

**DOVER TOWNSHIP  
BOARD OF SUPERVISORS MEETING  
Work Session Minutes  
January 25, 2010**

The Dover Township Board of Supervisors held a work session with the York County Library System Representatives on Monday, January 25, 2010, which began at 6:00 PM in the Meeting Room of the Dover Township Municipal Building. Dover Township Supervisors present were Chairman Curtis Kann, Madelyn Shermeyer, Michael Husson, Duane Hull, and Monica Love. Laurel Wilson, Township Manager; Kristal Narkiewicz, Recreation Director; Georgia Sprenkel, Zoning Officer; and Dawn Slegel, Recording Secretary were also present. The Library representatives present were Trish Calvani, Debbie Van de Castle, and Lora-Lynn Rice. There were 4 citizens present.

The purpose of this work session was to give the Library an opportunity to explain their proposed plans of the vacant District Justice Office space for the expansion of the Dover Area Community Library.

Craig Campbell of LSC Design presented the proposed renovations. He distributed paper copies of the plans to the Board. The first plan illustrated the demolition. He noted that almost everything will be removed from the DJ space except for the two existing restrooms. Their plans are to use the current library entrance as an emergency exit only. The new library entrance will be the entrance previous used by the District Justice Office. Hardware will be added to make the double doors open/close automatically. The floors will consist of areas of carpet and vinyl wood flooring. The service desk will be located off to the left after entering the library. A new area will be added as the program space which will also be shared with the Township for Yoga Classes. To the right of the entrance is the Adult Library. The majority of the library space is dedicated primarily to the children. There will be an area designated for technology which will consist of eight computer stations for public use and four computer stations for the children to use. There will be a more relaxed area for parents and children. Also, by request, there has been an area assigned as a quiet study room. To the right of the program space is a large storage area for the tables and chairs from the program space and for other storage purposes.

Chair Kann inquired about whether consideration was given to alter the glass corridor entrance which creates a greenhouse effect mainly in the summer.

Mr. Campbell replied that maybe it could be ventilated. He will examine the area indicated. He also reviewed the reflected ceiling plan noting that the ceilings will be refinished and the HVAC will remain as-is with some adjustments and the system will need to be rebalanced.

Supervisor Shermeyer questioned whether he knew the maximum number of people that the entire new library area can hold according to the Fire Code.

Mr. Campbell responded that since there are two exits from the library, this would not be a concern.

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Supervisor Shermeyer added that it is primarily based on the square footage. The Fire Marshal determines the maximum capacity of people.

Supervisor Husson inquired about the continued use of the extra room, *formerly* a Scout Room in the Community Building by the Library after the expansion.

Ms. Calvani replied affirmatively that this room is used by the Library for office and storage.

Supervisor Hull questioned his concept of leasing the aerobic storage area to the Tax Collector on the west end of the Community Building. The exercise equipment could be moved and stored in part of the library's new storage area.

Ms. Calvani asked the amount of space that would be needed.

Supervisor Hull answered an area of approximately 12 feet by 12 feet.

Ms. Narkiewicz added that she was going to request some of their storage space for the Yoga supplies.

Supervisor Hull suggested that this would be a way of recovering some revenue from the loss of the DJ rental income.

Supervisor Husson stated that 12 feet by 8 feet should be plenty of space for shelving, etc. He also suggested creating a wall to separate the library's area from the exercise supplies.

Ms. Narkiewicz agreed. She added that a door from the Library's side and from the hallway would make it more convenient for the different exercise classes to get to their supplies.

Supervisor Shermeyer stated that the hallway wall is a load bearing wall which would have to be engineered if the beam was cut to install a doorway.

Supervisor Husson questioned the Library's need of the entire storage area.

Ms. Calvani responded that they are willing to work with the Township. They were also considering the placement of an office for the Children's Librarian in this area.

Ms. Narkiewicz asked the Design Engineer several questions which included the room size, the type of flooring, and the responsibility to remove tables and chairs for Yoga in the Program Space.

Mr. Campbell stated that the program space is proposed to be 18 feet 4 inches by 25 feet 3 inches. The flooring used in that space will be carpet tiles.

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Ms. Calvani added that the Library Staff will responsible for moving the tables and chairs for the Yoga Classes.

Ms. Narkiewicz expressed her concern that this space is sizably smaller than the current location of the Yoga Classes and she may have to limit the number of class participants.

Ms. Calvani noted that this renovation is anticipated to cost around \$250,000. They have begun to establish a Capital Campaign Steering Committee. She asked the Board to consider extending the Library's lease to five years. They have all the elements of a successful capital campaign, a solid organization, a worthwhile project and committed volunteers. She said that they do not have a lot of time, they need to be in the renovated space by mid to the end of May.

Supervisor Shermeyer asked whether the funds were available that quickly to begin their renovations.

Ms. Calvani answered that they will have the money in time.

Supervisor Husson debated over whether extending the lease from three to five years would only prolong the inevitable to address their need for their own building.

Chair Kann agreed that there is nowhere else for them to branch out in the Community Building.

Supervisor Shermeyer noted that the Community Building is just that for the community as a whole to use.

Manager Wilson indicated that this Board should concentrate on extending the Library's lease to five years. This Board cannot decide what a future Board will do when this lease expires. She questioned whether the Library made any determination on reimbursement of a portion of the utility costs.

Ms. Calvani responded that she thought they could pay between \$5,000 and \$8,000.

Supervisor Husson was in agreement with the proposed plan stating that the community is in need of this type of renovation to the library facility. He would like to see cooperation in the sharing of the storage area. The Township should bear the total expense of the doorway and the wall separating the two areas.

Supervisor Hull agreed that with the cost of the renovation, he feels that the Township should be able to extend the Library's lease an additional two years for a total of five years.

Supervisor Shermeyer expressed that she did not have a problem extending the Library's lease contingent on the shared use of the storage area.

Ms. Sprenkel reported that three sets of engineered plans are required in order to cut a doorway into a load bearing wall.

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Chair Kann noted that he was more concerned about the effect to the fire rating.

Ms. Sprenkel stated that his issue would be addressed with the engineered plans.

Mr. Campbell reported that he could incorporate the storage area change into the Library's sets of plans.

Ms. Narkiewicz said that she would review the size of the area needed for all of the exercise equipment and provide those dimensions to the Library within the next week.

David Thomas, 3315 Colby Lane, questioned the capacity of the existing exercise supply room to house the Tax Collector, her employee, desks and all the other necessary office equipment and still have enough room for residents to pay their taxes.

Supervisor Hull replied that the Township would discuss this matter with her before they would spend any money to change things. He noted that the Township should at least receive some type of commitment from her first.

The work session was concluded at 6:43 PM.

Respectfully submitted by:

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Dawn D. Slegel, Secretary