

**DOVER TOWNSHIP
BOARD OF SUPERVISORS MEETING
WORK SESSION
APRIL 27, 2015**

The Dover Township Board of Supervisors work session meeting for April 27, 2015, was called to order at 6:00 PM by Chair Matthew Menges in the Meeting Room of the Dover Township Municipal Building. Supervisors present were Matthew Menges, Monica Love, Charles Richards, Stephen Stefanowicz, and Stephen Parthree. Other Township Representatives in attendance were Laurel Oswalt, Township Manager; Charles Farley, Township Public Works Director; and Trena Hall, Recording Secretary. There were 4 citizens in the audience. This meeting has been recorded for minute purposes only.

This work session was being held as a public presentation to provide required information for the Dover Township's MS4 Permit, NPDES Permit No. PAG133656.

Chuck Farley began this presentation by explaining that MS4 represents Municipal Separate Storm Sewer System. MS4 is part of a discharge elimination program that involves not only the Township but all residents, businesses, and developers in Dover Township. The Township currently is working with a General Permit which allows the discharge of stormwater to the surface waters of the Commonwealth. Dover Township is part of a large growth area and has adopted a Stormwater Management Ordinance which has been approved by DEP. By agreeing to this General Permit, the Township must implement and enforce to the maximum extent practical for the entire Township. This General Permit is through DEP, but the Federal Government also has enforcement over the Township. The Township's current permit began May 1, 2013 and will expire April 30, 2015. An Annual report is due to DEP by July 29, 2015.

Our General Permit allows the Township to discharge authorized stormwater to surface waters of the Commonwealth that are authorized and permitted. The following are authorized stormwater discharges that are supported in our ordinances: fire-fighting flows, de-chlorinated potable water and pool water, irrigation water, lawn watering, uncontaminated groundwater, and individual residential car washing.

Illicit (Unauthorized) Stormwater discharges consist of untreated sewage (graywater which is wash water, showers), oil spills, household cleaners, paints, debris near or in watercourses, industrial, commercial, or multiple residential car washes and illicit connections.

By being an MS4 municipality, Dover Township must educate employees, residents, businesses and developers on how to eliminate minor unauthorized discharges. Some suggestions to help educate are by: providing training to residents and Township staff through public meetings,

workshops, and seminars; have residents work with each other; have Township staff approach residents one-on-one about oil spills, draining pool water, preventing erosion and runoff, and disposal of debris along watercourse (dumping of grass clippings along waterbeds adds bacteria to the water).

Some key terms to help understand Stormwater Management are: **Best Management Practices (BMPs)** which include any activities intended to reduce pollution, prohibited practices, structural controls, design criteria, maintenance and management practices intended to prevent or reduce pollution. **Better Site Design (BSD)** which includes approaches to residential and commercial development to reduce impervious coverage, land conservation, and merge Stormwater Treatment Systems on-site. **Dry Weather** is when there is at least 48 hours following a Stormwater event. **Illicit Discharge** is any seepage or discharge not composed entirely of Stormwater like motor vehicle fluids, household hazardous waste, grass clippings, animal waste, etc. **Low Impact Development (LID)** is a set of design approaches and small-scale SWM practices such as: infiltration, evaporation, rainwater reuse, or other procedures to reduce pollution. **Maximum Extent Practical (MEP)** is technology-based discharge standards including: implementation of BMPs, system design and development methods intended to reduce the discharge of pollutants. **Minimum Control Measure (MCM)** is a term used to describe minimum steps, practices, and goals intended to achieve compliance. There are (6) MCMs that the Township must enforce. **Outfalls** are a point source where a MS4 discharges Stormwater to other surface waters of the Commonwealth. **Stormwater Management Program (SWMP)** is where the municipality establishes a comprehensive program which is approved by DEP to manage the quality of Stormwater discharge from the MS4 System incorporating the 6 MCMs and their BMPs listed on the Appendix A of the General MS4 permit. **Waters of the Commonwealth** include rivers, streams, creeks, impoundments, ditches, water courses, storm sewers, lakes, ponds, springs, channels of surface and underground water, even grassy swales.

Components of an MS4 permit include: Total Maximum Daily Load Plan (TMDL) which Dover Township does not need to have; Chesapeake Bay Pollution Reduction Plan (CBPR Plan), and the (6) MCMs described as follows: MCM No. 1 is Public Education and Outreach on Stormwater Impacts; MCM No. 2 is Public Involvement/Participation; MCM No. 3 is Illicit Discharge Detection and Elimination (IDD&E); MCM No. 4 is Construction Site Stormwater Runoff Control; MCM No. 5 is Post-Construction Stormwater Management (PCSM) in New and Re-Development Activities; and MCM No. 6 is Pollution Prevention/Good Housekeeping for Municipal Operations.

