

**DOVER TOWNSHIP
BOARD OF SUPERVISORS MEETING
DECEMBER 14, 2015**

The Dover Township Board of Supervisors regular meeting for December 14, 2015, was called to order at 7:00 PM by Chair Matthew Menges in the Meeting Room of the Dover Township Municipal Building. Supervisors present were Matthew Menges, Charles Richards, Monica Love, Stephen Stefanowicz, and Stephen Parthree. Other Township Representatives in attendance were Laurel Oswalt, Township Manager; Attorney Charles Rausch, Township Solicitor; Terry Myers, Township Engineer; Cory McCoy with C.S. Davidson; Georgia Sprenkel, Township Zoning Officer; and Trena Hall, Recording Secretary. There were 8 citizens in the audience. This meeting has been recorded for minute purposes only.

A moment of silence was requested, followed by the reciting of the Pledge of Allegiance to the American Flag.

APPROVAL OF THE MEETING MINUTES FOR NOVEMBER 23, 2015

Motion by S. Stefanowicz and seconded by S. Parthree to approve the meeting minutes for November 23, 2015, as presented. **Passed** with 5 ayes

TREASURER'S REPORT

Motion by C. Richards and seconded by S. Stefanowicz to approve the warrant total for December 4, 2015, in the amount of \$347,612.64 and the warrant total for December 14, 2015, in the amount of \$49,424.04, as presented. **Passed** with 5 ayes

PUBLIC COMMENT PERIOD

No comments

ZONING REPORT by Georgia Sprenkel

Stacey MacNeal – Possible Re-zoning of 5 Properties on E. Canal Road – Canal Ridge –Ms. MacNeal, from Katherman, Heim & Perry and Jim Price, the property owner's representative were present to propose this plan for 1667 E. Canal Road. Bob Katherman and Jim Price spoke to the Board of Supervisors back in September of 2015 to discuss the possible re-zoning of the properties from R1 to R3. Since this time they have attended the November Planning Commission meeting to discuss the re-zoning and have filed a formal application with the Township Zoning Officer along with the required \$600.00 filing fee. The Planning Commission did recommend the approval of the re-zoning of the properties. Ms. MacNeal and Jim Price were here tonight to ask the Board if they are willing to move forward with advertising for a Public Hearing on the re-zoning or if not, consider refunding the \$600.00 filing fee. They are also asking to include the 4 other single home properties so all surrounding properties will be zoned the same. A proposed sketch plan of the active retirement community, prepared by Dave Hoffman, was provided to the Board. Chair Menges noted that he appreciated being provided a more formalized plan showing the emergency drive.

C. Richards still has concerns with not having an emergency exit and would like to see another access included. The Developer is proposing to make this a senior living development which prefers having a cul-de-sac. They were trying not to have 2 entrances onto Canal Road but plans can be altered in the planning phase.

The other property owners have not been notified about the possible re-zoning. Ms. MacNeal noted that they would contact the 4 properties owners and discuss the proposed plan after the Board of Supervisors agreed to the proposed re-zoning. The Dover Township Planning Commission did recommend presenting this plan to the Board of Supervisors.

Chair Menges does not have any issues with re-zoning these properties. His concern is approving the re-zoning for this plan and making sure that the developer holds true to the proposed plan. He would like to see close coordination made between the re-zoning and the approval of this plan. Ms. MacNeal noted that her client would not invest this large amount of money into an engineering plan without the zoning in place and then not follow through with the plan. Mr. Price also noted that the proposed plan they provided is the plan that they will be moving forward with. He did not know what could be offered to guarantee that the plans would not be significantly altered. He can say that he is in no position to pay engineering fees again.

Attorney Rausch noted that the re-zoning would need to come first before approving the plan. He also noted that the Board will only acknowledge that the application has been filed and there will be no approvals this evening. This application has already been to the Township Planning Commission and needs to go to the York County Planning Commission. A Public Hearing will be needed.

Board Consensus was that they had no issues with the re-zoning or the plan.

Motion by C. Richards and seconded by S. Parthree to authorize the application for the re-zoning request to be submitted to the York County Planning for their recommendations, including the 4 other properties, as presented. Passed with 5 ayes

The Public Hearing cannot be scheduled until February because of the timing.

Stacey MacNeal noted to keep her client and firm informed on this matter.

Discuss 5371 Davidsburg Road – Herbert Miller Property- Ms. Sprenkel included the structural engineers report, from C.S. Davidson, in the packet. According to the report this property should be condemned and the structure should be removed. The report also signifies that the shared driveway should not be used by the neighbor. Ms. Sprenkel was unsure if the neighbor had any other way of accessing their property.

