

**DOVER TOWNSHIP
BOARD OF SUPERVISORS MEETING
JULY 28, 2014**

The Dover Township Board of Supervisors regular meeting for July 28, 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, Charles Richards, Stephen Parthree, and Stephen Stefanowicz. *Matthew Menges 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; Karen Wilson, C.S. Davidson; 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.

There was an executive session held prior to this Board meeting to discuss the Union Contract and Personnel Issues.

APPROVAL OF WORK SESSION MEETING MINUTES FOR JULY 14, 2014

Motion by S. Stefanowicz and seconded by S. Parthree to approve the work session meeting minutes for July 14, 2014, as presented. **Passed** with 4 ayes

APPROVAL OF MEETING MINUTES FOR JULY 14, 2014

Motion by C. Richards and seconded by S. Stefanowicz to approve the meeting minutes for July 14, 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 July 14, 2014, in the amount of \$218,841.10, as presented. **Passed** with 4 ayes

PUBLIC COMMENT

On Agenda

John Seitz – York County Planning Commission – Answer questions on the York County Chesapeake Bay Pollution Reduction Plan – This is an attempt to reduce Stormwater runoff pollution and it is a requirement of the MS4 permit. Municipalities can participate with a regional plan or develop their own plan. There are over 40 municipalities in York County that are required to participate. York County is working with DEP for the flexibility to complete a regional plan so municipalities can work together on choosing projects that can best reduce pollution and save money, whether those projects are in or out of their boundaries. DEP is requiring each municipality to opt in or out of the regional plan by the end of August 2014.

Attorney Rausch questioned how many municipalities chose to develop their own plan. Mr. Seitz noted that he knows of one municipality who has elected not be part of this process.

On Tuesday, July 29, 2014, all participating municipal solicitors will be reviewing the draft Intermunicipal Agreement.

EPA reserves the right to help the state by creating backstops which will involve stricter permits and/or redefine who needs permits, etc. If the regional plans do not make progress, TMDL plans for impaired streams maybe required. This will be more expensive.

Dover Township may not have the highest population but the Township has amongst the highest lineal feet of stream area out of all the municipalities.

Chair Love questioned how the management committee will be decided. The new Committee will consist of new people, not people from the committee used to develop the plan. Currently the only deadline set is the one confirming if a municipality is opting in or out of the program. A resolution will be needed by the end of August.

Not on the Agenda

Dave Hoffman – Mr. Hoffman inquired what projects are being proposed for the Chesapeake Bay Pollution Reduction Plan, if the projects will be completed in Dover Township, what pollution controls are being talked about and what measures are being proposed to complete the projects. Chair Love noted that one project involves legacy stream issues on the golf course property and at the Dover Community Park. This would consist of removing the sediment, from over the years, and then reconfiguring the stream. The Township will benefit as a coalition by not having to complete a project alone. If the Township is not part of this coalition, DEP can require the Township to complete certain amounts of projects. The annual projects could be short-term, mid-term or long-term and the paperwork for the project would be the responsibility of the municipality. Projects that are funded through the coalition will likely have more grant money available to them. Most projects are on public property, must take place in York County, and must take place in the participating municipalities. Municipalities need to come together on larger projects to make a difference.

ENGINEER'S REPORT by Terry Myers

PL 14-3 Jenna Tate and Wayne King Properties – Oakland Road – Revised Final Subdivision Plan – 2 Lots – Tina Craumer was present to discuss the final subdivision plan for Jenna Tate. This plan is converting a one lot duplex into two lots with individual ownership. Jenna Tate will be the owner of lot one at 2970 Oakland Road and Wayne King will be the owner of lot two at 2972 Oakland Road. Tina Craumer noted that Georgia Sprenkel agreed that they could bring the letter to dissolve the Condominium Association after the plans are approved. The disk will be dropped off Tuesday when the plans are picked up. The owner's signatures are already on the plans so this can be removed from the open items.

The requested waiver states that the right of way is fine but additional cart way widths are needed.

Motion by C. Richards and seconded by S. Stefanowicz to grant the requested waiver for PL 14-3 Jenna Tate and Wayne King Properties, on Oakland Road, Revised Final Subdivision Plan for 2 Lots as follows: 1. Where a subdivision abuts or contains an existing street of inadequate width, the developer shall provide sufficient additional right of way and cartway widths to meet the following standards (§ 704.), as presented. **Passed** with 4 eyes

Motion by S. Stefanowicz and seconded by C. Richards to approve PL 14-3 Jenna Tate and Wayne King Properties, on Oakland Road, Revised Final Subdivision Plan for 2 Lots, contingent on the completion of the following open items: 1. Prior to final plan approval, a disk in an electronic format compatible with the Township's GIS system should be provided (§ 501.2.A); 2. Provide to the Township a copy of the letter dissolving the two lots from the Condo Association, as presented. **Passed** with 4 ayes

PL 14-4 Glen Hollow Phase IVA – Steck & Searce Properties – Revised Final Subdivision Plan – 2 Lots – Dave Hoffman was present to discuss converting a one lot duplex into two lots with individual ownership. This will create lots 78 A & 78B.

