

**DOVER TOWNSHIP  
BOARD OF SUPERVISORS MEETING  
OCTOBER 13, 2014**

The Dover Township Board of Supervisors regular meeting for October 13, 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, 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; and Trena Hall, Recording Secretary. There were 5 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 refinancing of the 2004 and 2008A Bonds with additional new money and to finalize the 2015 Budget.

**APPROVAL OF THE WORK SESSION MINUTES FOR SEPTEMBER 22, 2014**

**Motion** by C. Richards and seconded by S. Parthree to approve the work session meeting minutes for September 22, 2014, as presented. **Passed** with 5 ayes

**APPROVAL OF THE MEETING MINUTES FOR SEPTEMBER 22, 2014**

**Motion** by M. Menges and seconded by S. Stefanowicz to approve the meeting minutes for September 22, 2014, as presented. **Passed** with 5 ayes

**APPROVAL OF THE BUDGET WORK SESSION MINUTES FOR OCTOBER 2, 2014**

**Motion** by S. Stefanowicz and seconded by C. Richards to approve the Budget work session minutes for October 2, 2014, as presented. **Passed** with 5 ayes

**TREASURER'S REPORT**

This includes a \$1.5 million debt service for the Sewer and a payment to the Regional Police Department.

**Motion** by M. Menges and seconded by S. Parthree to approve the warrant total for October 3, 2014, in the amount of \$2,276,789.55, as presented. **Passed** with 5 ayes

**PUBLIC COMMENT PERIOD**

On the Agenda

**Ethel Shaffer – 2511 Skytop Trail – Sewer Reserve Rights for the Buser Tract** – Ethel Shaffer was present to discuss two of her Sewer Reserves that she was asking the Board to purchase from her. She has a letter from June 30, 2004 stating that she has two more Equivalent Dwelling Units (EDU's). Janice, in the billing department, has a copy of this letter. She recently sold her last parcel to her son for the Buser Tract and she now has no need for these two Reserves. The parcel owners in the Buser Tract have no interest or need in purchasing them.

Manager Oswalt questioned where these two EDU's came from and if they were different from the 20 that were associated with the Buser Tract. She also asked if Mrs. Shaffer had the agreement for the 2 units.

Manager Oswalt noted in order to transfer these EDU's the Township will need to look back at the previous agreement when purchased. The Township has found the agreement for the 20 EDU's purchased but no records were found for the two extra. The Township normally keeps a record on every EDU when they are sold and what property they are associated with. An owner needs to request the Board's permission to sell EDU's. Ms. Shaffer was not sure if these two EDU's were in addition to the 20 purchased with the whole Buser Tract. Ms. Shaffer noted that she recently sold her last parcel with 10 EDU's to her son and she should still have 10 left or possibly they were sold plus these two EDU's.

Attorney Rausch found in his records from 1997 that Paul, the owner of the EDU's, wanted to terminate 20 EDU's. They wanted to keep 15 and return 5. The EDU's were purchased for \$522 a unit at that time. Attorney Rausch was unsure if this agreement was ever signed. Currently the Township does not have a sewer capacity issue and is in no need of purchasing these EDU's.

**Board Consensus** was to have Township staff research this and they will get back in touch with Ms. Shaffer on this issue.

**Not on the Agenda**

**Charles Rauhauser – 3161 Admire Road – Fireworks Ordinance** – Mr. Rauhauser was questioning the fireworks that were displayed around 7:45 PM on a property along Admire Road. Many residents were complaining about these fireworks and he would like to know what was in the last set of fireworks that were displayed. He has been trying to contact the Fire Marshall and has never received a return phone call. Mr. Rauhauser was told that the Fire Marshall was on the property when the fireworks were displayed.

Mr. Rauhauser believes that the ordinance should be amended to require notification to the neighbors of the firework displays, fire trucks attendance, time limitations on display, and put a limit on fireworks that shake surrounding structures. He also inquired what the \$100 fee covers and if the fire department is compensated. Mr. Rauhauser noted that the ordinance needs to be readdressed on some issues. He noted that the noise can be tolerated but the shaking is not necessary.

Chair Love did note that there were permits given under the old ordinance. These fireworks would have been permitted under the old ordinance. Professional fireworks are permitted under the new ordinance and that they were regulated.

