

**DOVER TOWNSHIP
BOARD OF SUPERVISORS MEETING
SEPTEMBER 23, 2013**

The Dover Township Board of Supervisors regular meeting for September 23, 2013 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, Madelyn Shermeyer, Michael Husson, Charles Richards, and Matthew Menges. Other Township Representatives in attendance were Laurel Oswalt, Township Manager; Attorney Charles Rausch, Township Solicitor; Terry Myers, Township Engineer; Karen Wilson, C.S. Davidson; and Trena Hall, Recording Secretary. Brad Hengst, SEO and L. Gordon Walker with PFM were in attendance to make presentations. There were 7 citizens in the audience. This meeting has been recorded for minute purposes only.

Prior to this meeting there was an Executive Session to discuss personnel matters.

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.

APPROVAL OF MEETING MINUTES FOR AUGUST 26, 2013

Motion by M. Shermeyer and seconded by C. Richards to approve the meeting minutes for August 26, 2013, as presented. **Passed** with 4 ayes. Abstained by M. Husson.

TREASURER'S REPORT OF CURRENT EXPENDITURES

Motion by M. Shermeyer and seconded by M. Husson to approve the warrant total for September 9, 2013, in the amount of \$237,223.90 plus \$298,679.99 for liquid fuels, totaling \$535,903.89, as presented. **Passed** with 5 ayes.

Motion by M. Husson and seconded by C. Richards to approve the warrant total for September 23, 2013, in the amount of \$417,112.05, as presented. **Passed** with 5 ayes.

Motion by C. Richards and seconded by M. Husson to approve the warrant total for September 23, 2013, in the amount of \$83,199.98, as presented. **Passed** with 5 ayes.

SEO REPORT by Brad Hengst

Brad Hengst was present to request a well insolation waiver for Shawn McKibben at 4080 Bull Road. The absorption area in the rear yard is malfunctioning and there is no other area in the rear yard to install a new one. The property cannot be connected to public water and sewer. A new absorption area is being proposed for the front yard, but it will only be about 45' from the well, rather than the required 100'. Mr. Hengst is unsure about the proposed distance and is concerned if water would find its way down the well and contaminate it and the ground water, this could also contaminate the neighboring properties.

The Board discussed a few options and determined that the best option is to service a new well in the back area of the yard.

Motion by M. Menges and seconded by Chair Love to deny the waiver request. Opposed with 5 ayes.

PUBLIC COMMENT PERIOD

On the Agenda

Ellen Carter – Accident Analysis at Fox Run Road and E. Canal Road – Not present.

Thomas Kuhn – 1209 N. George Street, York - Sign Issue on Pine Hill Road – Thomas Kuhn was present to discuss a section of Pine Hill Road which he felt is not properly marked. He recently had an accident on a section where you are heading down hill and encounter a sharp turn. He believes the large arrow sign is not enough notice before entering the turn. Since Mr. Kuhn's initial contact with the Township, a new sign has been installed, noting a 90 degree turn ahead. Mr. Kuhn still felt more notice is needed to reduce the speed. A speed advisory sign with the 90 degree bend was suggested. Chair Love thanked Mr. Kuhn for bringing this to the Township's attention.

George Trageser and Derek Kanuck – 3249 & 3247 Walker Avenue – Stormwater Management Issues – George Trageser and Derek Kanuck were present to seek guidance from the Board in resolving a stormwater issue. In October of 2012, a trench was dug at 3245 Walker Avenue and an 8" storm sewer pipe was installed, by a contractor. After this work was completed, drainage issues began. Mr. Trageser and Mr. Kanuck were informed that the issue would be fixed in the spring, with the agreed upon grading plans. A swale was dug, the pipe was taken out and grass was laid. They believe the area was not properly graded since some areas are deeper than others and the same issues are still occurring. They are questioning why the agreed work is not being completed according to plans. When this work was completed, the contractor left many deep ruts and the water just lies behind Mr. Trageser's shed. The contractor was asked to fill in the ruts by Terry Myers and this has still not happened.

Terry Myers has a meeting scheduled on Friday, September 27, 2013, to meet with Mr. Nadu about making the needed improvements on this matter. The contractor is aware that additional work was needed. Mr. Myers believes that the swale needs time to stabilize. Grass could not be planted over the summer months, because of the intense heat. It is going to take time for the vegetation to take hold, because of the slope and some areas needed to be deeper because of the discharge pipe. Terry Myers noted that this time when the work is being completed, they will be installing a heavier material to take hold.

