DOVER TOWNSHIP
BOARD OF SUPERVISORS MEETING
May 29, 2012

The Dover Township Board of Supervisors regular meeting for Tuesday, May 29, 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; Karen Wilson, C. S. Davidson, Inc.; Charles Farley, Public Works Director; and

Dawn Slegel, Recording Secretary. There were 16 citizens seated in the audience. This meeting has

been recorded for minute purposes only.

It was announced that a work session was held at 6 PM this evening regarding the MS4 Stormwater

Reporting. 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.

PUBLIC HEARING ON THE ZONING MAP REVISION

Atty. Rausch reported that the public hearing was being held for a zoning revision of the Terra Vista

property which is located on the north side of Davidsburg Road on approximately 22.2 acres. It is

currently zoned R1 with the proposed change to be R3.

There weren’t any comments made by the public at this time.

The public hearing was closed at 7:06 PM.

APPROVAL OF MEETING MINUTES FOR APRIL 23, 2012

Motion by M. Love and second by M. Husson to approve the meeting minutes for April 23, 2012

as presented. Passed with 5 ayes.

Atty. Rausch requested clarification of the minutes for April 23, 2012 that the Executive Session was

regarding personnel on contract issues, specifically on Union contract issues.

TREASURER’S REPORT

Motion by C. Richards and second by M. Husson to approve the warrant total for May 4, 2012 in

the amount of $240,387.18 as presented. Passed with 5 ayes.

Motion by M. Menges and second by M. Love to approve the warrant total for May 14, 2012 in the

amount of $371,003.41 as presented. Passed with 5 ayes.

Motion by M. Husson and second by M. Love to approve the warrant total for May 25, 2012 in the

amount of $126,710.18 as presented. Passed with 5 ayes.
PUBLIC COMMENT PERIOD
Listed on the Agenda
Laura Gurreri, York County Convention & Visitors Bureau - Update on Tourism in York County. She reported Dover area businesses which are a part of their membership include Miss Lucy’s Dog Treats, The American Made Store, Barefoot Farms, and Baer House Bed and Breakfast. She listed all of the assets of the County Visitors Bureau, upcoming Sport York activities, and future events within York County.

It was mentioned that historical landmarks and buildings in all of the York County area (not only in the City of York), specifically the Restored Blacksmith Shop and the Civil War campaign of General Early through Dover, should be recognized by the Visitors Center so visitors are aware and can visit these historical sites during their stay in the County.

Randy Lerew, 3812 Kings Lane - Fence Waiver Request from Drainage Easement. Mr. Lerew was asking to place a six foot privacy fence in a swale area.

Mr. Farley requested that Mr. Lerew keep the fence three to four inches above ground level. The fence posts placed within the easement area must be removable.

Motion by C. Richards and second by M. Shermeyer to grant the fence waiver within the drainage easement at 3812 Kings Lane contingent on the signing and recording of an easement agreement and payment of the costs associated with the easement agreement. Passed with 4 ayes and 1 nay with opposition by M. Love.

Tammy Rau, 2019 Shaffer Circle - Fence Waiver Request from Drainage Easement. Ms. Rau provided photographs of her property to the Board. Her building permit application for the fence was denied because fences are not permitted in any type of Township easements unless waived by the Board of Supervisors. The twenty foot drainage easement on the side yard contains an underground pipe. It must be understood that removal of sections of the fence will be the responsibility of the property owner in order for the Township to maintain or replace the stormwater pipe at any time.

Motion by M. Menges and second by M. Husson that the fence waiver be granted at 2019 Shaffer Circle contingent that the fence is kept five feet away from the Township marking of the pipe in the drainage easement only (not pertaining to the sewer easement) and the signing and recording of an easement agreement with payment of the associated costs. Passed with 4 ayes and 1 nay with opposition by M. Love.

