 46 Lots** – This was previously approved and time has expired. There are no changes. More time is needed.

**Motion** by S. Stefanowicz and seconded by S. Parthree to reapprove PL 13-9 Faire Wynd – Phase III, as presented. **Passed** with 4 ayes

Manager Oswalt noted that she will need a few minutes in the executive session to discuss union negotiations.

### **PUBLIC WORKS DIRECTOR’S REPORT by Charles Farley**

Vice Chair Menges questioned, from Mr. Farley’s report, the significant source of I/I found at the Fox Run interceptor. Mr. Farley noted that this I/I is coming from a sewer lateral and the Sewer Crew is making attempts to meet with the property owner.

Vice Chair Menges also questioned the Nittany Drive “No Parking.” The NYCRPD requested that a traffic study be completed in this area. There is concern with the access for emergency vehicles when there is an over parking of cars. There is a limited amount of parking for residents and participants at the ball fields. Mr. Farley noted that allowed parking helps slow down traffic in that area. C. Richards noted it is hard to pass through in a school bus. It was suggested to paint the corner curbs for no parking.

The parking should be determined by the traffic study. The Board will be waiting for an updated traffic study from Mr. Farley.

### **OLD BUSINESS**

**Discuss Donating Some Fishing Show Proceeds to the Lake Marburg Project** – Kristal Kennedy volunteered her own time to the Lake Marburg Project. She believes this would be a great organization to contribute to and to help promote the Dover Township Fishing Show. A percentage of the proceeds, from raffles, could go towards this project. A donation would be in honor of Lee Snyder who helped make the Township Fishing Show a success.

**Board Consensus** denied the donation and would like to see proceeds stay within the Township.

**Approve Special Events Permit Application** – The application has been downsized. Under the Insurance section, the word “insurance” needed to be corrected.

**Motion** by S. Parthree and seconded by C. Richards to approve the Special Events Permit Application with the correction, as presented. **Passed** with 4 ayes

**COMMENTS/NEW BUSINESS FROM BOARD OF SUPERVISORS**

S. Stefanowicz noted that he will be attending the Sewer Authority meeting tomorrow night. He was unable to attend the 5<sup>th</sup> grade tours at the Waste Water Treatment Plant but heard the presentation was excellent.

C. Richards requested to discuss the Pro Electric Litigation during executive session.

Vice Chair Menges asked the Board for a count of who is interested in participating in the 250 year celebration of the Dover Borough. A vehicle will be provided to ride in the parade.

Vice Chair Menges wanted to compliment Wayne Latchaw and the Facility Crew for already bringing attention to the needed sidewalk improvement at the Community Center.

Vice Chair Menges provided information from the Northern Regional Police meeting this month. Year to date through the end of April 2014, there has been a 16% increase in calls for Dover Township. After the audit, it was determined that funds were available to place in the Pension Sinking Fund (\$275,000). This will help with the Minimum Municipal Obligation for this year. In addition, \$15,000 was put towards the Tech Fund, for new radios.

Vice Chair Menges noted that June 8, 2014 he will be attending the Ashley Farms Property Owners meeting. They will be discussing whether they want to continue as a homeowner association or turn it over to the Township. Vice Chair Menges will be attending as a resident and a supervisor.

**COMMENTS FROM PUBLIC PRESENT**

No comments

With no further business, the meeting was adjourned by Vice Chair Menges at 8:20 PM into an executive session to discuss the Pro Electric Litigation and Union Negotiation.

Respectfully submitted by: \_\_\_\_\_  
Trena M. Hall, Township Secretary