

**DOVER TOWNSHIP  
BOARD OF SUPERVISORS MEETING  
SEPTEMBER 22, 2014**

The Dover Township Board of Supervisors regular meeting for September 22, 2014, was called to order at 7:02 PM by Chair Monica Love in the Meeting Room of the Dover Township Municipal Building. Supervisors present were Monica Love, Matthew Menges, Charles Richards, Stephen Parthree, and Stephen Stefanowicz. 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; Brad Hengst, Township SEO; and Trena Hall, Recording Secretary. There were 15 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 meeting held prior to this meeting to discuss the Master Facility Plan.

**APPROVAL OF THE MEETING MINUTES FOR SEPTEMBER 8, 2014**

**Motion** by C. Richards and seconded by S. Stefanowicz to approve the meeting minutes for September 8, 2014, as presented. **Passed** with 5 ayes

**TREASURER'S REPORT**

S. Stefanowicz questioned the bill for sewer flow meter maintenance. This is the per month leasing charge for 16 meters.

**Motion** by M. Menges and seconded by S. Stefanowicz to approve the warrant total for September 22, 2014, in the amount of \$296,286.41, as presented. **Passed** with 5 ayes

**SEO REPORT by Brad Hengst**

**Larry Pequipnot – 6550 Harmony Grove Road – Requesting a Well Isolation Distance Waiver** – Mr. Pequipnot removed an existing mobile home from this lot. The septic system failed when it was tested. Mr. Pequipnot would like to install a new sand mound septic system. Perk tests have been completed and because of the shape and size of the lot, the only area for a new septic system is 76' from his existing well. The distance from the neighbors well is 75' from the proposed septic system. The well on the neighboring property may have been removed. The pipes are cut off and what pipes are there go out to a well that is outside under a patio. The well that is being used, on the neighboring property, is on the very back side of the property. The well that is not being used is not really a water supply but is still considered a well.

Mr. Hengst cannot recommend for this project to be completed. Mr. Pequipnot does not want to drill a new well, although there is room on the back of his property. One suggestion was to have the neighboring well abandoned. Mr. Hengst could then authorize the new septic plan. Mr. Hengst would like to see this well be decommissioned, by being grouted shut or filled in with stone and gravel.

Terry Myers noted that the current ordinance requires a homeowner to properly abandon an existing well if it is not being used. The current landowner should properly decommission the well and then the problem will be solved. Mr. Pequipnot could offer to pay for the decommissioning of the well instead of having to drill for a new well. He should try and contact the realtor to discuss this with the owner.

Attorney Rausch recommended to have Mr. Pequipnot look into decommissioning the well and return back to the Board.

### **PUBLIC COMMENT PERIOD**

On the Agenda

**Pastor Sterling Walsh – Lighthouse Baptist Church – Extension of Sewer Line North of Carlisle Road – 5005 Carlisle Road** – Mr. Walsh has spoken with Brad Hengst, from the Borough, and Mr. Farley about a building expansion for his church. He is looking to add 17,000 feet of classroom and gymnasium space. In 2013 they added a small Christian school onto the property. They currently own about 18 acres and have a private septic system. Through testing the septic system, some problems were found. The original building design only allowed for some future expansion. The new expansion would exceed that load limit. A normal worship facility allows 3 gallons per person per day. When the school increases to the 33 students, they will need the capacity for 15 gallons per person per day. The church could put a new system on the lot but would rather connect to the sewer lines if there is talk about expanding these sewer lines north to their property. Pastor Walsh is looking to break ground in the next 18 months. His thought is to limit the amount of enrollment until the public lines come further north. The church will not want to connect to the mandatory public sewer in a few years if they installed this private system.

Mr. Walsh was questioning when the Board might be extending the Township sewer lines north of the Borough. Brad Lentz noted that the closest sewer line is near the Dollar General Store and the Borough is already running at capacity. The closest line from the Township is at Jim & Nena's. This issue has been discussed in the past. Lines can be directed through the Christmas tree field across from Jim & Nena's or by expanding the interceptor back George Street. The 537 Plan looked at expanding these lines by taking the sewer north of the Borough through a pump station or an interceptor.

Chair Love thanked Mr. Walsh for his input and noted that Mr. Farley and Mr. Myers will look into this matter. Mr. Walsh is looking for a firm answer to begin his planning. The Township will be in contact with him in a few months.