Chair Love again noted that Mr. Myers will be meeting with Mr. Nadu, September 27, 2013.

Mr. Trageser and Mr. Kanuck just wanted the Board to be informed on this matter.

Gordon Walker – PFM – Refunding of the Hilton Avenue Loan – There were 7 banks that responded to the refinancing of the 2010 Loan, for the Water Fund. PeoplesBank is the best proposal of 5 years at 2.05 % and a saving of \$102,064.04. The loan is repayable at any time without penalty. A deposit of 10% of the principal is required. The Township will need to formally propose this by an Ordinance for the October meeting and close at the November meeting.

Motion by M. Menges and seconded by M. Shermeyer to move forward with the PeoplesBank proposal that is fixed for 5 years at the 2.05% rate with the savings spread out over the time. Passed with 5 ayes.

John Snyder – R.G.S. Associates, 110 N. George St. – Sketch Plan for Terra Vista – Admire Road Realignment – John Snyder was present to discuss the new proposed plan for the access onto Admire Road from the north side of Davidsburg Road. PHMC has confirmed that the farmstead is not historical and Admire Road can extend through the homestead, with no issues. With the new proposal, R.G.S. does not want to extend Admire Road, but would like to realign the road and bring it out around where the barn is currently located. The realignment would happen when the 22 acres on the south side is developed. This will allow a safety gain by having a better sight distance and reduce the need for future turning lanes at the bridge.

Joel Snyder with R.G.S. made the Board aware that the Army Core of Engineers has taken jurisdiction on the stream beside Admire Road. To meet Township standards, the road would need to be widened into the wetland area. The stream would need to be relocated or reconstructed. Realignment will allow the stream to go across from the spring house and run into the existing stream along Admire Road.

The Board questioned the new road and inquired about the sight of the stop sign with the new curve. The planned curve, on the newly created Admire Road, will be gentle and will meet the Township's requirements. The road will be level and have no banks on either side.

Joel Snyder asked what direction to go from here. Terry Myers asked the time frame and bonding of the road relocation. It was noted to have a long term bond negotiated into the developer's agreement with the Township, with an established time frame.

Chair Love requested that stakes be place where the intersection is being proposed.

Since the developer has been given clearance, they will be starting to demo and clear the site.

Not on Agenda

Bill Kimmel – 4071 South Salem Church Road – He was present to discuss the Township's Infiltration and Inflow (I&I) inspections that he felt are illegal. The Board noted that this is a voluntary inspection and an increased rate for the sewer cost will only occur if an inspection is not completed. The Township is under a consent order from DEP to remove I&I.

ENGINEER'S REPORT by Terry Myers

Quotes have been received for Barwood, to repair the pipes, discharge structure and to fix the basin. Low bidders were L.B. Water for the piping, at a bid of \$2,136.20, Monarch for the concrete, at a bid of \$1,065.00 delivery to site, and H & H General Excavating for the installation, at a bid of \$8,755.00. The total of all low bids is \$13,000.00. Terry Myers is asking the Board's approval on the three low quotes and to have the contracts signed and returned.

Motion by M. Husson and seconded by M. Shermeyer to approve the quotes for the Barwood Stormwater Basin repairs, as presented. **Passed** with 5 ayes.

Street Projects

When Mr. Myers was viewing the finished work at Pineview Road and Poplars Road he noticed a depression in the street which is over the storm sewer. The Township's Sewer Crew televised the area and found the bottom of the pipe is missing. The road must have sunk after Poplars Road was paved. Mr. Myers suggested using the Township's crews to replace the piping.

Clair-Mar Road Work

This road work is much worse than expected. Not much base repair is needed, but the top surface is very dried and cracked. Recommendation is not given to pave over this.

Glenn Kern has suggested applying two layers of oil and chip for \$8,500. This would seal the cracks and the worst ones could have some small milling repair and black top installed where it is really bad. This road will require sweeping. Terry Myers is fine with oil and chipping the road as long as the base repair is made. This will hold the road together and have it in decent shape for 7 to 8 years of light traveling. A quote will be needed to complete this work. Stewart and Tate is the only business in York County that handles oil and chip maintenance.

Motion by M. Shermeyer and seconded by M. Menges to place a double application of oil and chip on Clair-Mar Road, by contracting out Stewart and Tate and not exceeding the cost of \$10,000.00. **Passed** with 5 ayes.

