

**DOVER TOWNSHIP  
BOARD OF SUPERVISORS MEETING  
MEETING MINUTES  
June 13, 2016**

The Dover Township Board of Supervisor's Meeting for Monday, June 13, 2016, was called to order at 7:00 PM by Chairperson Matthew Menges in the Meeting Room of the Dover Township Municipal Building. Supervisors present were Matthew Menges, Charles Richards, Stephen Stefanowicz and Stephen Parthree. Supervisor Robert Stone was absent with prior notification. Other Township Representatives in attendance were Laurel Oswalt, Township Manager; Georgia Sprenkle, Township Zoning Officer; Attorney Charles Rausch, Township Solicitor; Michael Fleming, Township Public Works Director; Bradley Hengst, Township Sewage Enforcement Officer; Brian Widmayer, Township Deputy Fire Chief and Tiffany Strine, Recording Township Secretary. There were seven citizens present. This meeting is being recorded for the purpose of minutes only.

**Chair Menges announced; prior to the start of this Board of Supervisors Meeting, a work session was held at 6:00 PM for the purposes of discussing the Township On-Lot Septic Ordinance.**

A moment of silence was requested, followed by the reciting of the Pledge of Allegiance to the American Flag.

**APPROVAL OF THE WORK SESSION MEETING MINUTES FOR MAY 23, 2016**

**Motion** by S. Stefanowicz and seconded by C. Richards to approve the Work Session Meeting minutes for May 23, 2016, as presented. **Passed** with 4 ayes

**APPROVAL OF THE BOARD OF SUPERVISORS MEETING MINUTES FOR MAY 23, 2016**

A revision was made to amend the May 23, 2016, Board of Supervisors minutes as follows; to amend Page 4, First Motion on Page 4, to remove S. Parthree and replace with S. Stefanowicz.

A revision was made to amend the May 23, 2016, Board of Supervisors minutes as follows; to amend Approval of Buchart Horn Project for Temporary Flow Meter Installation and Service Contract Proposal 33533, Page 4, and to amend Approval of Buchart Horn Project for the Amendment for Long Term Flow Meter Installation and Service Contract Proposal 31457B, Page 5, to now both state, 3 ayes and 1 nay.

**Motion** by S. Parthree and seconded by S. Stefanowicz to approve the Board of Supervisor's meeting minutes for May 23, 2016, as presented. **Passed** with 4 ayes

**TREASURER'S REPORT**

**Motion** by S. Stefanowicz and seconded by C. Richards to approve the warrant total for June 6, 2016 in the amount of \$314,111.17, as presented. **Passed** with 4 ayes

**Motion** by S. Stefanowicz and seconded by C. Richards to approve the warrant total for June 13, 2016 in the amount of \$126,611.37, as presented. **Passed** with 4 ayes

## **PUBLIC COMMENT**

None to note.

### **SEWAGE ENFORCEMENT OFFICER'S REPORT by Township Sewage Enforcement Officer Bradley Hengst**

#### **3461 School House Road – Betty L. Keefer Estate**

The Township Sewage Enforcement Officer stated that he is currently working with an on-lot septic system at a property located at 3461 School House Road, also known as the Betty L. Keefer Estate. This property's on-lot septic system is in need of repair and has failed necessary percolation tests on various occasions.

Mr. Hengst is requesting approval from the Board of Supervisors; utilizing best technical guidance, to grant the authority to Mr. Hengst to issue a permit for this property. The proposed permit would constitute repairs and changes to construct the largest maximum size mound needed on the property in order to have the on-lot septic system properly function to code.

**Motion** by S. Parthree and seconded by S. Stefanowicz to approve the proposed permit for the Betty L. Keefer Estate; located at 3461 School House Road, requested by Township Sewage Enforcement Officer Bradley Hengst, as presented. **Passed** with 4 ayes

#### **4610 Paradise Road – C. R. Property Group, LLC.**

The Township Sewage Enforcement Officer stated that he is currently working with an on-lot septic system at a property located at 4610 Paradise Road, owned by C.R. Property Group, LLC. The referenced plan contains two subdivided building lots. There is a home on one of the lots with a failing on-lot septic system. The property's on-lot septic system is in need of repair and percolation tests to correct the on-lot septic problems have repeatedly failed on the current building lot. It is being proposed to construct a mound on the adjoining building lot property to have the current on-lot septic system repaired and to properly function for the existing home.

Mr. Hengst has proposed a plan and permit for this process and is seeking the Board of Supervisor's approval to proceed with his recommended plan and permit. In addition to this; Attorney Rausch suggested amending the deed for the property, to have the deed clearly state that these lots will not be separated.