**William Sheely – 3144 Lion Court/Harmony Heights – Homeowners Want a “No Air Brake Sign” Going Around this Corner in this Area on South Salem Church Road** – Mr. Sheely is the chairman of Harmony Heights. He was requesting the Board to install a “No Jake Brake” sign on South Salem Church Road, lower the 40 MPH speed limit, and mark the bus stop in this area. These issues are worse in the morning hours with the traffic traveling north bound. The “No Jake Brake” was brought to the Board’s attention before. South Salem is a PENNDOT road and in order for the road to be signed, there is a process to go through PENNDOT. The Township would have to request PENNDOT complete a traffic study. If the issue is warranted, the Township would then take over all responsibilities. If the Township would restrict brake retarders and there would be an accident, that a court could prove could have been prevented by the use of the brake retarder, the Township would be held liable.

Chair Love noted that the Township will look into installing a “Bus Stop” sign ahead. She also noted that PENNDOT recommends contacting your legislator on the issue of trucks being required to have mufflers on vehicles.

**Darrell Rogers at 3110 Jordan Court also spoke on this issue**

Mr. Sheely also indicated the parking on Nittany Drive. The “No Parking” signs that were recently installed are now causing those residents to park down into the next development and there are two semi-trucks parking in the neighborhood. Parking should be the same the whole way through the development. Manager Oswald noted for Mr. Sheely to contact the Zoning Officer about the semi-trucks and the Township will look into the “No Parking” conditions.

**Zachary Bamberger – Little Dutch Landscaping, Inc. – Appealing Letter from Township for Stormwater Management Work Completed in the Glenn Hollow Community** – Mr. Bamberger was present to discuss the work that was completed in the Glenn Hollow Community Stormwater retention pond. His company completed the repairs. He provided pictures for the Board to examine. Little Dutch Landscaping found that there was a collapsed pipe and it was no longer functioning properly. More water was allowed to go into the box than what was coming out. They replaced the exit pipe, banded the connections using male and female bell fittings, the pipes were concreted at each end to create a seal, soil was backfilled and compacted, and new sod was installed to eliminate runoff to the inlet box.

The Property Management Company received a letter from the Township asking them to make a \$750 deposit for the completion of a permit application for stormwater work that was completed. Township Regulations require a permit to make sure that the work being completed followed the original designed plan for the outflow of the basin. Mr. Bamberger’s work only needed to be reviewed and verified by the Township’s Engineer. The deposit collected for the permit

application will be used for reviewing the drawings and improvements, comparing the new stormwater capacity to the original design and if the discharge line is in need of being televised. Unused money will be returned. Mr. Bamberger will be in touch with Mr. Farley.

Not on Agenda

**Wayne Stambaugh – 3481 South Salem Church Road – Discuss Speed Limit on South Salem Church Road** – Mr. Stambaugh was present to discuss the traffic and speed on South Salem Church Road. Since the road has been widened and lined up with route 116, there is much more traffic. He would like to see the speed be dropped to 35 MPH as on the south side of the East Berlin Road. He contacted the state through email and PENNDOT noted that he needed to contact his Township to have the speed reduced. He has created a petition and has signatures from over 20 families living on this stretch of road from Emig School Road to Honey Run Golf Course. Many people were concerned about the school bus stops along this stretch.

Mr. Stambaugh was also concerned about the intersection at Emig Mill Road and South Salem Church Road. He would like to see a 3-way stop installed. There is a limited sight distance when pulling out onto South Salem Church Road. Grading work has been done but more work is needed because of the vegetation, a mailbox and a pole all factoring into the bad sight distance for lower lying vehicles. The speed on this road needs to be enforced. The Township will contact Northern Regional Police to enforce the speed on this road.

## **ZONING REPORT**

**PL 14-7 Glen Hollow Phase III, Revised Final Subdivision – 2 Lots – Rugh/Gropp** – Dave Hoffman was present to discuss this revised final subdivision. This plan is converting a one lot duplex into two lots with individual ownership. This unit is at the intersection of Glen Hollow and Condor Lane. There are water and sewer connections. The owner is requesting to have a 30' cartway instead of the required 36' cartway. Mr. Hoffman provided the signed and notarized plans and the letter dissolving the two lots from the Condo Association. The letter is not executed but is provided. The GIS disk is the only item open.

