

**DOVER TOWNSHIP
BOARD OF SUPERVISORS MEETING
MINUTES
JULY 24, 2017**

The Dover Township Board of Supervisors' Meeting for Monday, July 24, 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, Charles Richards and Robert Stone. Supervisor Stephen Parthree was absent with prior notice. 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; Terry Myers, Township Engineer and Tiffany Strine, Township Secretary. There were three citizens present. This meeting is being recorded for the purpose of minutes only.

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

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.

APPROVAL OF THE BOARD OF SUPERVISORS' MEETING MINUTES FOR JUNE 26, 2017

Motion by R. Stone and seconded by M. Menges to approve the Board of Supervisors' Meeting Minutes for July 26, 2017, as presented. **Passed** with 4 ayes

TREASURER'S REPORT

Approval of Current Expenditures

Motion by M. Menges and seconded by C. Richards to approve the warrant total for June 28, 2017, in the amount of \$80,822.40 as presented. **Passed** with 4 ayes

Motion by M. Menges and seconded by C. Richards to approve the warrant total for July 10, 2017, in the amount of \$348,746.41 as presented. **Passed** with 4 ayes

Motion by M. Menges and seconded by C. Richards to approve the warrant total for July 24, 2017, totaling in the amount of \$358,508.15 as presented. **Passed** with 4 ayes

INFORMATION ON EVENTS AND LOCAL ANNOUNCEMENTS

Manager Oswalt – Manager Oswalt announced to the public that Dover Township Recreation will be hosting many upcoming events within the Township. On July 26th, 2017, from 4 PM to 8 PM, the Annual Dover Township Old Fashioned Carnival will be held at Brookside Park. National Night Out will be held August 1st, 2017.

PUBLIC COMMENT

James Price – Terra LCC Zoning Change Request

Mr. James Price is a representative for Terra LLC. Terra LLC is owned by Mr. Robert Myers. Mr. Price would like to seek the Board's position on a newly proposed project that Terra LLC would like to pursue. Mr. Price stated that to pursue the newly proposed project, Terra LLC would like to seek a zoning change request from R2 Zoning to an R1 Zoning classification. Mr. Price informed the Board of Supervisors that he has personally purchased the area for proposed rezoning and building and added that he too will be residing within one of the proposed homes for building in the aforementioned area. Mr. Price; along with a relative, will be seeking to build the proposed community within this area.

Chairman Stefanowicz stated that he would be in favor of seeing growth within the Township that would increase the Township tax base.

M. Menges stated that he would like to see positive growth within the Township that would not negatively impact the local school system.

R. Stone stated that he is open to hear proposals and concepts.

The Board collectively informed Mr. Price that the Board would be in favor of holding a hearing on his proposal for re-zoning the property as discussed.

Shawn Platts – Dover Borough Fire Company – Discussing Dover Halloween Parade

Shawn Platts; Dover Borough Fire Company, informed the Board of the upcoming annual Dover Borough Fire Company Halloween Parade to be held on October 8, 2017 at 3:00 pm. Mr. Platts is asking the Board to waive the fee for and for the Board to kindly donate to their function.

Motion by C. Richards and seconded by M. Menges to approve the fee waiver for the Dover Borough Fire Company's Parade and Assembly Application for the Dover Borough Halloween Parade and approve to authorize a donation to the Dover Borough Fire Company in the amount of fifteen hundred dollars (\$1,500.00) for the event, as presented. **Passed** with 4 ayes

ZONING OFFICER'S REPORT by Township Zoning Officer Georgia Sprenkle

Approve Resolution 2017-14 Accepting Agriculture Security for Ronald Coleman Property Located at 4150 Eagle Scout Road

Township Zoning Officer Georgia Sprenkle is seeking Board approval to include 1 agricultural parcel into the Agricultural Security Area. The owner of the parcels is Ronald Coleman, which is located at 4150 Eagle Scout Road. By Board approval, this will provide the first step to be included into the Agricultural Preservation Program sponsored by the County. The specified parcel shall compromise the addition of 30.47 acres, approximately. Dover Township's total acreage in Agricultural Security since 1988 is 6,973.26 acres, more or less.

Motion by M. Menges and seconded by R. Stone to approve Resolution 2017-14, accepting agricultural security for Ronald Coleman Property located at 4150 Eagle Scout Road as presented. **Passed** with 4 ayes

Approve Township Secretary to Sign Resolution 2017-15 for the Bupp/McNaughton Planning Module for Bull Road Property

Motion by C. Richards and seconded by M. Menges to approve Resolution 2017-15 and for the Township Secretary to sign the Bupp/McNaughton Planning Module for Bull Road, as presented. **Passed** with 4 ayes

Approve Township Secretary to Sign Resolution 2017-16 for the Richard Bray Planning Module for Subdivision on Rohlers Church Road Property

Motion by R. Stone and seconded by C. Richards to approve Resolution 2017-16 and for the Township Secretary to sign the Richard Bray Planning Module for Rohlers Church Road, as presented. **Passed** with 4 ayes

Discuss Proposed Zoning Change for Township Garage Project

Miss Sprenkle informed the Board that it has been brought to her attention that the current Township property is zoned residential. The golf course property is zoned commercially. As the Township progresses with the Township Garage Project, it was deemed that a portion of the new Township Garage will be built in an area that is currently zoned residential and that this process will not be feasible due to the lot coverage allotted within a residential zone within the Dover Township Code of Ordinances. The Township is exempt from the use of the property; however, the Township is not exempt from the lot coverage specification.