#### **ENGINEER'S REPORT by Terry Myers**

##### **Stormwater Management Waiver Request for Crystal Nizza at 2648 Carlisle Road – C.S.**

Davidson has no objection to waiving the setback requirements for the Stormwater Management on this property. The rain garden will be a total of 1 foot deep to the top of the berm and only 6" of water will be in it. An overflow pipe will be 6" off the bottom of rain garden and the berm is another 6" above that. The owner is planning to build a garage and eventually turn the property into a car lot. The majority of the property will be paved after the existing buildings are torn down. The owner would like to pave up to the property line. This was reviewed as a proposed stormwater project not as a land development proposal. Other issues can be discussed when this project comes in under land development. Chair Love did have concerns with all of the paving. The majority of the water from the blacktop area should go into the rain garden.

**Motion** by C. Richards and seconded by Chair Love to approve the Stormwater Management waiver request for Crystal Nizza at 2648 Carlisle Road for the side setback of the rain garden, as presented. **Passed** with 4 ayes and opposed by M. Menges

**Potential Route 74 Corridor North of the Borough Sewer Project** – Lighthouse Baptist Church approached the Township about extending the Sewer Lines north of the Borough. Since this request, Route 74 Restaurant now has a malfunctioning on-site system that will require them to install a holding tank if public sewer is not available.

Terry Myers provided the Board with a quick overview of information from the Sewer Facilities Act 537 Plan. In 1993 there was a plan indicating the northern interceptor be built and tie into the Raycom Industrial Park. The gravity line would be redirected into the Industrial Park and continue to Canal Road and to the Dover Township WasteWater Treatment Plant (WWTP). Anything north would be taken through a pump station around the Old Carlisle Road area, taken up over the hill, to Mt. Royal to a satellite WWTP adjacent to Route 74 and the Conewago Creek. Between 1993 and 1995 there were many large rain storms and this plan was reviewed again. There was also an agreement made with Dover Borough to allow the northern line to

continue through the Borough. The Borough would not guarantee any additional connections. Since these studies, there has been one connection allowed to Dollar General. The Borough is currently under a consent order from DEP for the number of overflows over the last several years.

Terry Myers provided two options. One option was to build a pump station off of George Street. The existing sewer line from the Raycom Industrial Park can be extended and brought through the Jeep Dealership property to pick up at the Dollar General store. This line would be able to service any of the Commercial Business Park area north of the veterinarian. A rough construction cost estimate with a 10% contingency would be a little over a million dollars. The project will run over \$1.3 million when engineering, permitting, right-of-ways, etc. is added.

A second option was to install an interceptor that would tie into the existing sewer line on Canal Road by following the tributary from George Street. This option is estimated at about 3x's the cost.

M. Menges inquired if the pump station could be located on the Lighthouse Baptist property since they are in need of the connection. Mr. Myers answered that the line would not be deep enough in this area.

S. Stefanowicz questioned if the properties from Jim and Nena's to the Jeep Dealer would be able to connect to Township's sewer lines. Mr. Myers indicated that they would continue using the Borough.

If these changes would occur, the Board suggested having residents north of the Borough connect to the Township since the Township is completing the I&I work. Residents on Harmony Grove Road could be serviced by the Township since gravity could feed the waste down to the pump station on George Street, then pump to the high point on Carlisle Road and flow back down.

M. Menges questioned if the Borough and Township could have a joint plant. There was a discussion of this possibility. It is believed that the Borough does not have the capacity and they would need a plant upgrade to service the Township's existing and future needs for this area.

Manager Oswalt offered to have Township staff contact Dover Town Apartments to see if they had any interest in working together on this extension project. Terry Myers also offered to contact the apartment complex engineer, which is Site Design. Issues in question from before were traffic and extending the sewer lines. Terry Myers noted that the apartments would need their own pump house. If a pump station would be near Jim and Nena's, with the developer's help on the project, Township residents could be taken off of the Borough system.

These were only proposed rough drafts and costs. This project would need to be studied much harder when ready to pursue.

**Potential Public Works Storage Building Cost** – A new layout was provided for the 160' x 166' building. In addition to the equipment storage there is a proposed wash bay, restrooms, a flammable liquid storage area, a utility room and other storage for materials. Basic information was provided to Kinsley Construction to create some quotes for different building types and site work. Wayne Latchaw believed the Township Crews could complete a majority of the site work. The costs would then only need to involve materials and equipment rentals. The proposed building consisted of a 4'-5' block wall finished with a steel frame. No cost was obtained for a pole building. It is not known whether these prices include sprinklers. Terry Myers will follow up on the pole building and sprinkler questions.