**Motion** by M. Menges and seconded by C. Richards to grant the requested waiver for PL 14-7 Glen Hollow Phase III, Revised Final Subdivision for two lots as follows: 1. Where a subdivision abuts or contains an existing street of inadequate width, the developer shall provide sufficient right of way and cartway widths to meet the following standards (§ 704.), as presented.

**Passed** with 5 ayes

**Motion** by M. Menges and seconded by C. Richards to approve PL 14-7 Glen Hollow Phase III, Revised Final Subdivision for two lots, contingent on the completion of the following open item: 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), as presented. **Passed** with 5 ayes

**Authorize Township Secretary to Sign the Planning Waiver & Non-Building Declaration for Rugh/Gropp –**

**Motion** by S. Stefanowicz and seconded by M. Menges to authorize the Township Secretary to sign the Planning Waiver & Non-Building Declaration for Rugh/Gropp, as presented. **Passed** with 5 ayes

**ENGINEER’S REPORT by Terry Myers**

**TerreVista – Developer’s Agreement and Waiver Requests** – Stacey MacNeal and John Snyder with RGS Associates were present to discuss the project for Terre Vista off of Davidsburg Road. They discussed the benefits of placing all of the density on the north side with 154 units and dedicating the full 22 acres of land on the south side to the Township. This plan has been submitted. Plans provide extending Admire Road to the Brownstone Development through an agreement with the Township. There is a small piece of land between the two projects that need to be obtained. The Developer will construct the extension of road, if this land is obtained. The Developer Agreement needs to be made so the Developer can move forward by spring of 2015. The Developer is hoping to complete this project within 18 months from start to finish, dependent upon the market. The Developer would like to submit the preliminary plans before the end of the year.

Ms. MacNeal is looking for any feedback from the Board on this plan. This plan presents four waivers being proposed and land acquisition is needed for the road extension, the emergency access road, and the proposed relocation of sewer and water lines. The application processes will need to begin soon for DEP permitting.

The Planning Commission recommended four waivers. Action on these waivers are being asked for tonight. These waivers will have an impact on DEP and PENNDOT permits. The first item is the shoulder (§ 22-704.H) width along Davidsburg Road. The Developer does not want to touch the existing culvert. This would cause joint permitting and bring up historical issues. Road improvements will be done with the widening on Davidsburg Road along the frontage of the entire property. There will be a minimum shoulder width of 14’ including lane width and shoulder width. The Developer is also talking about bringing the 35 MPH speed limit out to the edge of the property which will be a part of the PENNDOT study. The second item is the radius (§ 22-704.J) inducing impact to the environment, the Township requires a 35’ radius corner and the Developer is requesting that it only be at 25’. The third issue is sidewalks (§ 22-710) and the fourth is the curbing (§ 22-711) for Davidsburg Road and the Admire Road extension. Admire Road will be curbed from the entrance to the intersection of Davidsburg but the Admire extension will not be curbed or have sidewalks. A walking trail will be provided around and through this development.

The Developer’s obligation to build the interconnecting roadway is conditioned on the Township showing the acquisition of the needed land. The Developer does not want to waste time and

money to install the road to have it not connect into Brownstone. A waiver may be needed for the cul-de-sac since technically they would be building a dead end street. If the Township does not acquire the corner lot to connect the developments in the allotted 5 year timeframe from the date of execution of the agreement, the Developer will not build the road. The road needs to be built regardless of the time frame. There will be a bond for at least the 5 years even if this would not go through.

The Township sanitary sewer line currently runs through the existing streambed and there are I&I problems. The Township would like to see this line relocated out of the stream. Estimates show the total cost of labor and materials to complete this work could cost around \$60,000 or more. The Developer would like to share costs with the Township to accomplish this work. They proposed to complete the work if they can be reimbursed in some way. They suggested completing the work if they could take a credit in terms of tapping fees or possibly complete the labor and have the Township pay for materials. The Township can do this by reducing tapping fees per unit. If this is spread out over the project, they will include a small interest component. The Board is interested in the Developer completing the work and the Township will give a reduction in the tapping fees. Designs need to be finalized in the next few weeks for the sewer relocation, if it is going to happen. The engineers will begin working together on the agreement and redesign the plans to DEP satisfaction.