SOLICITOR'S REPORT by Attorney Charles Rausch

Attorney Rausch is currently waiting to hear back from The York Water Company, the McNaughton's and the Griffin's.

MANAGER'S REPORT by Laurel Oswalt

Municipal Requirement & Minimum Municipal Obligation for 2013 – Manager Oswalt noted that the date needed to be changed to 2014.

Motion by M. Shermeyer and seconded by C. Richards to have Manager Oswalt sign the Municipal Requirement & Minimum Municipal Obligation for 2014, as amended. **Passed** with 5 ayes.

Response to Mr. Kimmel's Letter – The Board agreed to have Attorney Rausch send Mr. Kimmel a written response with a time frame for action.

Authorization for the Fire Department to Complete Work that has Been Proposed – The proposed work will depend on if the Medic unit agrees to change space. The Fire Department's lease requires them to notify the Township if they are making any changes to the building. The electrical drops will be done professionally.

Motion by M. Menges and seconded by M. Shermeyer to authorize the Fire Department to complete the work that has been proposed on the September 6, 2013 letter, as presented. **Passed** with 5 ayes.

Discussion of the Renewal of Kristine Keener's Lease Agreement – It was noted to only renew with a two year lease. This would allow room for the fire department to expand over time if more space would be needed. A CPI increase was recommended.

Board Consensus was to renew Kristine Keener's Lease Agreement for two years, automatically renewing for a like term, with a 2% increase each year unless a 90 day notice is given.

Approve the Proposed Employee Wellness Program – This is a voluntary program.

Motion by M. Shermeyer and seconded by C. Richards to approve the proposed employee wellness program, as presented. **Passed** with 5 ayes.

Authorization for the Secretary or Chair to Sign the Request for Planning Waiver and Non-Building Declaration once the Sewer Connection has been Completed on Hilton Avenue –

Motion by M. Shermeyer and seconded by C. Richards to authorize the Secretary or Chair to sign the Request for Planning Waiver and Non-Building Declaration once the Sewer Connection has been completed at 1515 Hilton Avenue, as presented. **Passed** with 5 ayes.

Discuss if any Actions Need to be Taken on the Shared Lateral at the 3900 Block of Carlisle Road – The four connected units in the 3900 block of Carlisle Road have corrected the recent sewer issue. Mr. Farley is questioning if the Township should step in and force the homeowners to separate the laterals.

Board Consensus was only to have the Township step in, if the homeowners cannot work together to solve the issue.

Regional Chesapeake Bay Pollution Reduction Plan – Chuck Farley will be representing Dover Township and Monica Love will be the alternate.

Shane and Hope Beck – The agreement was signed last week.

Recycling Grant – The Recycling grant has increased to \$9,215.00.

Award Received – The Township has received a Safety Award for 2012 for Zero Lost Time. A check of \$8,800.00 was received from the Susquehanna Municipal Trust for this accomplishment in the Workers' Compensation Program.

Constellation Energy - This is an energy company that supplies electric and gas. They can provide the Township with a rate of 0.6097 starting in February of 2014 with a 4 year term. Constellation can help with energy efficient projects, by adding an extra dollar amount in your

energy bill to pay for these projects. This will still be less than what the Township is paying now.

Motion by C. Richards and seconded by M. Husson to lock in the 0.6097 rate with Constellation Energy, as presented. **Passed** with 5 ayes.

PUBLIC WORKS DIRECTOR'S REPORT by Chuck Farley who was not present

The Board questioned the exposed sewer pipe at Honey Run Drive. The Board did not want this issue to wait until 2014 to be corrected. Manager Oswalt will ask Chris Hamme to assist on this matter.

OLD BUSINESS

Accident Report at Carlisle Road and Oakland Road – The majority of the accidents were not related to left hand turns and no further action will be taken.

COMMENTS/NEW BUSINESS FROM BOARD OF SUPERVISORS

C. Richards wanted to thank Wayne Latchaw, Bill Barshinger and Judd Wolfe for putting the fence up at Emig Mill Village.

C. Richards has been asked if the road to Nace Meeting place is Township owned or a private road. It is a private road, just for the church.

Chair Love has been asked when or if the golf course property will be available for use. She questioned if everyone has turned in their paperwork for the Master Plan. C. Richards noted that Wayne Latchaw has filled in the hazard areas on the golf course.

COMMENTS FROM PUBLIC PRESENT

No Comments.

With no further business, the meeting was adjourned at 9:25PM by Chair Love.

Respectfully submitted by:

Trena M. Hall, Township Secretary