

**DOVER TOWNSHIP
BOARD OF SUPERVISORS MEETING
JULY 14, 2014**

The Dover Township Board of Supervisors regular meeting for July 14, 2014, was called to order at 7:00 PM by Chair Monica Love in the Meeting Room of the Dover Township Municipal Building. Supervisors present were Monica Love, Matthew Menges, Stephen Parthree, and Stephen Stefanowicz. *Charles Richards was absent with prior notification.* Other Township Representatives in attendance were Laurel Oswalt, Township Manager; Attorney Charles Rausch, Township Solicitor; Terry Myers, Township Engineer; Charles Farley, Township Public Works Director; and Trena Hall, Recording Secretary. Paul Gross from Buchart Horn, Inc. was in attendance. There were no 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.

There was a work session discussing the Dover Sewer Authority and an executive session on Personnel Issues.

APPROVAL OF WORK SESSION MEETING MINUTES FOR JUNE 23, 2014

Motion by S. Stefanowicz and seconded by S. Parthree to approve the work session meeting minutes for June 23, 2014, as presented. **Passed** with 4 ayes

APPROVAL OF MEETING MINUTES FOR JUNE 23, 2014

Motion by S. Stefanowicz and seconded by M. Menges to approve the meeting minutes for June 23, 2014, as presented. **Passed** with 4 ayes

TREASURER'S REPORT

Motion by M. Menges and seconded by S. Stefanowicz to approve the warrant total for July 7, 2014, in the amount of \$108,524.13, as presented. **Passed** with 4 ayes

S. Stefanowicz questioned the lawn service amounts. Manager Oswalt noted that Krone's Lawncare Service does the mowing of properties that are not being maintained under the property maintenance code. Tee to Green mows all of the Township's properties except Hadley Drive and the Golf Course. S. Stefanowicz also questioned the invoices for Suburban Testing. This is for the Water Department's testing at the wells for UCMR's. He also stated that the Township should start using local mechanics for repairs and maintenance of vehicles and equipment, if possible.

Motion by M. Menges and seconded by S. Stefanowicz to approve the warrant total for July 14, 2014, in the amount of \$422,207.79, as presented. **Passed** with 4 ayes

PUBLIC COMMENTS

On Agenda

Paul Gross (Buchart Horn, Inc.) – Discuss the Status of the Dewatering Project at the WWTP and a Briefing on the Sewer Lining Project – Mr. Gross was present, to represent the Sewer Authority on discussing and answering any questions on the proposed dewatering project. This project should take place within the next 18 months. The existing belt presses are in dire need of being replaced. The Authority's goal is to bid the project out by the end of 2014 with a 2015 construction schedule. The largest part of the project is purchasing the dewatering equipment and making sure the equipment will fit in the current building. Needed items for this project is the costly screw press, a grit sump pump, scum pit for clarifier 3 & 4, drain system for Train 1 oxidation ditches, a hauler dump station upgrade, improve the mixing of digesters, a biofilter rehab, and additional storage space. The Authority is currently in preparation of refinancing some bonds to possibly make some monies available. This project will require borrowing money through the Authority, coming to the Township, or borrowing from the excess funds with the Township serving as the bank for financing. BH is prepared to go back to the Authority in August and get started on the project.

Manager Oswald noted that Rob Stone suggested keeping one of the belt presses as an option for security. The plant staff is concerned with only having one screw press. Parts cannot be purchased to replace broken items on the current belt presses. Parts can be repaired or made at local machine shops. Some good point about this new equipment; it can be retrofitted for class "A" sludge when it is required, the maintenance of the equipment and reduced energy consumption.

Sewer Lining Project

This project will consist of about 8,000 feet of lining in a right of way, south of Canal Road. The project will soon be out for bid. This area of Canal Road is considered a high usage area, causing limitations on construction time. The Township's noise ordinance will be looked at to see if night work is possible. Hours of work can affect the pricing of the job. Manager Oswald noted that there is an exemption for municipal and utility services.

This project will be bid on a whole or two parts. There is a little over \$500,000 in the available Operating Fund. This may use all of the money available.

ENGINEER'S REPORT by Terry Myers

Tower Drive Drainage Improvements – This project is complete. An inlet was shifted to avoid a sewer and water service crossing. A pipe was shortened up by 30ft but then the sump pump

discharge was extended by 30ft. There were two gas main crossings that had to be exposed. The project as a whole should balance out close to the original bid. A change order will be submitted at the next Board meeting.