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

**Terra Vista/Oak Hill Lane** – The Township needs to acquire an easement to install an emergency access and to run a water line to Rock Creek Drive. Since 21 years have lapsed, the Township does not have public rights to the 50' wide right-of-way that abuts the Terra Vista Property. The two owners that are adjacent to this right-of-way have not tried to acquire the right-of-way. If the Board is interested in opening this access, an ordinance will need to be adopted to layout and open this access road. Notice will be required to be given to the two adjacent property owners of the time and place set for a hearing on the proposed ordinance. Those property owners will then have time to petition if they are opposed to this action. After the ordinance is adopted the opposed property owner can then file a petition with the court to review benefits and damages. The Township has until March 1, 2015 to acquire the necessary right-of-way to install this emergency only access.

**Motion** by M. Menges and seconded by C. Richards to approve Attorney Rausch to draft an ordinance and provide the adjacent property owners notice of the time and place set for the hearing on the proposed ordinance and authorize Terry Myers to create an exhibit to show the proposed layout of the emergency access on Oak Hill Lane, as presented. **Passed** with 5 eyes

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

**Approve the 2015 SPCA Animal Care & Housing Agreement** – This is an agreement allowing abandoned dogs to be taken to the shelter.

**Motion** by C. Richards and seconded by Chair Love to approve the 2015 SPCA Animal Care & Housing Agreement, as presented. **Passed** with 3 eyes and **Opposed** by S. Parthree and M. Menges

**Approve Amendment No. 1 to the Extension of the Agreement Regarding Waste Management Services with the York County Solid Waste Authority** – The York County Solid Waste Authority would like to apply for a commercial bank loan at a lower interest rate rather than pursue a more expensive public sale of bonds.

**Motion** by M. Menges and seconded by S. Stefanowicz to approve the Amendment No. 1 to the extension of the agreement regarding waste management services with the York County Solid Waste Authority, as presented. **Passed** with 5 ayes

**Authorization to Proceed with an Appraiser for the Gerber Parcel** – No agreement has been made on the property to date. Three estimates are normally received.

**Motion** by M. Menges and seconded by S. Parthree to authorize Manager Oswalt to proceed with appraisals for the Gerber Parcel, as presented. **Passed** with 5 ayes

**Award Received for 2013 Zero Lost Time Days for Workers Compensation** – Manager Oswalt asked the Board if they wanted to provide the employees with a reward like last year. A check for \$9,305.00 was received and employees were given fleece jackets which were appreciated. Manager Oswalt would choose a few items and present them to the Safety Committee to choose from and make a purchase for employees.

**Board Consensus** was to allow Manager Oswalt to order a safety reward for employees. The cost must stay in the same dollar range as the prior year.

**PSATS Bulletin** – Manager Oswalt pointed out a new Sunshine Law House Bill No. 2408 which will require additional legal advertisements. A 24 hour prior notice, including all details of the agenda, will be needed for every public meeting. Subjects that are not advertised are prohibited from discussion and cannot have action taken. Manager Oswalt stated this will be very costly and will limit the Board from addressing the public's concerns. Manager Oswalt suggested pointing this out to our State Representative.

**SnowX V Pro 6000 Cinder Spreader** – Glenn Kern would like to advertise the sale of this cinder spreader on Municibid.

**Motion** by M. Menges and seconded by C. Richards to approve the advertising of the SnowX V Pro 6000 Cinder Spreader on Municibid, as presented. **Approved** with 5 ayes

**PUBLIC WORKS DIRECTOR'S REPORT by Charles Farley**

**Approve the AM-Liner East Bid of \$475,510 for the East Canal Road Sewer Lining & Manhole Rehabilitation Project** – AM-Line East did bid the first time but did not have the required qualification. Now that the linear square footage requirements were changed they are eligible for the bid. This project has been budgeted.

**Motion** by S. Stefanowicz and seconded by C. Richards to approve the AM-Liner East Bid of \$475,510 for the East Canal Road Sewer Lining & Manhole Rehabilitation Project, as presented. **Passed** with 5 ayes

**Approve Buchart Horn, Inc. (BH) Construction Administration and Resident Representation Services Proposal No. 32836-01 for the Canal Road Sewer and Manhole Rehabilitation** – BH is in charge of the engineering work, construction and administrative work. They will hold the meetings, process and review the drawings and submittals, process change orders and applications for payments, and conduct the final inspection for the completed work. This scope of service will cost \$12,500. In addition to the estimated 400 hours of inspections at \$85.00 an hours.

Terry Myers noted that Buchart is only doing the construction and administration of the project; they will not be performing the work. Mr. Myers would like the Township to inquire about the 400 hours and see if they are warranted before authorizing for full-time inspection. He did not know if an inspector is needed on site 100% of the time over the 120 days of the contract.