The proposed emergency access is currently being used by neighbors as yard space. The Township no longer has rights to this un-opened street and the Developer is asking the Board to acquire the right-of-way so the emergency access can be built. A utility easement will also need to be acquired in the upper section so the water system can be looped through. The same proposal is being asked for this water project. The Developer will do the labor and the Township will pay for the materials. The emergency exit will need to be 24' wide and will have a gate to only be opened during an emergency. The Board agrees that this access is needed. The Township will need to research this matter. The Developer will keep showing the access road on the plans. The Developer Agreement should contain a provision that if the land is not acquired by the Township in a certain amount of time that the agreement for the Developer to construct the access will terminate.

Ms. MacNeal's client is not interested in swapping land along the Davidsburg Road for Mr. Gerber's small triangle of land. The .06 acres would consist of needing to develop a whole new plan and surveying for the lot line changes, land density, etc.

**Motion** by M. Menges and seconded by S. Parthree to approve the requested waivers for Terra Vista as follows: 1. Shoulder width along Davidsburg Road (§ 22-74.H); 2. Radius of corners will be less (§ 22-704.J); 3. Sidewalks (§ 22-710); 4. Curbing (§ 22-711), for Admire Road extended and Davidsburg Road, as presented. **Passed** with 5 ayes

Ms. McNeal will work on a new revision of the agreement.

**Jayne Lane/Tower Drive/Davidsburg Road Turning Lanes Project** – The Developer is proposing the 70/30 split on costs for the extension of the turning lane onto Tower Drive. Ms. MacNeal's client needs to do some financing on this project since lots are not currently moving. The project needs to be completed and finalized at some point. The Developer is willing to work with the Township on relocating poles, acquiring easements and right-of-ways. The Developer will submit for the pole relocation application and the Township will work on the easement and right-of-way acquisitions.

Ms. MacNeal will review the agreement and submit revisions so these long term items can be started.

**Board Consensus** was agreeable to the 70 (Developer)/30 (Township) split and the finalization of the agreement.

**Pine Road Water Project – Application for Payment No. 1**- Nearly all of the main water line is installed. Testing is being completed. The net amount approved for payment is \$274,889.69.

**Motion** by M. Menges and seconded by S. Parthree to approve the Application for Payment No. 1 to Doli Construction Corporation in the amount of \$274,889.69, as presented. **Passed** with 5 ayes

Terry Myers noted that a claim has been filed from the contractor for delays caused by incorrectly marked water and gas lines. Attorney Rausch will need to be involved. Mr. Farley noted that he was told that the contractors are not hand digging when they should be. The claim is around \$20,000 for nine separate instances. This is for materials used to repair the water lines.

#### **SOLICITOR'S REPORT by Attorney Charles Rausch**

No business to report.

#### **MANAGER'S REPORT by Manager Laurel Oswalt**

**Approve Resolution 2014-21 to Amend the Designating of Items to be Recycled in Dover Township** – Additional recyclables are being added to this resolution.

**Motion** by S. Stefanowicz and seconded by C. Richards to approve resolution 2014-21 to amend the Designating of Items to be Recycled in Dover Township, as presented. **Passed** with 5 ayes

**Approve Resolution 2014-22 to Amend the 2014 Fee Schedule** – The amended item is the \$100 fireworks application permit.

**Motion** by C. Richards and seconded by M. Menges to approve resolution 2014-22 to amend the 2014 fee schedule, as presented. **Passed** with 5 ayes

**Approve Advertising Ordinance 2014-07 to Amend the Code of Ordinances Chapter 7, “Fire Prevention and Fire Protection”, Part 2, “Outdoor Burning”, and Chapter 20, “Solid Waste”, Part 1, “Municipal Collection and Disposal of Municipal Waste”, and Part 2, “Recycling Material”** – These were issues being addressed from the Recycling Technical Assistance Report. The old ordinance had the Township licensing the collector and only the state can do this. The Open Burning ordinance is being amended to remove all of the recyclable materials and noting that anything that is recyclable cannot be burned.

**Motion** by S. Stefanowicz and seconded by M. Menges to approve the advertising of ordinance 2014-07 to amend the Code of Ordinances Chapter 7, “Fire Prevention and Fire Protection”, Part 2, “Outdoor Burning”, and Chapter 20, “Solid Waste”, Part 1, “Municipal Collection and Disposal of Municipal Waste”, and Part 2, “Recycling Material”, as presented. **Passed** with 5 ayes

**Approve the Fire Truck Bid on Muncibid in the Amount of \$16,696.00** – This bid has been awarded to Siebren Meulenberg.