Tom Fadely, Dover Lions Club - Rental Fee Waiver Request for Carousel Building and Park Beautification. Mr. Fadely provided the Board with a letter requesting the use of the Carousel Building for a few of the Dover Lions Club meetings. The letter entailed all of the services they provide to the community. He discussed their club’s plan to plant shrubbery along the right side/rear of the new Carousel Building. He also requested a cost reduction of their rental rate for the Carousel Building.
Motion by M. Husson and second by M. Menges to grant the Dover Lions Club a waiver of the Carousel Building rental fees for their requested meeting dates, July 12 and September 27, 2012. Passed with 3 ayes and 2 nays with opposition by M. Shermeyer and M. Love.

It was discussed that fee waiver requests for non-profit organization park/facility rentals would be handled by the Board of Supervisors on a case-by-case basis.

Not Listed on the Agenda
Dennis Samuel Crone, Dover Township resident, presented the Board with a petition for redress of grievances dealing primarily with, but not limited to, forced contracts, such as mandatory garbage collection.

Paul Edger, Attorney with the Law Office of Peter Russo, representing a client at 4571 South Salem Church Road, asked the Board’s position on the Township assisting with PennDOT to repair the sink holes on this property.

Atty. Rausch responded that the agreement between the Township and PennDOT has not yet been fully executed by PennDOT. After this process is complete, the plan is to hold a meeting with all of the affected property owners, PennDOT, and the Township to discuss the necessary repair work.

It was clarified that Dover Township would assist with the PennDOT project when the agreement has been signed by PennDOT.

Mr. Myers questioned a change of South Salem Church Road in the past. The improvements made by PennDOT softened the curve and pulled the roadway away from the homes. He questioned whether the right-of-way was abandoned or changed at that time.

Atty. Edger could not provide a decisive answer.

Mr. Myers reported that PennDOT wants to stay within their right-of-way and this issue will have to be determined.

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

COMMENTS FROM STAFF
Kristal Kennedy - Relocation of Recreation Events. Mrs. Kennedy requested permission to relocate the Family Fun Fest to the new Township property behind the Municipal Building due to insufficient parking at Lehr Park. She noted that she would also incorporate the Touch-a-Truck Program with this event. She was unsure whether the location would be changed this year or wait until next year. All of the parking areas are within walking distance from the new location. Parking is available at the high school, intermediate school, the Community Park, and the Municipal Building.

Board Consensus was to give the Recreation Direction authorization to relocate Family Fun Fest to the new Township property on Municipal Road.
Mrs. Kennedy also requested the Board’s permission to relocate the Community Yard Sale event from Lehr Park for the same reason above.

**Board Consensus** was to give the Recreation Direction authorization to hold the Community Yard Sale event at the new Township property on Municipal Road.

**Charles Farley - Board Approvals:**

**Authorization to Proceed with Initial Steps to Develop an Agreement with the Mobile Home Park Owners** - Mr. Farley indicated that these are steps to deal with stormwater on previously vacant lots with the addition of new mobile homes on them.

**Motion** by M. Menges and second by M. Love to authorize the Public Works Director to proceed with the initial steps to develop an agreement with the mobile home park owners relating to stormwater management. **Passed** with 5 ayes.

**Approval of the Columbia Gas Road Occupancy Permit for 1806 Hilton Avenue** - The PUC tariffs afford the right for Columbia Gas to install new utility service lines which may require road cuts on newly paved Township roads. Columbia Gas guarantees their road repair work.

**Authorization for the Public Works Director to Approve Future ROPs from Columbia Gas on Newly Paved Roads** - **Motion** by M. Love and second by C. Richards to authorize the Public Works Director to approve the ROP for 1806 Hilton Avenue and future ROPS on newly paved roads. **Passed** with 4 ayes and 1 nay with opposition by M. Husson.

Atty. Rausch advised that the PUC tariff applies to any utility not just Columbia Gas.

**Permission to Continue Discussion with Joel McNaughton for a Potential Well Site** - Former studies indicated the McNaughton property located between the Shadowbrooke Development and Bull Road is a good location for a future potential well site.