Since the last meeting, Ms. Sprenkel has tried to contact Brian Miller at the Llewellyn's Mobile Home Park and she was told that he no longer resides in the park.

Chair Menges noted that the Township must make every reasonable effort to allow Mr. Miller the chance to address this matter. To this date, the owner of the property has not been notified of the steps that the Township intends to follow on this property. The Building Codes Official should post the property with a time frame of when the property needs to be vacated, provide the reasons why the structure/property is being condemned, and the steps that the Board will be

following to have this property vacated. Every door to the property should be posted, pictures taken of the postings, and a copy of the postings mailed to Mr. Miller. Board members agreed to allow Mr. Miller 10 days from the issuing of the letter to vacate the property. If he did not vacate action would be taken.

Chair Menges also noted to contact the Agency on Aging to make sure that they understand the urgency of this matter and provide them with a copy of the report that C.S. Davidson provided and all other pertinent information. Ms. Sprenkel noted that the Agency on Aging would help Mr. Miller with repairs but he did not agree to pay back this loan when he passed on. M. Love inquired if Mr. Miller was a veteran as there is additional assistance available for veterans. This was unknown and thought was to inquire about this at the courthouse for discharge papers.

C.S. Davidson's recommended moving forward with vacating the property quickly because they have concerns of the structure falling down, onto Davidsburg Road or onto the neighboring property, after a first snowfall.

Board members noted that this was a hard decision, but this was an issue of public safety.

Manager Oswald noted that she would contact Bernard Anthony for a proposal to remove the structure.

Board members inquired if the whole building should be condemned or just sections. The whole building should be condemned.

Motion by M. Love and seconded by C. Richards to post the property as condemned and give Mr. Miller a copy of the structural engineers report, the letter to vacate the property in two weeks because the property is being condemnation for his safety, and the Township should take action as soon as possible, as presented. **Passed** with 5 ayes

ENGINEER'S REPORT by Terry Myers

Approve the Pine Road Property Acquisition AFP #1 (Final) for \$58,870.00 with Bernard Anthony, Inc. – This was for the demolition of the properties on Pine Road, which are now complete. Manager Oswald asked that the Board only approve releasing funds contingent upon receiving the maintenance bond and the rest of the close out documentation.

Motion by S. Stefanowicz and seconded by C. Richards to approve the Final Application for Payment in the amount of \$58,870.00 to Bernard Anthony, Inc., contingent upon receiving the maintenance bond and close out documentation, as presented. **Passed** with 5 ayes

Discuss the Emig Mill Road Water Line Replacement – Mr. Myers provided a better cost estimate on this water line replacement, which has been broken down into two separate projects. There is an existing 8" asbestos cement line that runs on the northern part of Emig Mill Road and a 6" ductile iron line that is tied into the 8" line on Carlisle Road which ties into Grandview Avenue. The idea of this project is to eliminate the section of 6" line and bring in a new 8" line up Emig Mill Road to tie into the 6" line at the intersecting streets. New services will go into each property. Anita Drive and Grenway Road have 8" ductile iron lines that tie the 6" line into Willapa Drive and to Mayfield Drive. This area will receive all new valves, tie-ins and services in this area.

The first project is from Carlisle Road to Grenway Road which is around 1,300 feet of work. The contingency has been reduced and the project should cost around \$356,000.00 in construction costs. With an estimated 20% engineering and inspection, the total is expected to be around \$427,053.00.

The second project is from Grenway Road to Mayfield Street which is around 2,000 feet of work. The contingency has been reduced and this project should cost around \$485,000.00 in construction costs. With an estimated 20% of engineering and inspection, the total is expected to be around \$581,658.00.

Columbia Gas is interested in replacing their lines and working in conjunction with the Township in this area. Although their 2016 Budget is already committed, they can begin work in early 2017.

Manager Oswalt noted that the Township Sewer Department has not televised this area and will begin gathering information in January of 2016.

C. Richards suggested completing these projects together to eliminate 2 bids advertisements and having the possibility of two different contractors working on these projects.

Chair Menges suggested for 2016 looking at completing the Carlisle Road to Grenway Road since this has been the most problematic area and complete the second phase after Columbia Gas and the Sewer Department has been in and completed their work, in 2017. This work can be completed back to back in two calendar years. Mr. Myers noted to allow time for the work to settle before paving the street. He noted that Columbia Gas's work may actually be more in the shoulder of the roadway.

