

**DOVER TOWNSHIP  
BOARD OF SUPERVISORS MEETING  
MEETING MINUTES  
NOVEMBER 28, 2016**

The Dover Township Board of Supervisors' Meeting for Monday, November 28, 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 and Stephen Stefanowicz. Supervisor Robert Stone was absent with prior notice. Other Township Representatives in attendance were Laurel Oswalt, Township Manager; Georgia Sprenkle, Township Zoning Officer; Terry Myers, Township Engineer; Corey McCoy, C.S. Davidson; Attorney Charles Rausch, Township Solicitor and Tiffany Strine, Township Secretary. There were twenty-six 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 Dover Township Trash Contract for 2017.

A Public Hearing on the rezoning of parcels for Copper Chase was scheduled to begin at 7:00 PM.

**PUBLIC HEARING ON THE REZONING OF PARCELS FOR COPPER CHASE**

Copper Chase Apartments, LLC., a subsidiary of Morgan Properties, is seeking to change the zoning for properties located at 2900 Honey Run Drive and 3005 Emig Mill Road and are requesting amendments to the current zoning map. Currently the sites are zoned Medium Density Residential (R-3). The owner is proposing to rezone the site to High Density Residential (R-4). Copper Chase Apartments LLC. is interested in expanding the current townhouse unit counts at their Copper Chase Townhouse Community.

**Public Comments on the Rezoning of Parcels for Copper Chase**

**Walter Durgin Jr. – 1879 Deerfield Drive**

Mr. Durgin attends a local church; New Creation Community Church, within the area for the proposed rezoning. Mr. Durgin stated that the church is okay with the proposal presented for rezoning the parcels located on 3005 Emig Mill Road.

**Ed Shaub – 3007 Bedford Place**

Mr. Shaub voiced concerns with the acceptance of the proposed rezoning, questioning the impact of increased traffic flow to the area and the impact of the increase in population on the sewer system.

Attorney Rausch informed Mr. Shaub that traffic studies will have to be done with regards to this

matter through the land development process. If improvements are required, the developer will be responsible to pay for their installation. Attorney Rausch added that the Wastewater Treatment Plant is currently able to handle added capacity.

**Todd Bowser – S. R. Campbell Associates Inc. – 3030 East Market Street, York PA**

Mr. Bowser; with S. R. Campbell Associates Inc., was present and informed the Board and the public present that he would be willing to answer any questions.

**Herb Morgan – Morgan Management, LLC.**

Mr. Morgan; of Morgan Management, LLC., provided the Board with a brief personal biography and his commitment to better the Dover community. Mr. Morgan stated that he is a forty-seven year York County resident and has the best interest of the Dover community in mind. Mr. Morgan feels his proposed communities will greatly enhance and bring lasting homes to potential residents in a safe and nourishing community.

Chair Menges stated that the Board will consider the opinions of all the residents.

Chair Menges stated that with no further public comment, the final vote and determination will be made during the appropriate agenda allotment time. Chair Menges closed the public hearing at 7:15 PM.

**APPROVAL OF THE WORK SESSION MEETING MINUTES FOR NOVEMBER 14, 2016**

**Motion** by S. Parthree and seconded by C. Richards to approve the Work Session Meeting Minutes for November 14, 2016, as presented. **Passed** with 4 ayes

**APPROVAL OF THE BOARD OF SUPERVISORS' MEETING MINUTES FOR NOVEMBER 14, 2016**

A revision was made by S. Stefanowicz to amend the November 14, 2016, minutes as follows; to edit paragraph 6, sentence Number 1, Page 5, to now state, S. Stefanowicz announced that this coming Wednesday, November 16<sup>th</sup>, the Sewer Authority Meeting is scheduled to be held.

**Motion** by S. Stefanowicz and seconded by S. Parthree to approve the Board of Supervisors' Meeting Minutes for November 14, 2016, as presented. **Passed** with 4 ayes

**TREASURER'S REPORT**

**Approval of Current Expenditures**

**Motion** by C. Richards and seconded by S. Parthree to approve the warrant total for November 28, 2016, in the amount of \$238,613.97, as presented. **Passed** with 4 ayes

**PUBLIC COMMENT**

**Jamie Schlesinger, Director Public Financial Management, Inc.**

**Discussion Regarding 2017 Borrowing Options and Timeline**

Mr. Jamie Schlesinger; Director of Public Financial Management, Inc., was present this evening to discuss 2017 borrowing options and possible timelines for the Township's upcoming projects. Mr. Schlesinger provided a Financial Analysis from the PFM Group. The Financial Analysis outlined fixed rate bond information, a summary of outstanding indebtedness along with debt service requirements and a summary of new money options for Township general fund projects. Mr. Schlesinger stated that Dover Township has very little debt at this time and a strong credit rating. The presentation included four possibilities providing for ways to structure funding for the new Township Garage and Maintenance Building.

