

**DOVER TOWNSHIP
BOARD OF SUPERVISORS MEETING
MEETING MINUTES
OCTOBER 24, 2016**

The Dover Township Board of Supervisors' Meeting for Monday, October 24, 2016, was called to order at 7:00 PM by Chairperson Matthew Menges in the Meeting Room of the Dover Township Municipal Building. Supervisors present were Matthew Menges, Stephen Parthree, Charles Richards, Robert Stone and Stephen Stefanowicz. Other Township Representatives in attendance were Laurel Oswalt, Township Manager; Terry Myers, Township Engineer; Cory McCoy, C.S. Davidson; Attorney Charles Rausch, Township Solicitor; Michael Fleming, Township Public Works Director and Tiffany Strine, Township Secretary. There were seven 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.

Chair Menges announced that prior to the start of the Board of Supervisors' Meeting this evening, a Work Session was held to discuss the 2017 Dover Township Trash Contract.

**APPROVAL OF THE BOARD OF SUPERVISORS' MEETING MINUTES FOR
OCTOBER 10, 2016**

Motion by R. Stone and seconded by C. Richards to approve the Board of Supervisors' Meeting Minutes for October 10, 2016, as presented. **Passed** with 5 ayes

APPROVAL OF THE WORK SESSION MEETING MINUTES FOR OCTOBER 10, 2016

Motion by R. Stone and seconded by C. Richards to approve the Work Session Meeting Minutes for October 10, 2016, as presented. **Passed** with 5 ayes

TREASURER'S REPORT

Approval of Current Expenditures

Motion by S. Stefanowicz and seconded by C. Richards to approve the warrant total for October 14, 2016, in the amount of \$16,798.28, as presented. **Passed** with 5 ayes

Motion by S. Stefanowicz and seconded by C. Richards to approve the warrant total for October 24, 2016, in the amount of \$270,702.94, as presented. **Passed** with 5 ayes

PUBLIC COMMENT

Mr. Vince Card – Realtor for Mr. William Kimmel – 5030 North Salem Church Road

Presenting a Waiver for a Fence Application located at 5030 North Salem Church Road.

Mr. Card informed the Board that he is representing Mr. Robert Twitchell, the current owner of 5030 North Salem Church Road and Mr. William Kimmel, who is interested in purchasing a parcel of property for sale located at 5030 North Salem Church Road. Mr. Card informed the Board that he had submitted a permit application for a fence for the property located at 5030 North Salem Church Road. The permit application was denied. Mr. Kimmel informed Mr. Card that he would like to purchase the property contingent upon the approval of the permit application for a fence.

Mrs. Maureen App; Dover Township Buildings and Codes Enforcement Officer, denied the permit application for the fence. Mrs. App further explained to Mr. Kimmel that she is only able to issue a fencing permit for a fence that meets the Township's Ordinance specifications. Mrs. App further explained to Mr. Kimmel that the fence may be installed up to, but not on the property line and may not be installed in an easement area. Mr. Kimmel prefers to fence the entire parcel. Mr. App informed the Board of Supervisors that there is a drainage easement, sewer easement and gas easement currently located on this property. The current property owner did receive a Letter of No Objection from Columbia Gas of Pennsylvania, Inc. regarding their stance on their easement on the property.

Mr. Card informed the Board that he would like to request a waiver to erect a four (4) foot post and wire fence on the property located at 5030 North Salem Church Road in the drainage and sewer easement areas.

Motion by C. Richards and seconded by R. Stone to approve the waiver requested for the property located at 5030 North Salem Church Road to erect a four (4) foot, unlocked, post and wire fence in the current drainage and sewer easement areas, as presented. **Passed** with 5 eyes

ENGINEER'S REPORT by Township Engineer Terry Myers

None to note.

SOLICITOR'S REPORT by Township Solicitor Attorney Charles Rausch

Approval of Deed of Dedication from MG Enterprises

Attorney Rausch approached the Board in asking for approval of a Deed of Dedication from MG Enterprises. The Deed of Dedication involves a Right-Of-Way consisting of fourteen thousand five hundred forty-one (14,541) square as required for the Tower Drive, Davidsburg Road and Jayne Lane Improvements as prepared by C.S. Davidson dated September 8, 2016.