**Motion** by C. Richards and seconded by S. Stefanowicz to approve the Fire Truck bid of \$16,696.00 to Siebren Meulenberg, as presented. **Passed** with 5 ayes

M. Menges inquired if the money from the sale of the truck will go back into the Fire Company’s Capital Fund. This money will go into the Capital Fund.

**Dover Township’s Non-Uniformed Employees’ MMO for 2015** – This is a required form that is needed to estimate the 10% payroll projection for 2015 and the amount the Township expects the MMO to be. This needs to go to the state. This calculated figure is what the Township will be putting into employee pension plan. The state will issue a check in October for a partial reimbursement towards this cost.

**Motion** by C. Richards and seconded by S. Stefanowicz to approve the Dover Township Non-Uniformed Employees’ MMO for 2015, as presented. **Passed** with 5 ayes

**The Zoning Revisions** – Board members were issued new copies showing all changes.

**FEMA Letter on the Hazard Mitigation Grant Program** – This letter states that only the top three municipalities will be funded. If all money is not used, Dover Township will be next to receive funds.

**PUBLIC WORK DIRECTOR’S REPORT** by Charles Farley

**Approve Lobar’s Quote of \$15,818.40 for Concrete/Masonry Bridge Work** – This was a reasonable price compared to the other bids that were too high. The streambed rehabilitation will need to be revisited for more quotes.



**Motion** by M. Menges and seconded by S. Parthree to approve Lobar's quote of \$15,818.40 for the concrete/masonry bridge work, as presented. **Passed** with 5 ayes

**Flooding Issues on Oakland Road and Danielle Drive Area** – The problem basin was not being maintained and is now in post construction mode. This project should be complete in the next few weeks. Residents were asked to inform Mr. Farley of any future issues. All new homes will now have seepage pits installed and low flow concrete channels will be converted to stone trenches to help with infiltration.

## **OLD BUSINESS**

**Route 116 Extension** – M. Menges attended a Transportation Round Table on this issue. Municipalities should communicate with residents if they supported the extension of the road. M. Menges questioned if any action should be taken. He suggested mailers, advertising on the website, direct phone calls with the auto dialer, etc. A work session should be scheduled to explain the idea and let the residents express their opinions. The Township's portion of this area is already state owned with a 4 digit state route number. The proposed idea is to change this route number to a 3 digit route of 116 and this will allow certain size trucks to begin using this route. Our portion of the road will not need any road changes. The advantage is primarily mapping. This will promote the road as an alternative route into Dover. This will help bring in more commercial development. A specific proposal showing the advantages and disadvantages is needed, to provide to property owners.

**Board Consensus** was to have M. Menges and Manager Oswald work on a notification to residents on this route change. Chair Love would like to review this information before it is published to the residents. She suggested creating a notification of what is being proposed, a list of frequently asked questions, a map, a section for public comments and advertise a work session date. This can be advertised in the January newsletter.

## **COMMENTS/NEW BUSINESS FROM BOARD OF SUPERVISORS**

C. Richards have received many good comments on Deep Hollow Road.

S. Stefanowicz announced the WWTP Open House tomorrow from 3PM-6PM.

Manager Oswald announced the session being offered by the York County Economic Development Plan on Wednesday at 5:30PM at the EMA center on Davies Drive. The plan is on the website which details ways to attract business to York County. Dover is part of the Greater York area and Dover has some of the prime parcels on the plan.

M. Menges noted more information from the Round Table discussion. He informed Board members on how future liquid fuels money can be borrowed from now to help with current expenses. Glenn Kern is looking to apply for dirt/gravel road money grants for some low

volume roads. Act 89 has grant money available for roads that will alleviate traffic on state roads.

S. Parthree announced the Township's Family Fun Fest event that will be held on Saturday, September 27, 2014 from 11AM-4PM.

Chair Love asked to have the road crew remove a pine tree branch that is blocking the stop sign on Taxville Road at the intersection of South Salem Church Road. Chair Love thanked Manager Oswalt, Nathan Stone, Trena Hall and the others who helped make the Stormwater seminar a success.

**COMMENTS FROM PUBLIC PRESENT**

No public was present.

With no further business, the meeting was adjourned by Chair Love at 10:00 PM into an executive session to discuss union contracts.

Respectfully submitted by: \_\_\_\_\_

Trena M. Hall, Township Secretary