Pine Road Water Line Replacement – There has been a request from Corey Flythe, crew leader of the Water Department, to extend the water line replacement on Pine Road. He would like to have about another 140’ added past a recent water repair on Pine Road. He would like to take the repaired line out of service. A quick estimate for this additional 140’ of piping and two new services will cost around \$15,000 off the road or about \$16,000 to \$17,000 if street restoration is needed. Mr. Myers will present a change order at the next Board meeting. The contractor has been issued the notice to proceed and he now has 90 days to complete the project.

Board Consensus agreed to allow Terry Myers to create the change order for the Water Line Replacement.

Meeting with Mr. George Gerber – Manager Oswalt and Terry Myers met with Mr. Gerber in regards to the triangular piece of property that needs to be obtained to do the extension of the road through Terra Vista and Brownstone. Mr. Gerber asked to have that area of the field marked. He has an energized fence in that area that will need to be relocated and 5 black walnut trees that will need to be taken down. Mr. Gerber did discuss a potential option to trade land. He would like a buffer from the development in the front of his property, where his farm is. This meeting was also about replacing the sewer interceptor in that area. The Township will need to obtain the right of way. The right of way may need to come down the road and not by the stream.

SOLICITOR’S REPORT by Attorney Charles Rausch

Stormwater - Attorney Rausch just received and is reviewing the draft for the Regional Stormwater agreement. One of the agreements is that the deadline to opt in or out of the plan is on August 31, 2014. If you opt out, you must have a plan in order by August 31, 2014. The financial part is worked out and Attorney Rausch will provide comments to the Board in August. An inter municipal ordinance will be needed to go along with the agreement. Attorney Rausch will let the Township know when to advertise for the ordinance to be passed in August.

Fireworks – Attorney Rausch received a copy of the draft fireworks ordinance. He will review and give recommendations to the Board.

Admire Water Tank – Shentel is looking to put equipment on the Township’s corral at the Admire Tank. Attorney Rausch will review the draft agreement and then present it to the Board at the last August meeting to adopt the agreement and the ordinance.

MANAGER'S REPORT by Manager Laurel Oswalt

No business requiring any action to be made.

Manager Oswalt would like the Board to review the recycling report. During the last discussion of the contract the Board was interested in requiring commercial businesses to be under the contract. Manger Oswalt inquired if this Board would like this requirement to be included in the contract. Susquehanna Township, in Dauphin County, made commercial businesses participate. Manager Oswalt will try and get in contact with them to ask for assistance. One hard issue was trying to have apartment complexes and mobile home parks participate to have all residents treated equally. The Township has three more years to discuss this. The hour of operation for commercial businesses is different. This report is to help increase recycling and participation from the residents and businesses. There will likely be an ordinance revision to come.

PUBLIC WORKS DIRECTOR'S REPORT by Charles Farley

Approve Proposed Changes to the Stormwater Management Requirements at 6450

Harmony Grove Road – This was withdrawn from the meeting and was addressed.

Authorization to Advertise Ordinance 2014-04 to Amend Designated Parking Restrictions

on Nittany Drive – Input from the Township Board, emergency first responders and a traffic study supports the change to “No Parking” on the north side of Nittany Drive.

Motion by M. Menges and seconded by S. Parthree to authorize the advertisement of ordinance 2014-04 to Amend Designated Parking Restrictions on Nittany Drive, as presented. **Passed** with 4 ayes

Authorization to Purchase Tractor/Mower Combination – The Township is currently renting a 2014 John Deere 6105M 4WD, since the frame on the 1995 John Deere 6310 TRT tractor is bent. This is the tractor the Township is considering to purchase at a cost of \$124,269.26. The mower will be switched out for a 50” Flail mower head. The Township is the first user of this new tractor. The rental of this tractor runs out on Wednesday, July 16, 2014 and cannot be renewed. The Township has already extended the rental date. Purchasing this tractor would provide no interruption of mowing service. The new tractor is snowplow ready with a package deal of accessories. This tractor will be purchased through COSTAR.

It is not known how the frame became bent. The estimated cost to repair the tractor is around \$30,000. This repair does not seem feasible for the age and wear of the tractor. The tractor is being held at Finich Services, Inc.