An easement will be needed so the Township would have rights to access services for repairs. Each landowner would also have the right to crossover properties if repairs are needed. Both lots will meet zoning requirements.

Georgia Sprenkel has the draft letter prepared to dissolve the Condo Association. The homeowners will still need to contribute to the overall development Stormwater Management Facility.

Motion by S. Stefanowicz and seconded by C. Richards to grant the requested waivers for the PL 14-4 Glen Hollow Phase IVA Steck & Searce Properties, Revised Final Subdivision Plan for 2 Lots as follows: 1. Existing contours at two (2) foot intervals should be added to the plan (§ 501.2.R); 2. Where a subdivision abuts or contains an existing street of inadequate width, the developer shall provide sufficient additional right of way and cartway widths to meet the following standards (§ 704), as presented. **Passed** with 4 ayes

Motion by C. Richards and seconded by S. Parthree to approve PL 14-4 Glen Hollow Phase IVA Stech & Searce Properties, Revised Final Subdivision Plan for 2 Lots contingent on the completion of the following open items: 1. Prior to final plan approval, a disk in an electronic format compatible with the Township GIS system, should be provided (§ 501.2.A); 2. The legal and/or equitable Owner's notarized signature must be added to the plan certifying concurrence with the plan (§ 501.2.H), as presented. **Passed** with 4 ayes

PL 14-5 James Firestone – Oriole Lane – Final Subdivision Plan – Dave Hoffman was present to discuss the plan for James Firestone on Oriole Lane. Mr. Firestone would like to transfer .7 acre to expand his neighbor's property, Mr. Schuler. In this transfer he would also like to purchase a small amount of land from Mr. Knaub. This would provide additional frontage on the opposite side of the property. When Mr. Firestone sells Lot 5B he will lose frontage on the road for lot width and then the width on Oriole would fall below requirements. With the transferring of land, he would meet the lot width specifications. This property does not have public water or sewer. The SEO has completed all inspections and signed forms. Mr. Hoffman has verbally heard there are no problems with the property. This property is within the Wellhead Protection Area.

There are three waiver requests: The cartway and shoulder width for Oriole Lane, the right of way description through Oriole Lane, and the additional right of way for Oriole Lane for the Knaub property.

The Non-Separation clause for Mr. Knaub can be removed.

Motion by S. Parthree and seconded by C. Richards to grant the requested waivers for the PL 14-5 James Firestone, at Oriole Lane, Final Subdivision Plan as follows: 1. Where a subdivision abuts or contains an existing street of inadequate width, the developer shall provide sufficient additional right of way and cartway widths to meet the following standards (§ 704.B); 2. Boundaries of the property being subdivided showing bearings and distances should be shown on the plan (§ 501.2.K), as presented. **Passed** with 4 ayes

Motion by C. Richards and seconded by S. Stefanowicz to approve PL 14-5 James Firestone, at Oriole Lane, Final Subdivision Plan contingent on the completion of the following open items: 1. Prior to final plan approval, a disk in an electronic format compatible with the Township GIS system, should be provided (§ 501.2.A); 2. The legal and/or equitable Owner's notarized signatures and signed Non-Separation Clauses must be added to the plan certifying concurrence with the plan (§ 501.2.H), also remove the Non-Separation Clause for Mr. Knaub, as presented. **Passed** with 4 ayes

Tower Drive Drainage – CO #1 – There was 14' less of the 18" pipe, 5' less of the 24" pipe and less trench restoration involved. This was a savings of \$797.45. There was an addition of equipment labor to excavate the gas main test pits, raise the inlet top, and extend/connect a sump pump discharge. All the additions and deductions worked out to be even.

Motion by S. Stefanowicz and seconded by S. Parthree to approve change order No. 1 for the deducted work and the additional equipment labor for the Tower Drive Drainage Project, as presented. **Passed** with 4 ayes

Tower Drive Drainage – AFP #1 – With no additional costs needed, the application for final payment is \$14,843.60.

Motion by C. Richards and seconded by S. Stefanowicz to approve the final application for payment to Conewago Excavating & Repair for the amount of \$14,843.60 for the repairs on the Tower Drive Storm Sewer Repair, as presented. **Passed** with 4 ayes

Pine Road Water Update – On July 14, 2014 the preconstruction conference was held and the notice to proceed was issued. The contractor has 90 days to complete this project. Shop drawings have been approved and the easements agreements have been received.

SOLICITOR'S REPORT by Attorney Charles Rausch

The draft firework's ordinance was provided in the Board's packet. Manager Oswalt and Attorney Rausch met with Glenn Jansen and made necessary changes. This ordinance will not prohibit but will regulate the use of firework displays. Glenn Jansen will be the Code Official who will accept the application forms. This amended ordinance will help regulate the use of fireworks by allowing adequate space, providing a licensed operator, and allowing police to enforce charges to those using fireworks without a permit. This ordinance will need to be advertised.