Motion by S. Stefanowicz and seconded by R. Stone to Approve a Deed of Dedication from MG Enterprises, as presented. **Passed** with 5 eyes

Authorization to Advertise an Ordinance and Public Hearing for Copper Chase Rezoning Request

Attorney Rausch informed the Board that the Township did receive the York County Planning Commissions' comments regarding the Copper Chase Rezoning Request. The York County

Planning Commission recommends that the Township adopt the zoning ordinance amendment and deemed that the proposed rezoning is appropriate in that it is compatible with the surrounding zoning and land uses. Attorney Rausch stated that he is requesting to advertise an ordinance and public hearing for Copper Chase rezoning request. The York County Planning Commission reviewed the proposed Zoning Ordinance Amendment and recommended adoption of the Amendment. Copper Chase is seeking to change the current status of the property in question from Medium Density Residential (R-3) to High Density Residential (R-4).

Motion by R. Stone and seconded by C. Richards to approve to advertise an ordinance and public hearing for Copper Chase Rezoning Request, as presented. **Passed** with 5 ayes

C. Richards added that he would like to also suggest that the Board consider the York County Planning Commission's proposal to rezone the property and to rezone this property to include a small triangle shaped portion of the parcel on the corner that is zoned R-3. Oakland Road was realigned to meet up opposite of Baker Road; however, the portion of the parcel on the corner was not rezoned to R-4. The York County Planning Commission recommends that this small triangular portion be rezoned to R-4.

Motion by R. Stone and seconded by C. Richards to approve the inclusion of the small triangular shaped portion of parcel that lies near Oakland Road and Baker Road from a R-3 Zoning Classification to an R-4 Zoning Classification, as presented. **Passed** with 5 ayes

MANAGER'S REPORT by Township Manager Laurel Oswalt

Approval to Advertise the 2017 Dover Township Budget

Motion by C. Richards and seconded by S. Parthree to approve to advertise the 2017 Dover Township Budget, as presented. **Passed** with 5 ayes

Approval to Designate Laurel A. Oswalt as the Agent for the Pine Road Grant Phase II

Manager Oswalt informed the Board that this Resolution will authorize Manager Oswalt to execute all necessary required documents, submit applications and serve as the primary point of contact for the Pine Road Grant, should this grant be awarded.

Motion by S. Parthree and seconded by R. Stone to approve to designate Laurel A. Oswalt as the agent for the Pine Road Grant Phase II, as presented. **Passed** with 5 ayes

Approve the Sub Applicant Maintenance Agreement for the Pine Road Grant Phase II

Manager Oswalt informed the Board that the Sub Applicant Maintenance Agreement document for the Pine Road Grand Phase II is required in conjunction with the grant application to ensure that the Township is aware of its responsibilities to maintain the acquired properties per the Federal Emergency Management Agency (FEMA) standards.

Motion by C. Richards and seconded by S. Parthree to approve the Sub Applicant Maintenance Agreement for the Pine Road Grant Phase II, as presented. **Passed** with 5 ayes

Acceptance of a \$500 Bid for the Property known as 6450 Dupont Avenue to Remove this Property from the Tax Claim Bureau's Repository List

Manager Oswalt stated that she recommends acceptance of this \$500 bid for the property known as 6450 Dupont Avenue to remove this property from the Tax Claim Bureau's Repository List.

Motion by S. Parthree and seconded by C. Richards to accept a five-hundred dollar (\$500) bid for the property known as 6450 Dupont Avenue to remove 6450 Dupont Avenue from the Tax Claim Bureau's Repository List, as presented. **Passed** with 5 ayes

Acceptance of a \$500 Bid for the Property known as Crone Road (24-0-MF-87) to Remove this Property from the Tax Claim Bureau's Repository List

Manager Oswalt informed the Board that a resident by the name of Bradley Grim has approached the Tax Claim Bureau with regards to wanting to submit a bid for the property known as Crone Road (24-0-MF-87). However; due to a prior clerical error, the Township was unaware a bid already existed for the property from another individual. The Board can accept this bid or reject so that Mr. Grim can submit one.