**Authorization for Hydro-Geologist Investigations** - **Motion** by M. Love and second by M. Husson to grant permission for the Public Works Director to continue discussion with Joel McNaughton for a potential well site and authorize hydro-geologist investigations on the McNaughton property. **Passed** with 5 ayes.

**Approval of Buchart-Horn Proposal for GIS Mapping** - In order to meet DEP requirements, Mr. Farley is requesting that Buchart-Horn perform the GIS mapping work to develop a useful map to further reduce the inflow and infiltration in the Township’s sewer collection system. This proposal of $40,500 was budgeted from the sewer fund. The new sewer collection system map will be given to the Township’s GIS Specialist for future maintenance and upkeep.
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Motion by M. Love and second by M. Husson to approve the proposal from Buchart-Horn for the GIS mapping of the Township’s sewer collection system. Passed with 5 ayes.

ENGINEER’S REPORT by Terry Myers
Approval of Application for Payment No. 9 (Final) to Poole Construction for $9,375.00 on Carousel Building - This payment releases all of the retainage and pays for the cost of the exterior painting. Poole does have a maintenance guarantee in place for 100% of the contract cost.

Motion by C. Richards and second by M. Menges to approve Application for Payment No. 9 (final) to Poole Construction for the Carousel Building in the amount of $9,375.00. Passed with 5 ayes.

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

Marlborough Road Stormwater Improvements Project - Mr. Myers provided the Board with a plan to alleviate a stormwater problem in the rear properties of Marlborough Road. The project consists of five inlets and 500 feet of pipe beginning with a 15" diameter pipe and ending with 12" diameter pipe. This design will handle a ten year storm. A saddle for each affected property owner will be provided to accommodate a sump pump, downspout, or area drain. The overall project cost is estimated to be approximately $30,000. Quotes from local contractors, pipe suppliers, and inlet suppliers will be obtained for the next meeting. All of the easement agreements have been recorded. The construction will be scheduled for July or August when the weather conditions are dry.

Board Consensus was to have the Township Engineer continue with the Marlborough Road Stormwater Improvements Project as proposed by Mr. Myers.

Community Park Pedestrian Bridge Replacement - A proposed schedule for the Community Park pedestrian bridge replacement was given to the Board by Mr. Myers. The permitting process has begun. The bridge has a fifteen week delivery period. A bid must be procured for the bridge structure. This schedule is divided into two separate contracts. One will be to furnish the bridge. The other is to modify the abutments for the new bridge and to build the new bridge and approaches. The construction should be completed by the end of October.

Board Consensus was to authorize the Township Engineer to continue with the schedule as proposed for the replacement of the Community Park pedestrian bridge.

Wyngate Stormwater Basin Repairs - This basin is located in the Rock Creek Development on Wyngate Drive. Mr. Myers reported that the pipe in the basin has collapsed and a portion has washed away. Quotes will be obtained for a 24" diameter smoothline plastic pipe, to adjust the discharge channel and fill with rip rap, and to relocate the emergency spillway close to the discharge pipe. FEMA/PEMA funds were received from the 2012 flood damages and some Township funds were also budgeted. Future improvements may include the concrete channel.
2012 Township Bridge Maintenance Program - The County Bridge Report noted removing debris and opening the channel to acquire capacity, adding rip rap to protect the structure that the bridge sits on, and some concrete repairs which consist of beams with cracks. Township bridges to be repaired are located on Dairy, Fox Run, Butter, Rohlers Church, Clearview, Taxville, and Pine Hill Roads.

Mr. Myers asked for approval of Change Order No. 2 from Pantano & Sons in the amount of $3,993.00 for concrete sidewalk work around the Carousel Building.

Motion by C. Richards and second by M. Love to approve Change Order No. 2 from Pantano & Sons in the amount of $3,993.00 for concrete sidewalk work around the Carousel Building. Passed with 5 ayes.