It was deemed that a solution for the rezoning of the property be made to further progress with the Township Garage Project.

Motion by R. Stone and seconded by C. Richards to approve to advertise to rezone the proposed Township property to a commercial zoning classification for the current building parcel and to retain the R1 Residential zoning of the two lots located on the adjoining Township property with a non-building waiver, as presented. **Passed** with 4 ayes

ENGINEER'S REPORT by Township Engineer Terry Myers

Nursery Road Closing Authorization

Township Engineer; Mr. Terry Myers, informed the Board that the required Agreements, Bonds and Certificates of Insurance have been received. The contract time is sixty (60) days and the contractor has his schedule in place. Mr. Myers added that for this project, the Board of Supervisors will need to approve the closing of Nursery Road from George Street to Butter Road from August 7th, 2017 to August 21st, 2017. The proper detour signage will be put in place and an advanced warning of the detour will additionally be put in place two weeks in advance of the road closure.

Motion by M. Menges and seconded by R. Stone to approve the closing of Nursery Road from George Street to Butter Road from August 7th, 2017 to August 21st, 2017, as presented. **Passed** with 4 ayes

MANAGER'S REPORT by Township Manager Laurel Oswalt

CDBG Amendment to the Nursery Road Culvert Improvement Grant Contract to Comply with OMB and HUD Rules

Manager Oswalt informed the Board that the Office of Management and Budget issued new regulations for the Uniform Administrative Standards for Federal grants that have replaced the old Common Rule cited in the CDBG grant agreements. The U.S. Department of Housing and Urban Development implemented the changes for its grant programs, this including CDBG in January of 2016. In accordance with this update, all open contracts from the specified date forward need to be amended to include the new OMB citation. The County CDBG grant agreements for program year 2016 were prepared in 2015, the newer citation was not included. This was noted by the County Auditor this past spring and they are now undertaking contract amendments.

Motion by C. Richards and seconded by R. Stone to approve the CDBG Amendment to the Nursery Road Culvert Improvement Grant contract to comply with OMB and HUD rules, as presented. **Passed** with 4 ayes

Approve Ordinance Number 2017-06 Authorizing Weight Restrictions on Butter Road and Rohlers Church Road Bridges

Motion by R. Stone and seconded by M. Menges to approve Ordinance Number 2017-06 authorizing weight restrictions on Butter Road and Rohlers Church Road bridges, as presented. **Passed** with 4 ayes

MS4 Updates

Authorization to have the Chairman Sign the ROW/Construction Easement with William H. Reinking, Jr. and Bernadette C. Reinking

The Township is working toward obtaining Right of Way and Construction Easements with eight (8) property owners to move forward the Danielle/Willapa Stormwater Project that is partially funded by the York County Stormwater Consortium Funding.

Motion by C. Richards and seconded by R. Stone to authorize to have the Chairman sign the ROW/Construction Easement with William H. Reinking, Jr. and Bernadette C. Reinking, as presented. **Passed** with 4 ayes

Discuss York County Regional Chesapeake Bay Pollution Reduction Plan

Manager Oswalt provided the Board of Supervisors with a draft of the Intergovernmental

Agreement affiliated with the Chesapeake Pollution Reduction Plan. Approval was previously received to advertise an Ordinance to allow the Township to participate in this agreement.

Discuss MS4 Annual Report

Mr. Fleming informed the Board of Supervisors that he will be submitting the annual Municipal Separate Storm Sewer System (MS4) report. Mr. Fleming added that all public works employees and some in-house personnel updated all the Township's mapping to better indicate flows throughout all facilities whether Township owned or not. The Township's Notice of Intent (NOI) for the next permit cycle is due in September and will be the next task to be completed.

OLD BUSINESS

None to note.

COMMENTS FROM THE BOARD

C. Richards – C. Richards informed the Board that he, along with Mr. Michael Fleming; Township Public Works Director, Manager Oswald and Mr. Gerald Lighty; Township Road Foreman, will be participating in a tour of Township roadways to explore possible areas needing addressed in the upcoming year.

M. Menges – M. Menges wanted to inform the Board of Supervisors that the Northern Regional Police Department, along with the County Grant Project, has been working on its reporting and forming data to be able to produce a mapping of various types of crime that has occurred or that may potentially occur in a specific area. It was made known that there are ideas of posting this information to a public domain for people to view various areas and crimes that occurred or may have occurred in a general location. Questions arose during this discussion at the Northern Regional Police Department Commission meeting and if local municipalities would be interested in pursuing this idea.

Board consensus was collectively reached and determined that the Township would not like to proceed in the proposed idea.

S. Stefanowicz – Chairman Stefanowicz informed the Board that the Wastewater Treatment Plant has been making progress with the installation of the new centrifuges.

PUBLIC COMMENT

None to note.

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

Respectfully submitted by:

Tiffany Strine, Recording Township Secretary