Motion by C. Richards and seconded by S. Parthree to approve the advertisement to amend the Dover Township Code of Ordinances Chapter 7, "Fire Prevention and Fire Protection," to add a new Part 3, "Regulation of Fireworks", as presented. **Passed** with 4 ayes

C. Richards asked the Township Engineers' how Well No. 10 was coming along. DEP is making the well be tested as if it was a brand new water source. Corey Flythe did agree to do the testing. This will be an additional fee to the cost of the project.

MANAGER'S REPORT by Manager Laurel Oswalt

Approve Resolution 2014-18 Authorizing the Purchase of a 2015 Ford F250 Super Duty Crew Cab for the Dover Township Volunteer Fire Department - This is the same vehicle that was approved by the Board for purchase several months ago. A resolution needs to be approved for the final paperwork to be signed by Manager Laurel Oswalt. This vehicle will arrive on Wednesday.

Motion by C. Richards and seconded by S. Parthree to approve Resolution 2014-18 to authorize Manager Laurel Oswalt to sign the final paperwork for the 2015 Ford F250 Super Duty Crew Cab, as presented. **Passed** with 4 ayes

Discussion of Library Use of Community Room – The Library has started a chess program that is proving to be successful. They are exceeding the size of their area and are requesting the use of the Community Building one Saturday a month from January through May at no cost. The senior center is not big enough to hold this event. The Township normally does not charge the library a fee for the use of extra facility time.

The Board suggested using the Senior Center, structuring the tournament better to use the entire day, or move to another library with more space. The cost to rent the whole hall is \$400/\$500 and the Township would be losing this every month. The Board questioned if the Library would be willing to pay the \$400 for every use, if they would collect an entry fee. The library does not pay rent but they pay a fee towards utilities every year as part of their lease agreement. The Board could understand one Saturday for the tournament but not one Saturday every month. The Board suggested asking the school to use their facility.

Board Consensus was to allow the library to pay the non-profit amount to rent the facility but not give the facility at no cost.

Manager Oswalt wanted to thank the Township staff for all of the hard work with organizing the Old Fashioned Carnival. She gave a special thank you to Trena Hall for all of the prep work and running the carnival event. Rain arrived during the carnival but most people did not leave. Many Township staff volunteered. There were many good comments about the carnival from those in attendance. The Township staff have been pitching in and helping to fill in while the Recreation Director position is vacant.

Manager Oswalt noted that there will be an executive session at the end of the meeting to continue the Union Contract Discussion.

PUBLIC WORKS DIRECTOR'S REPORT by Charles Farley

Approve Resolution 2014-17 for Brookside Motors Planning Module and the Signature by the Township Secretary – The existing building is on a septic system. The planning module will be for 2 EDU's. They are expanding the facility and will have more flow.

Motion by C. Richards and seconded by S. Stefanowicz to approve resolution 2014-17 for the Brookside Motors Planning Module and the Signature by the Township Secretary, as presented. **Passed** with 4 ayes

Status Report for the Admire Springs Water Tower – Attorney Rausch has suggested having all involved companies meet and discuss the installation of the corral. The corral will cost an estimated of \$50,000-\$60,000. An amendment to the existing agreement will be needed for T-Mobile. T-Mobile will need to remove their antennas and then reinstall on the new corral. Verizon and Shentel are willing to pay for the cost of the corral. Verizon will install the corral and are asking Shentel to pay for half.

Chair Love noticed the 5 year plan for the vehicle equipment in the packet. Mr. Farley would like to see the Board be involved with the planning of updating equipment.

OLD BUSINESS

Approve Ordinance 2014-04 to amend the Designated Parking Restrictions on Nittany Drive – This was advertised for adoption and there have been no comments since the advertisement.

Motion by S. Parthree and seconded by C. Richards to adopt ordinance 2014-04 to amend the Designated Parking Restrictions on Nittany Drive, as presented. **Passed** with 4 ayes

COMMENTS/NEW BUSINESS FROM BOARD OF SUPERVISORS

S. Stefanowicz attended the WWTP meeting and noted that the gate will be closed at all times and a code entry will be needed to get in. Please plan ahead before visiting. There will be a call box. There is an Open House planned for September 23, 2014. S. Stefanowicz also acknowledged Chris Hamme for providing great information of performances that have been completed and future goals. Manager Oswald noted that these updates are normally displayed in Chuck Farley’s reports.

S. Stefanowicz has done some research on the damaged tractor. He had someone come in and take a look at the tractor. The damage to the frame can be fixed but the transmission he was not sure about. He will keep researching to see if it is worth repairing.

S. Parthree noted that Shane Patterson is interested in participating in the Industrial Commercial Development Committee.

COMMENTS FROM PUBLIC PRESENT

No comments

With no further business, the meeting was adjourned by Chair Love at 8:35 PM into and executive session to discuss Union Contract Issues.

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