When shopping for the new tractor, the staff chose to move towards the future with a larger style tractor; factoring in the travel time to jobs, quickening mowing time, and using for snow

plowing. The Board was not pleased with this unexpected expense and suggested only replacing the tractor. This is not possible since there are no newer tractors available to fit the current mower nor can the mower be used on other models of tractors. The Board suggested looking into a 5 series tractor instead of the 6 series with attachments. Mr. Farley noted that a smaller size will only save a few thousand. The Board requested to have future purchases provide more quotes and selections to compare to. There is another Township interested in purchasing only the old mower.

The Board requested that Mr. Farley present a 5 year equipment plan at the August meeting. Large items need to be budgeted. The plan should have an inventory of equipment, when they were put into service, and the useful life left on the equipment. Glenn Kern has currently provided a list to the Manager of equipment that is in need of being replaced and this was not one of them. This mower damage necessitated the replacement.

Financing will be through the same place as the tractor is being bought, Tiger Corporation. The first annual payment will be deferred till the first of the year.

S. Stefanowicz offered to look around for another tractor or the cost to have the damaged tractor repaired. Replacing or repairing the tractor would then leave the Township with an additional piece of equipment as back up.

The Board was not convinced that the proposed tractor was the tractor to purchase at this cost. If the Board denies this purchase the tractor will be returned on Wednesday and the Township's mowing of right of ways will come to a stop. The Board is not comfortable with this purchase but it is needed.

Motion by S. Stefanowicz and seconded by Chair Love to authorize the purchase of the 2014 John Deere 6105M 4WD tractor with the agreed financing terms, and cost of \$124,269.26, as presented. **Opposed** with 2 ayes and 2 nays

The Board questioned if the \$5,000 to rent the mower will be applied to the total amount due when purchasing. Yes, this fee will be applied.

Manager Oswalt wanted to clarify that the Board did not want to fix the current tractor. The Township should still pursue other options to replace or repair the tractor. The Board is requesting more options and quotes to be presented at the next Board meeting. Manager Oswalt will need authorization to sell the tractor and mower as a whole or in pieces. She did note that the tractor combination can be sold to another municipality without bidding.

The Board suggested having Mr. Farley ask to keep renting the tractor for two more weeks. This would allow more time to explore other options on replacing or repairing the existing mower.

Mr. Farley did have more bids from New Holland, Finch and John Deere to compare options. These quotes were all close in costs. If the Township would rent a tractor for another month all cost savings will be lost.

The only negative comment on the tractor was the employees are still unfamiliar with the feel of the tractor. They just need time to become familiarized with the tractor. This purchase will be a step into the future with this larger frame built tractor.

After this long debate over the horsepower, boom, mower, and tractor size, the Board continued with another motion. It was suggested to sell the tractor combination in pieces.

Motion by S. Stefanowicz and seconded by Chair Love to authorize the purchase of the 2014 John Deere 6105M 4WD tractor with the agreed financing terms through F.M.B. Commercial Leasing, and a purchase price of \$124,269.26, as presented. **Passed** with 3 ayes and **Opposed** with 1 nay by M. Menges

Motion by M. Menges and seconded by S. Stefanowicz to authorize Manager Oswald to sell the old tractor as a whole and hold onto the mower/boom for now, as presented. **Passed** with 4 ayes

OLD BUSINESS

M. Menges questioned if there has been anymore contact about Palomino Road at Member's 1st. Manager Oswald thought Terry Myers was going to reach out to Kinsley in help with building that road in lieu of the traffic impact fees for the light.

Chair Love noted that the Board has not moved in any direction on the Facility Plan. M. Menges was given the Facility Plan book to review. Manager Oswald will have C.S. Davidson start on plans for the Community Building.

COMMENTS/NEW BUSINESS FROM THE BOARD OF SUPERVISORS

M. Menges announced National Night Out is being held on August 5, 2014 at the Borough Fire Hall.

Chair Love noted that there is an artist in the ARD program who is willing to paint a mural of the drill tower for the fire company. The fire company will purchase the supplies. A rendering of the proposed mural will be presented prior to work completion.

COMMENTS FROM THE PUBLIC PRESENT

No public present for comments

With no further business, the meeting was adjourned by Chair Love at 9:15 PM into an executive session to discuss Union Contract Issues.

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