Question for the Township Engineer - It was asked how long the South Salem Church Road Bridge would be closed.

Responses were that PennDOT will have it closed until the Fall sometime.

SOLICITOR’S REPORT by Atty. Rausch
Atty. Rausch had nothing to report to the Board at this time.

MANAGER’S REPORT by Laurel Wilson
Ordinance 2012-03 Amending the Zoning Map - The ordinance was officially advertised.

Motion by M. Love and second by M. Menges to adopt Ordinance 2012-03 amending the Zoning Map for the Terra Vista property. Passed with 4 ayes with opposition by M. Husson.

Authorization for the Township Manager to Sign the Contract with York County Solid Waste Authority for the Recycling Collection Containers - Since the Township Manager had recently signed the York County Solid Waste Authority Contract, she asked the Board to ratify the signing of the contract in order to receive the new 32 gallon recycling containers.

Motion by C. Richards and M. Husson to authorize the Township Manager to sign the contract with York County Solid Waste Authority for the recycling collection containers. Passed with 4 ayes and 1 abstention from M. Menges.

Authorization for the Township Secretary to Sign the Request for Planning Waiver & Non-Building Declaration for the Steven Miller Subdivision - Motion by M. Love and second by C. Richards to authorize the Township Secretary to sign the Request for Planning Waiver & Non-Building Declaration for the Steven Miller Subdivision. Passed with 5 ayes.

Authorization to Advertise Proposed Ordinance on Parking Restrictions - Motion by M. Husson and second by C. Richards to authorize the advertisement of the proposed ordinance for parking restrictions at the intersections with Jayne Lane and with Jodi Lane. Passed with 5 ayes.
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Acknowledgment of Michael Feight’s Six Month Probationary Period Completion - The Board acknowledged Michel Feight for the completion of his six month probationary period to a full-time Public Works employee with benefits for Dover Township.

For informational purposes, Tri-Town Boys Club has applied for and obtained their sewer permit. The actual physical sewer connection of the snack stand has not yet been completed.

OLD BUSINESS

Payment of the Township’s 25% of the Recycling Containers - A decision was never reached on how the 25% cost of the Township’s share for the recycling containers should be paid. The two payment options are either to use funds from the Capital Reserve or take Penn Waste’s offer to upfront the cost for the Township and bill the Township over a twelve month period. The Township’s portion should cost approximately $24,000.

Motion by M. Love and second by M. Husson to approve payment of the Township’s 25% cost for the recycling containers from the Capital Reserve Fund. Passed with 4 ayes and 1 abstention by M. Menges.

COMMENTS/NEW BUSINESS FROM THE BOARD OF SUPERVISORS

Supervisor Menges requested time in the Executive Session to discuss potential litigation against the Township.

Supervisor Love commented on the great job that was done on the Carousel Building Dedication and Open House. C. S. Davidson’s help was fantastic. A big “THANKS” to all the Staff that were involved.

Supervisor Richards added that he thought the event was great also. He was truly surprised by the amount of people in attendance.

Chair Shermeyer agreed and heard numerous good comments regarding the new Carousel Building. She reported on the recent vandalism in the parks and suggested some deterrents. She also announced that Glenn Jansen applied and received a State Grant of $10,600 for the Dover Township Volunteer Fire Department which was used to purchase five Automated External Defibrillators.

Mr. Jansen noted that their AEDs are now compatible with the Ambulance Club’s.

Chair Shermeyer thanked the Facilities Maintenance Crew for their assistance in setting up traffic cones along Canal Road and maintaining a safe crosswalk at Intermediate Avenue for the Dover Elementary third grade students who took the historical walk given by the Dover Area Historical Society through the Dover Borough. After the walk, the students had lunch at Community Park and then returned to school.

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 9:06 PM by Chair Shermeyer into an executive session on personnel issues and a potential litigation matter as requested by Supervisor Menges.

Respectfully submitted by: _____________________________________

Dawn D. Slegel, Township Secretary