Motion by S. Stefanowicz and seconded by C. Richards to deny a five-hundred dollar (\$500) bid for the property known as Crone Road (24-0-MF-87) from the Tax Claim Bureau's Repository List dated July, as presented. **Passed** with 5 ayes

Discuss York County Planning Commission Request for Nominees to the York Area Metropolitan Planning Organization (YAMPO) Technical Committee

Manager Oswalt informed the Board of Supervisors that the York County Planning Commission is requesting nominees to the York Area Metropolitan Planning Organization; also, known as YAMPO, to fill the term from January 2017 through December 2020. YAMPO is the official decision making body for transportation planning and project programming within York County. YAMPO is reaching out to all 72 Municipalities to request nominations.

Motion by C. Richards and seconded by R. Stone to approve Dover Township Public Works Director; Michael H. Fleming, as Nominee to the York Area Metropolitan Planning Organization Technical Committee, as presented. **Passed** with 5 ayes

Acceptance of 2326 Pine Road Via Donation from Wells Fargo

Manager Oswalt informed the Board that she was contacted by Wells Fargo regarding the prospect of accepting the property located at 2326 Pine Road through the Wells Fargo Real Estate Owned (REO) Property Donation Program. This program is designed by Wells Fargo to assist in revitalizing neighborhoods by donating properties through the Community & Urban Stabilization Program (CUSP). Through CUSP, local government entities may receive REO donation properties. In an effort to stabilize neighborhoods and prevent issue, Wells Fargo expects all donated properties to be maintained until they can be rehabilitated, occupied or

utilized for any other need deemed best for the community.

Motion by S. Stefanowicz and seconded by S. Parthree to accept the property known as 2326 Pine Road via donation from Wells Fargo, as presented. **Passed** with 5 ayes

Request and Approve Pump Tests on Two (2) Existing Wells

Manager Oswalt informed the Board that the Township Public Works Director is requesting that a motion be made and approved to conduct pump testing on two (2) existing wells. The wells are located at 2531 Municipal Road on the Township owned golf course property. SSM Group Inc. has provided a proposal for the evaluation and irrigation of these wells. The testing will help to further determine the wells possible use for public drinking water purposes.

Motion by S. Parthree and seconded by C. Richards to approve proposals submitted by SSM Group, Inc. for this investigation, as presented. **Passed** with 5 ayes

Request and Approve Buchart Horn to Immediately Issue a Change Order to Am-Liner

Manager Oswalt informed the Board that the Township Public Works Director is requesting that a motion be made and approved to direct Buchart Horn to immediately issue a Change Order to Am-Liner East. This Change Order will allow the Township to complete the necessary work as per the current contract. The Township has obtained two (2) quotes from local contractors to perform a video inspection as per the warranty inspection and an acceptance portion of the contract. The Township is currently withholding a fourteen thousand-dollar (\$14,000.00) retainer.

Motion by R. Stone and seconded by S. Parthree to accept and approve Buchart Horn to issue a Change Order to Am-Liner, as presented. **Passed** with 5 ayes

ADDITIONAL COMMENTS FROM THE BOARD

The Board addressed concerns with the use of the Township Fire Department Utility Truck. Ideas were given by various Board members to institute Global Positioning Software (GPS) in Township Fire Department equipment or to draft an agreement proposal depicting the proper usage guidelines for Township Fire Department Utility Truck.

C. Richards informed the Board that he will be addressing the use of the Township Fire Department Utility Truck and some recent personnel issues between the Dover Township Fire Department and the Dover Ambulance Club. C. Richards stated that he will be working with Dover Township Fire Chief Glenn Jansen on this matter.

S. Stefanowicz announced that another meeting was held regarding the new Township Garage Building Project. At this point, it has been decided to pursue a proposed three (3) phase building option.

R. Stone along with S. Stefanowicz informed the Board that cost estimates have been given

regarding the new Township Garage Building Project. Phase 1, 2 and 3 are currently projected to cost a total of 3.6 million dollars. Additional costs associated with land development and subdivision, architecture, engineering and other improvements like the fuel island puts the project at 4.2 million. It was clarified that the costs for this project would come from a borrowing to occur in early 2017 and a tax increase is not necessary at this time.

Board Consensus was reached and it was collectively decided to continue on with the current three (3) phase new Township Garage Building Project and estimated cost proposals.

PUBLIC COMMENT

None to note.

With no further business, the meeting was adjourned by Chair Menges at 8:45 PM.

Respectfully submitted by: _____
Tiffany Strine, Recording Secretary