**Board consensus was reached to select the proposed wrap option for the general fund project borrowing option provided by The PFM Group.**

**Board consensus was reached to select the proposed wrap option for the water project borrowing option provided by The PFM Group.**

Mr. Schlesinger informed the Board with their consensus, he will pursue the wrap option for both projects. Mr. Schlesinger will explore and solicit various bank proposals for both areas needing borrowing. Mr. Schlesinger added that he will return to the Board in January of 2017 with results for possible February approval.

Chair Menges informed the public that there will currently be no tax increases for the upcoming Township projects and that all the currently proposed expenditures for funding were preplanned expenses.

**Ray Vandecastle, Dover Community Library President  
Dover Area Community Library Briefing on the Library's Current Events**

Mr. Ray Vandecastle introduced himself to the Board. Mr. Vandecastle is Dover Area Community Libraries New President. Mr. Vandecastle provided the Board with an overview of all the great things the library is currently doing. It was noted that the number of citizens utilizing the Dover Area Community Library is continuously growing and the library delivered \$902,751.00 in services to Dover Township in the past year.

**David Thomas – 3315 Colby Lane – Andover Development  
Inquiry on the Status of Colby Lane Road Improvements**

Mr. David Thomas of 3315 Colby Lane, inquired with the Board this evening as to the status of much needed road improvements within Mr. Thomas' development. Mr. Thomas stated that there are large depressions in Colby Lane.

Mr. Michael Fleming; Township Public Works Director, informed Mr. Thomas there are plans for sewer repair work to be done in the Andover Development. Upon completion of the sewer repairs and excavation work to be performed, the repairs to remedy the roadway surface will then be addressed.

**PUBLIC HEARING ON THE REZONING OF PARCELS FOR COPPER CHASE**

**Motion** by S. Stefanowicz and seconded by S. Parthree to approve the rezoning of parcels for Copper Chase known to be 2900 Honey Run Drive and 3005 Emig Mill Road from an R-3 Residential District to an R-4 Residential District, as presented. **Passed** with 4 ayes

### **ZONING OFFICER'S REPORT by Township Zoning Officer Georgia Sprenkle**

#### **Discuss Fox Run Road and Butter Road for Possible Rezoning Proposal to be Sent to the York County Planning Commission**

Ms. Sprenkle informed the Board of a prior Re-Zoning request that she has received regarding Fox Run Road and Butter Road for possible Rezoning of the western portion of the property to a Residential District. The property is within the Well Head Protection Zone and the current zoning on this property is zoned Industrial. Ms. Sprenkle stated that it would be in the best interest to allow for a home to be built which would constitute a zoning change.

**Board consensus was reached and it was collectively determined to forward the appropriate Rezoning Proposal for Fox Run Road and Butter Road to the York County Planning Commission to seek the Commission's comments.**

#### **Proposal of a written amendment to the Township Zoning Ordinance 27-502 H**

Ms. Sprenkle stated that she would like to present a written amendment of the Township Zoning Ordinance, 27-502 H to the Dover Township Planning Commission. The amendment states in part, "*Accessory structures may be erected on lots prior to the erection of the principal building*". Ms. Sprenkle added that she is aware of residents whom own adjoining parcels of property and would like to erect an accessory structure on their vacant property. Current practice depicts that they need a reverse subdivision to do so, the required reverse subdivision would then take the lot line away from the one lot. The fee to do this is estimated at five to six thousand dollars. Ms. Sprenkle added that there have been residents that had properties that could not be developed due to the fact that they did not have enough property or the property did not have the proper road frontage.

**Board consensus was reached together it was determined to allow for Ms. Sprenkle; Township Zoning Officer, to propose her recommendation for a written amendment to the Township Zoning Ordinance 27-502 H to the Dover Township Planning Commission for further review.**

#### **Consideration of Proposal for the Final Clean Up of 5371 Davidsburg Road**

Ms. Sprenkle provided the Board with an estimate for the final clean-up of 5371 Davidsburg Road, also known as the Herbert Miller Property. The estimate is from Bernard Anthony, Inc. and includes the removal and disposal of debris, placement of topsoil over previously demolished areas, placement of grass and straw over the property and the transportation of debris to a Pennsylvania Department of Environmental Protection landfill. The quote given by Bernard Anthony, Inc. was in the amount of \$9,600.00.

**Motion** by C. Richards and seconded by S. Stefanowicz to accept a proposal, in the amount of \$9,600.00 from Bernard Anthony, Inc. for clean-up of the property located at 5371 Davidsburg Road, as presented. **Passed** with 4 ayes

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

#### **Approval of 2016 Water Projects Change Order Number 2 in the Amount of \$8,125.00**

**Motion** by C. Richards and seconded by S. Stefanowicz to approve the 2016 Water Project JOAO and Bradley Construction Co, Inc. Change Order Number 2 in the Amount of \$8,125.00, as presented. **Passed** with 4 ayes

#### **Approval of 2016 Water Projects Application for Payment Number 1 in the Amount of \$479,108.86**

**Motion** by S. Stefanowicz and seconded by C. Richards to approve the 2016 Water Project JOAO and Bradley Construction Co, Inc Application for Payment Number 1 in the amount of \$479,108.86, as presented. **Passed** with 4 ayes

### **Discuss Land Studies, Inc Stream Restoration Feasibility Study Proposal**

Mr. Myers informed the Board that he has received a proposal from Land Studies, Inc. to perform a feasibility study on a Stream Restoration Project that would include both streams on the Township owned golf course property. Mr. Myers added that the goal of the study would be to provide Dover Township with an understanding of potential nutrient and sediment load reductions, storm water management potential and how the restoration may fit into the overall vision for the future prospective use of the golf course property. By the completion of a feasibility study, this will provide the Township with the necessary information and support to further pursue funding options for the design, permitting and construction phase of the potential Stream Restoration Project.

