DOVER TOWNSHIP
BOARD OF SUPERVISORS MEETING
December 10, 2012

The Dover Township Board of Supervisors regular meeting for Monday, December 10, 2012 was called to order at 7:00 PM by Chairperson Shermeyer in the Meeting Room of the Dover Township Municipal Building. Supervisors present were Chair Madelyn Shermeyer, Monica Love, Michael Husson, Charles Richards, and Matthew Menges. Other Township Representatives in attendance were Laurel Oswalt, Township Manager; Atty. Charles Rausch, Township Solicitor; Terry Myers, Township Engineer; Georgia Sprenkel, Zoning Officer; Charles Farley, Public Works Director; and Dawn Slegel, Recording Secretary. There were 4 citizens and a news reporter seated 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.

It was announced that an executive session was held at 6:00 PM to discuss Union negotiations and personnel matters.

APPROVAL OF WORK SESSION MINUTES FOR NOVEMBER 26, 2012
Motion by M. Husson and second by M. Love to approve the work session minutes for November 26, 2012 as presented. Passed with 5 ayes.

APPROVAL OF MEETING MINUTES FOR NOVEMBER 26, 2012
The Minutes for November 26, 2012 were corrected with two technicalities: Monica Love was in attendance at this meeting. Under the Engineer’s Report for the Wyngate Stormwater Basin Quotes, it was stated as Motion by M. Menges and second by C. Richards to award the contract work for the Wyngate Stormwater Basin to H & H General Contractors for the low quote of ($13,200 corrected placement of comma) $1,3200 (the low quote should be $12,750) conditioned on obtaining the easement from Jeff Straley.

Motion by M. Love and second by M. Menges to approve the meeting minutes for November 26, 2012 as amended. Passed with 5 ayes.

TREASURER’S REPORT
Motion by M. Menges and second by M. Love to approve the warrant total for December 7, 2012 in the amount of $469,649.16 as presented. Passed with 5 ayes.

PUBLIC COMMENT PERIOD
Listed on the Agenda
Jake Romig, York County Stormwater Management Circuit Rider - Scheider/Tri-Town
Stream Bank Restoration - Mr. Romig informed the Board that the stream bank restoration work addressed by the Scheiders in West Manchester Township was completed with great success. Photographs appeared in the Board’s packet of the project’s progress. The improvements withstood Hurricane Sandy. Toe rock and log deflectors were installed. If the toe of the slope is protected, the rest of the bank will hold together.
The Board was impressed with the entire stream bank restoration project.

Kristine Keener, Tax Collector - Discuss Switching from G. H. Harris to York Adams Tax Bureau for Per Capital Delinquent Tax Collection - Mrs. Keener requested the Board consider switching the delinquent Per Capita Tax collection from G. H. Harris Associates, Inc. to York Adams Tax Bureau mainly due to complaints from residents on the exorbitant fees charged for the nonpayment of a $5.00 tax. If York Adams Tax Bureau was used, it was mentioned that the collection business would stay local and fees for nonpayment to residents would be less.

**Motion** by M. Love and second by C. Richards to not renew the bond from G. H. Harris Associates, Inc. in 2013. **Passed** with 5 ayes.

**Motion** by M. Love and second by M. Husson to authorize the Township Manager to establish the Delinquent Per Capita Collection with York Adams Tax Bureau for 2013. **Passed** with 5 ayes.

Not Listed on the Agenda
Robert Rauhauser requested that the Board update the Dover Township Agricultural Security List.

He was informed that Dover Township is not required to send notices to Township property owners in the Agricultural Security District. Reference is determined strictly by parcel numbers. Mr. Rauhauser’s land will be added to the Agricultural Security District by resolution approved by the Dover Township Board of Supervisors within 180 days after review by the Dover Township Planning Commission which will occur in January.

There weren’t any further comments from the public at this time.

ZONING OFFICER'S REPORT by Georgia Sprenkel
**PL12-6 Reapproval of Richard Rufle Land Development Plan** - Ms. Sprenkel reported that the 90 days has expired for the Richard Rufle Land Development Plan. They are working on completing the outstanding items so the plan can be recorded.

**Motion** by M. Love and second by M. Menges to reapprove the Richard Rufle Land Development Plan. **DISCUSSION** - It was recommended that the previously open items be added to the motion.

**Amended Motion** by M. Love and agreeable second by M. Menges to reapprove the Richard Rufle Land Development with the addition of the previously outstanding items. **Passed** with 4 ayes and 1 nay with opposition by M. Husson.

ENGINEER'S REPORT by Terry Myers
**FEMA Projects Update** - Mr. Myers reported that the FEMA Project involving the construction of the pedestrian bridge at the Community Park has been completed. A self certification form needs to be sent to DEP and the followup with FEMA. The other project regarding the Wyngate Basin and the discharge pipe requires an easement agreement from Jeff Straley. Mr. Straley agreed to the modifications as recommended by the Township Solicitor. Mr. Myers also asked the Township Solicitor to prepare a separate letter of agreement for the other items requested by Mr. Straley as
suggested by the Township Solicitor. Mr. Straley should then be ready to sign the agreement so that the project can proceed with the execution of the contract with H & H.