The CBPR Plan is required because the Township does discharge flows into the Chesapeake Bay. Calculations are not needed on the actual loadings into streams or waterways but the Township does need to evaluate and incorporate 9 TMDL control measures as follows: establish and protect riparian forest buffers, prohibit direct roof connections, tree planting, construct

recharge/infiltration facilities, Stormwater basin retrofits, restore stream banks, establish green infrastructure, develop and implement additional provisions to address TMDLs, and participate in an approved Trading and Offset Program.

Dover Township is a member of the York County Regional CBPR Plan which consists of 44 out of 72 York County municipalities. Manager Oswalt and Supervisor M. Love are involved with this committee. Each participating municipality contributes a certain amount of money to help pay for the projects that when completed will help control pollution of the waterways. Working together is also a cost savings for municipalities. Each municipality submitted project ideas with the understanding that working together on larger projects would make a greater impact on the region. Projects will be completed as a county, not individually. The current projects being considered for the 2014/2015 cycle are: Millcreek-Spring Garden Township Floodplain sediment project; Fishing Creek Project with Windsor Borough which is an entrenched stream that involves (3) municipalities Lower Windsor, Windsor Borough and Windsor Township, Jackson Township has a little creek/park project; the Broad Street York City project has a curb bump out project where they are putting parking on a diagonal down the street and putting bio-retention in between (like a small grass island) to catch more stormwater since there is not a lot of greenery; Manchester Township is converting a swale at their complex into a bio swale; York Township is doing a project on the Barshinger Creek; and in Codourus and Springfield Township there is a Glen Rock upstream extension project being looked at which is owned by the Codorus Creek Watershed Group. Most of these projects have been considered because they already had some level of funding through grants and their municipality. Projects should be selected this week.

Requirements for our CBPR Plan are as follows:

MCM#1 is the outreach of public education on stormwater impacts. The (4) BMPs are BMP #1 - Public Education and Outreach Programs is a written plan to present to the staff and community, BMP #2 - List of Target Audience Groups and how to contact, BMP #3 – Publishing and Website Requirements by giving notice on the Township website and providing brochures in the lobby, BMP #4 – Distribution of Stormwater Educational Material. Handouts and newsletters are provided on the website and in the lobby area of the Township Building.

MCM #2 is public involvement/participation. The (3) BMPs are BMP #1 – Written Public Involvement and Participation Program providing meetings for the public, BMP #2 - Adopting an Ordinance by providing a public notice and time for public comments, BMP #3 – Regularly Solicit Public Involvement and Participation by seeing articles or letters from residents and hearing local case studies on stormwater management.

MCM #3 is Illicit Discharge Detection and Elimination (IDD&E). The (6) BMPs are BMP #1 – Written Program for detection, elimination, and prevention of illicit discharges, BMP #2 – MS4

area map showing waters of the Commonwealth, BMP #3 – Map Storm Sewer Collection System, BMP #4 – Screening of Outfalls, BMP #5 – Enact Stormwater Management Ordinance, BMP #6 – Public Education Outreach to help look for illicit discharges.

MCM #4 is Construction Site Stormwater Runoff Control. York County Conservation District (YCCD) is the primary enforcer.

MCM #5 is Post-Construction Stormwater Management (PCSM) in New and Re-Development Activities. The Township also has a hand in assisting the YCCD by ensuring that BMPs are maintained and functioning properly. The Township must also enact ordinances consistent with the Low Impact Development (LID) Practices through subdivisions and land development projects. Some examples of LID are downspout disconnections, rainwater harvesting, rain gardens, bio-retention areas (swales), planter boxes, gardens, permeable pavements, green parking, green roofs, and land conservation. All facilities need to be properly inspected.

MCM #6 is Pollution Prevention/Good Housekeeping for Municipal Operations. The Township can practice good housekeeping by: repairing and working on streets, sweeping streets, cleaning inlets, responsible fueling and washing of vehicles, utility repairs, leaf collection and debris pickup and disposal, WWTPs, riparian buffers, catch basins, wet lands, infiltration structures, SW conveyances through open and closed pipes, and stormwater storage and treatment units. The Township needs to develop, implement and maintain an O&M Plan for all municipal operations and facilities that could contribute to the discharge of pollutants and provide training programs for employees and residents.

There were no questions asked by the public present or by the Supervisors.

With no further business, the work session was adjourned at 7:00 PM.

Respectfully submitted by:

Trena M. Hall, Township Secretary