M. Love inquired if the Township wanted to put the homeowner's and business out for 2 years with these projects. She suggested waiting until the end of 2016 and beginning of 2017 and pave in the end of 2017. Board members were in agreeance with Chair Menges and M. Love

Mr. Myers suggested putting these two projects out as one bid. This project for engineering and survey should take about 2-3 months. He suggested not to wait too long before contractors become too busy to be interested in taking on more work for the end of 2016 year.

Manager Oswalt will be contacting Shiloh Paving to advise them that their services will not be needed since the paving will not be completed on Emig Mill Road.

SOLICITOR'S REPORT by Attorney Charles Rausch

Authorization to Adopt Ordinance 2015-09 Repealing the Per Capita Tax – This has been advertised.

Motion by S. Parthree and seconded by S. Stefanowicz to adopt Ordinance 2015-09 repealing the Per Capita Tax, as presented. **Passed** with 4 ayes and **Opposed** by M. Love

The Season's Agreement – Attorney Rausch updated the Board that the Letter of Credit had been signed and the Township is in the process of cashing it.

MANAGER'S REPORT by Manager Laurel Oswalt

Approve Resolution 2015-29 Recognizing Monica Love for her Services as a Board of Supervisor Member –

Motion by C. Richards and seconded by S. Stefanowicz to approve resolution 2015-29 recognizing Monica Love for her services as a Board of Supervisor member, as presented.

Passed with 4 ayes and **Abstained** by M. Love

Approve Resolution 2015-30 Exonerating G.H. Harris Associates, Inc. of Uncollectable Per Capita Taxes from 2005 to 2010 –

Motion by C. Richards and seconded by S. Stefanowicz to approve resolution 2015-30 exonerating G.H. Harris Associates, Inc. of uncollectible Per Capita Taxes from 2005 to 2010, as presented. **Passed** with 5 ayes

Approve Resolution 2015-31 to Amend Construction Specifications – Stormwater specifications were added and ADA requirements were revised. It has been about 10 years since it was updated last. Mr. Myers noted that the minimum class on ductile iron pipe has been changed to 52 and new roads are required to be sealed if they sit for too long without a top coat. A total adoption is being completed instead of sections.

Motion by S. Stefanowicz and seconded by M. Love to adopt resolution 2015-31 amending the whole Construction Specifications, as presented. **Passed** with 5 ayes

Acceptance of Quote for Bridge Repair Work to Ecostruction at \$12,866.00 for Bridge #366 – Fox Run Bridge – This project is planned for 2015 out of Liquid Fuels money. This work has been recommended through the York County Bridge Maintenance Inspection Program. The project will involve replacing rip rap and removing sediment in the streambed.

Motion by M. Love and seconded by S. Stefanowicz to accept the quote for bridge repair work from Ecostruction for \$12,866.00 for bridge #366, at the Fox Run Bridge, as presented. **Passed** with 5 ayes

Acceptance of Quote for Bridge Repair Work to Clearview Construction at \$4,800.00 on Bridge #422 – Dairy Road – This project is also planned for 2016 out of Liquid Fuels money and recommended through the York County Bridge Maintenance Inspection Program. This project will consist of replacing rip rap on both sides of the streambank.

Motion by C. Richards and seconded by S. Parthree to accept the quote from bridge repair work from Clearview Construction for \$4,800.00 for bridge #442, at the Dairy Road Bridge, as presented. **Passed** with 5 ayes

Fireworks at the Snyder Farm – S. Stefanowicz questioned if there is anyway the Township can control the aftershock of the fireworks. Manager Oswald noted that the Township has the right to set conditions under which the fireworks can be operated, as long as they are fireworks that are allowed in the State of Pennsylvania. The Township would need to set rules and regulations that are reasonable. Manager Oswald noted that the fireworks at this location are set off on the backside of the property by the creek. M. Love suggested approaching the owners of the Snyder Farm about installing a pit to help with the percussion.

COMMENTS/NEW BUSINESS FROM BOARD OF SUPERVISORS

S. Stefanowicz noted that the Sewer Authority meeting will be held on Wednesday, December 16, 2015.

C. Richards attended Christmas in the Park and noted that it was well attended and the weather was great. He noted that the people enjoyed roasting marshmallow on the fire. 400 pounds of canned goods were donated to the Dover Food Bank.

M. Love thanked the Board and Township staff for all that she has learned over the last six years. She had a recommendation that at the re-organization meeting the emergency services and the ambulance club liaison should be made as one position. This might cut down on the issues between all departments.

Chair Menges wished M. Love well.

COMMENTS FROM THE PUBLIC PRESENT

No comments

With no further business, the meeting was adjourned at 8:15 PM and carried into an executive session on a personnel matter.

Respectfully submitted by: _____

Trena M. Hall, Township Secretary