This project was a previous proposal by BH. If problems arise in the project, BH will be the one trying to correct the issue. This project does not include any designing. The contractor will only be installing the lining which includes cutting and gluing the lining properly. A dispute could only arise over using the correct materials or correct cutting. This project is a maintenance procedure and no value would be received by having a different inspector.

The Notice to Proceed was not stated on any provided paperwork. No dates were in the bid.

**Motion** by S. Stefanowicz and seconded by C. Richards to approve Buchart Horn, Inc. Construction Administration and Resident Representation Services Proposal No. 32836-01 for the Canal Road Sewer and Manhole Rehabilitation Project at a cost of \$12,500 and have a discussion prior to the start of the project on the inspection procedures, as presented. **Passed** with 5 ayes

The Board requested an addendum on the 400 hours of inspection services and asked Mr. Farley to invite Paul Gross to attend the next Board meeting.

**Discuss Fox Run Road Curve Speed Study** – The Township will be installing a 90 degree curve sign and lowering the speed limit to 20 MPH around the curve. These were recommendations from LTAP. Additional recommendations were provided should the area continue to be an issue. The guiderail that is currently there is a candidate for removal. The Township will need to decide if this should be removed or if the guiderail will stay. New end treatments will need to be applied. The cost for the end treatments is being investigated.

The Board advised Mr. Farley to contact the residents and provide them with the LTAP report. The residents can attend the next Board meeting to discuss the outcome.

Chair Love would like to see the pavement markings redone with the first phase of work done on this curve. The signs are on order.

**Prioritize Potential Sewer Projects** – Chuck Farley and Chris Hamme recently met with Dean Smith. Mr. Farley would like to have the Sewer Authority prioritize the following projects: The Joint Interceptor, Fox Run Interceptor, Palomino Interceptor, Extending Public Sewer North of the Borough and looking into available options to fund these projects.

A preliminary design will take time to complete. There are major I&I issues among the Interceptor projects. Mr. Farley noted that they can start looking at the first phases of these projects to see what they may cost.

Terry Myers suggested rehabilitation work that is needed on the lower part of the Sewer that is remaining. After a preliminary design is developed, the Township can see if all of the Township residents can be brought over to Township's Sewer Line.

**Well No. 10** – This well is not meeting the required gallons per minute. C.S. Davidson has the equipment representative reviewing the operations to see why requirements are not being met.

C.S. Davidson will be meeting PENNDOT on Wednesday about the Carlisle Road repairs. Today High Street and Pine Road are being worked on.

Chair Love congratulated the staff that worked with DEP on the mock drill. This went very well with positive feedback.

#### **OLD BUSINESS**

No business to report.

#### **COMMENTS FROM PUBLIC PRESENT**



**Donald Hively – 5706 Paradise Court** – Mr. Hively inquired why the Township has neglected to put Robin Road on the 5 year plan. This road will soon be considered a dirt road since there is no base.

Chair Love noted that the Board does prioritize roads as best as they can. There is hope that more money from liquid fuels will be received and Robin Road could be added at some point.

C. Richards spoke of a possible new grant for dirt/gravel and low volume road.

Mr. Hively noted that the Township may want to review this road and black top sections before the road is totally lost.

**Charles Rauhauser** – Mr. Rauhauser asked if farm equipment is considered when determining the volume on roads. He noted that Lark Lane is sinking at one point and this road has not been touched since it was installed in the 1950's. This road is used heavily by farming equipment.

#### **COMMENTS/NEW BUSINESS FROM THE BOARD**

M. Menges noted that he will be absent at the October 27, 2014 Board Meeting.

Chair Love questioned a 25 MPH speed sign just outside of the Borough along Route 74. This sign was moved from the Borough. Normally there was a sign advertising 35 MPH up to the Borough and 25 MPH through the Borough and then back up to 35MPH when leaving the Borough. Currently the 25MPH starts on the south side of Buser Avenue. The old sign is still at the Borough Line right before the new ice cream shop. Now a new sign is at Buser Avenue.

Manager Oswalt will investigate this issue.

Chair Love questioned if staff investigated the “No Parking” on Nittany Drive. Manager Oswalt noted that the Zoning Officer was contacted about the tractor trailers parking.

**Board Consensus** noted to have the staff look into the parking on Nittany Drive. Chuck Farley agreed to do so.

With no further business, the meeting was adjourned by Chair Love at 9:12 PM.

Respectfully submitted by: \_\_\_\_\_  
Trena M. Hall, Township Secretary