**Ashley Farms Developer Agreement** - Mr. Myers reported that a draft copy of an agreement prepared by Atty. Katherman on behalf of Lauer Tract Joint Venture has been included in their packet. The agreement outlines the responsibilities of each party. At the completion of all improvements, the parties will compile a total project cost of engineering fees, legal fees, costs of acquisition of rights-of-way, costs of construction and the total monies spent by each party to date. Then, there will be a reconciliation which will provide that the total costs expended by the parties which shall be the same ratio as the estimated costs of construction for the individual projects. The Tower Drive intersection will need to have radius improvements, five utility poles relocated, and drainage improvements. The Township Engineer estimated that the costs for the Township’s portion should be approximately $40,000. Traffic studies will need to be performed by TRG. With all of the preliminary work that needs to be completed, construction will most likely be scheduled for sometime in 2014.

It was suggested that the Board take the draft agreement with Lauer Tract Joint Venture under advisement until the next regular meeting in January for discussion under Old Business.

**Drainage Complaints Followup** - Mr. Myers updated the Board that finalized documents are being prepared for the Wandering Streams stormwater discharges data collected from all of the various surrounding basins. The drainage swale that runs through the rear properties of Wilmar and Danielle Drive is the responsibility of the property owners to construct. They inquired whether a permit was required. Ashley Farms which is upstream is in the process of converting their basins from sedimentation control mode over to post construction stormwater management mode this Spring. Mr. Myers would like to review Ashley Farms stormwater study to see if the new stormwater modeling methods would allow them to close up the discharge structure and slow down more water which would help downstream. He would also like to examine the St. David’s Church basin with the new modeling to reduce the flow. St. David’s was receptive to making any necessary corrections to their basin.

**Motion** by M. Menges and second by C. Richard to authorize C. S. Davidson to review the Ashley Farms and St. Davids Church stormwater management studies utilizing the modeling with the new methods. **Passed** with 5 ayes.

**SOLICITOR’S REPORT by Atty. Rausch**
Atty. Rausch had nothing to report at this time.

**MANAGER’S REPORT by Laurel Oswalt**

**Approval of AT & T Lease Amendment for Locust Water Tank** - Manager Oswalt reported that the Township Solicitor has reviewed the amendment to the lease for the Locust Water Tank.

**Motion** by M. Love and second by M. Menges to approve the AT & T Lease Amendment for the Locust Water Tank. **Passed** with 4 ayes and 1 nay with opposition by M. Husson.
Cornerstone Bible Church Request for Municipal Real Estate Refund of $507.99 - Manager Oswalt noted that the Cornerstone Bible Church was declared tax exempt by the Tax Assessment Office, therefore they are requesting a tax refund from the Township.

Mrs. Keener reported that the Cornerstone Bible Church did not pay any real estate taxes for 2012 to date. The interim tax bill was for May through December of 2012. The exoneration should be granted on face value of the real estate tax.

The total amount of the exoneration should be $517.36 from Dover Township. The other tax exoneration needs to be requested from the Dover Area School District and the County of York.

Motion by M. Menges and second by C. Richards to exonerate Cornerstone Bible Church from the 2012 Dover Township Real Estate Tax for the amount of $517.36. Passed with 5 ayes.

Manager Oswalt will send letters to the Cornerstone Bible Church and the Dover Township Tax Collector outlining the Board’s decision.

Authorization to Reconcile Due to/Due from Interfund Balances as Recommended by Hamilton Musser - Manager Oswalt reported that these due to/due from balances have been an issue with the auditors for many years. These balances have stayed consistent through every audit in the past seven years. They cannot be eliminated without performing a reconciliation. Hamilton Musser, the auditing firm, has recommended a method to zero the funds.

Motion by M. Love and second by M. Husson to authorize the Township Treasure to reconcile the Due to/Due from Interfund Balances as recommended by Hamilton Musser. Passed with 5 ayes.

Recreation Director’s Letter - Manager Oswalt noted that the Recreation Director gave the Board a letter in which she requested temporary security fencing to secure the damaged playground at the Community Park to restrict any usage. She provided costs for the fence rental. She also asked for consideration to relocate the playground equipment from the floodplain area.

Motion by M. Love and second by M. Menges to continue the use of snow fencing around the restricted playground equipment until it can be moved out of the floodplain area. Passed with 5 ayes.

PUBLIC WORKS DIRECTOR’S REPORT by Charles Farley

Stormwater Maintenance Fees - Mr. Farley requested that the Board re-establish the stormwater maintenance fees. He wanted guidance on the fee amounts.

It was suggested that all of the stormwater fees be placed in the 2013 Fee Schedule which will then be addressed and approved by the Board at the Board’s Reorganization Meeting.

OLD BUSINESS

There wasn’t any old business at this time.
COMMENTS/NEW BUSINESS FROM THE BOARD OF SUPERVISORS
Supervisor Menges mentioned an issue with vehicles parking along Oakland Road across from Leib Elementary School. There is no room to park and the vehicles are either parked in the lane of traffic or parked over the slanted curb and on to the sidewalk. He suggested that No Parking signs be posted in that area.

The Board chose not to address this issue and allow the police to issue citations if warranted.

Supervisor Richards commented on Christmas in the Park on December 1st at Brookside Park indicating that it was well attended. The Recreation Director did a nice job organizing and decorating for the event.

Chair Shermeyer wished everyone a Merry Christmas and a Happy New Year.

COMMENTS FROM THE PUBLIC PRESENT
There were no comments from the public at this time.

With no further business, the meeting was adjourned at 8:26 PM by Chair Shermeyer.

Respectfully submitted by: ________________________________

Dawn D. Slegel, Township Secretary