**Motion** by S. Parthree and seconded by S. Stefanowicz to grant conditional approval for the proposed permit for the C.R. Property Group, LLC. Property; located at 4610 Paradise Road and that the request be granted upon satisfactory documentation as deemed by the Township Solicitor; Charles Rausch, that the herein stated properties cannot be separated, as presented. **Passed** with 4 ayes

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

**Re-Approval of PL 14-9 – Kenneth Kottmyer Estate – Poplar Road**

**Motion** by C. Richards and seconded by S. Parthree to approve Re-Approval of PL-14-9, Kenneth Kottmyer Estate, Poplar Road, as presented. **Passed** with 4 ayes

**Re-Approval of PL 15-13 – Robert Twitchell – 5030 North Salem Church Road**

**Motion** by S. Parthree and seconded by C. Richards to approve Re-Approval of PL-15-13, 5030 North Salem Church Road, as presented. **Passed** with 4 ayes

**Herbert Miller Property – 5371 Davidsburg Road – Status Update**

Ms. Sprenkel stated that the property owner Mr. Herbert Miller; located at 5371 Davidsburg Road, was cited for a Township ordinance violation regarding the unfit and unsafe conditions of his property. Ms. Sprenkel stated that she has received no response as of this date and she has no further updates at this time.

**SOLICITOR'S REPORT by Township Solicitor, Attorney Charles Rausch****Ecostruction, LLC Contract Approval – Standard Three-Party Contract Agreement for Contractual/Construction Services**

Attorney Rausch stated that he received the contract from Ecostruction, LLC regarding Standard Three-Party Contract Agreement for Contractual/Construction Services. The project consists of the restoration of an unnamed tributary to Fox Run in Dover Township including the extension and stabilization of an outfall pipe under Fox Run Road near the entrance on the property. The intent of the project is to stabilize eroding streambanks to protect resources including downstream and upstream infrastructure. This project is to be partially funded thru a grant by the York County Conservation District Habitat Improvement Program. However; at this time, the Township is unclear whether the grant is still available.

**Motion** by C. Richards and seconded by S. Parthree to approve Ecostruction, LLC. Contract, Standard Three-Party Contract Agreement for Contractual/Construction Services; contingent upon approval of the extension of the applicable grant, as presented. **Passed** with 4 ayes

**MANAGER'S REPORT by Manager Laurel Oswalt****Acceptance of Purchase of Properties on the Repository List**

Manager Oswalt stated that she is asking for acceptance of the purchase of two properties on the repository list. These two properties are located within Delbrook Estates. Mr. Oermann; the owner of Delbrook Estates, is interested in purchasing these mobile homes.

**Motion** by C. Richards and seconded by S. Parthree to approve the Acceptance of Purchase of Properties on the Repository List located at 2719 Gena Circle, Dover and 2733 Gena Circle, Dover, as presented. **Passed** with 4 ayes

**Authorization to have the Township Manager Submit Draft Letter to Pennsylvania**

**Department of Transportation; Engineering District 8-0, on Behalf of Terra Vista**

Manager Oswalt stated that the developer of this area was in discussions with Mr. William Gerber regarding some widening and right-of-way to be taken in exchange for a fee and some site improvements. An agreement has been reached in this matter with the property owner; however, there is still a need for asymmetrical widening due to a stream that runs under to Davidsburg Road that is protected. Manager Oswalt stated that any widening of Davidsburg Road to the South near the intersection of Admire Road would specifically impact regulated waters. PENNDOT will not allow for the asymmetrical widening without Township consent. Therefore; Manager Oswalt is seeking Board of Supervisors authorization to have her sign and submit a letter to the Pennsylvania Department of Transportation, Engineering District 8-0, on behalf of Terra Vista so that the Highway Occupancy Permit can be processed for this project.

**Motion** by S. Stefanowicz and seconded by S. Parthree to authorize the Township Manager to Submit a Draft Letter to Pennsylvania Department of Transportation; Engineering District 8-0, on Behalf of Terra Vista, as presented. **Passed** with 4 ayes.

**NEW BUSINESS FROM THE BOARD OF SUPERVISORS**

S. Stefanowicz stated that he will be partaking in a tour of the Township water system and water facilities with Corey Flythe, Lead Township Water Department Operator.

S. Parthree provided the Board of Supervisors with an update on the proposed Dover Senior Center building plan project. S. Parthree stated that the preliminary plans and preliminary drawings were reviewed. S. Parthree stated that the potential project is estimated to be two to three years out from actual implementation.

C. Richards informed the Board of Supervisors of recent updates within the Township Industrial/Commercial Development Committee. C. Richards stated that the I/CD Committee is making great progress with idea generation and the creation of useful public outreach information.

**PUBLIC COMMENT**

None to note.

With no further business, the meeting was adjourned by Chair Menges at 8:00 PM.

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