Mr. Myers provided the Board with the proposal of services from Land Studies, Inc. for a Dover Township Regional BMP – Feasibility Study, Proposal #D-271.2-13 Task 18. Total estimated cost of the study is (time and materials, not—to exceed) \$15,000.00.

**Motion** by S. Stefanowicz and seconded by C. Richards to accept the Land Studies, Inc Proposal of Services, Dover Township Regional BMP – Feasibility Study, Proposal #D-271.2-13 Task 18, as presented. **Passed** with 4 ayes

### **Discuss Bull Road and Nursery Road Intersection**

Mr. Myers supplied the Board with various maps regarding the Bull Road and Nursery Road intersection. Upon receipt of a citizen inquiry; suggesting improvements be made to this intersection, Mr. Myers and the Township Public Works Director have researched the intersection and possible need and options for resolve.

Mr. Fleming noted that in the past five (5) year period, there were only two (2) reportable

accidents in this location.

**Board consensus was reached and it was determined that due to pending prior Township projects, the proposed intersection for improvements was not deemed to be a priority project at this time.**

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

##### **Resolution 2016- 29 Approval of the 2017 Budget**

**Motion** by S. Stefanowicz and seconded by S. Stefanowicz to approve Resolution 2016-29 to approve the 2017 budget, as presented. **Passed** with 4 ayes

##### **Resolution 2016- 30 Approval of the Real Estate Tax Millage Rate for 2017**

**Motion** by S. Parthree and seconded by C. Richards to approve Resolution 2016-30 for the real estate tax millage rate for 2017, as presented. **Passed** with 4 ayes

##### **Resolution 2016-31 Approval of all the Tax Rates other than the Real Estate Tax for 2017 (No Rate Increases)**

**Motion** by C. Richards and seconded by S. Parthree to approve Resolution 2016-31 for the tax rates other than the real estate tax for 2017, as presented. **Passed** with 4 ayes

##### **Acknowledgement of the Completion of the Probationary Period for Township Personnel Jared Gray, Highway Maintenance Worker III**

**The Board recognized the completion of the probationary period for Township personnel Jared Gray, Highway Maintenance Worker III.**

##### **Acknowledgement of the Completion of the Probationary Period for Township Personnel Stanley Jett, Water Operator Trainee**

**The Board recognized the completion of the probationary period for Township personnel Stanley Jett, Water Operator Trainee.**

##### **Discussion Regarding the Senior Center Lease**

Manager Oswalt informed the Board that the time has come to renew the Senior Center's lease. Manager Oswalt provided the Board with a copy of the draft lease she will be providing to the Center. The only amendments at the present time are to the date and the new term expiration.

**The Board agreed that they did not wish to make any other amendments to the Senior Center lease at this time.**

##### **Awarding to the High Bidders for the Sale of Township Property**

A list of Township property to be sold was provided to the Board at the September 26<sup>th</sup>, 2016 Board of Supervisors' meeting. All the items were sold on Munici-Bid and all the items met the minimum bid.

**Motion** by C. Richards and seconded by S. Stefanowicz to approve the sale of Township property to the high bidders, as presented. **Passed** with 4 ayes

### **OLD BUSINESS**

**None to note.**

### **COMMENTS FROM THE BOARD**

S. Parthree informed the Board that Chalet Harris; Township Recreation Director, has presented to him a potential site plan for recreational design and use of the Township owned golf course property. Mrs. Harris will be present at the December Board meeting to present these plans.

S. Stefanowicz stated that currently the design process of the new Township Garage Project is moving forward; however, S. Stefanowicz stated that he also learned that there is a forty-five (45) week process with a National Pollutant Discharge Elimination Systems (NPDES) Permit thru the Environmental Protection Agency that must be completed. S. Stefanowicz wanted to make the Board aware of this timetable.

C. Richards informed the Board that Joao & Bradley Construction Company are doing a great job with the currently contracted Township projects this company is performing.

M. Menges reminded the Board that the Northern York County Regional Police Department will be holding their Annual Christmas Luncheon on December 9<sup>th</sup>, 2016.

### **PUBLIC COMMENT**

**None to note.**

With no further business, the meeting was adjourned by Chair Menges at 8:15 PM.

Respectfully submitted by:

\_\_\_\_\_  
Tiffany Strine, Recording Township Secretary