

**DOVER TOWNSHIP
BOARD OF SUPERVISORS MEETING
WORK SESSION MINUTES
SEPTEMBER 12, 2016**

The Dover Township Board of Supervisors' Work Session for Monday, September 12, 2016, was called to order at 6:00 PM by Chairperson Matthew Menges in the Meeting Room of the Dover Township Municipal Building. Supervisors present were Matthew Menges, Charles Richards, Robert Stone and Stephen Parthree. Stephen Stefanowicz was absent with prior notice. Other Township Representatives in attendance were Laurel Oswalt, Township Manager; Michael Fleming, Township Public Works Director and Tiffany Strine, Recording Township Secretary. Don Smith from the Pennsylvania Emergency Management Association was present. There were three members of the public present. This meeting is being recorded for the purpose of minutes only.

This work session is being held for the purpose of holding an informational presentation for a new Pine Road grant available by Mr. Don Smith with the Pennsylvania Emergency Management Agency.

Mr. Smith is with the Pennsylvania Emergency Management Agency; Bureau of Recovery and Mitigation, Hazard Mitigation Division. Mr. Smith presented an educational overview on the Pennsylvania Emergency Management Agency; herein referred to as PEMA, and information and educational insight regarding grants available to the Township from PEMA.

Mr. Smith has previously worked with the Township during a prior grant and expressed gratitude towards the Township pertaining to how efficient the Township was in bringing the grant to completion. Mr. Smith presented the Board and the Township Manager with certificates of appreciation. These certificates recognized the dedication on behalf of Dover Township residents affected by flooding through participation with PEMA and the Federal Emergency Management Agency in the Hazard Mitigation Grant Program.

Mr. Smith explained the process in which PEMA and the Federal Emergency Management Agency; herein referred to as FEMA, offers and executes grant funding available. PEMA administers the mitigation grant programs for FEMA under the umbrella of Hazard Mitigation assistance for the Hazard Mitigation Grant Program. These types of grants are made available to states by FEMA after each federal disaster declaration. The goal of these types of grants are to apply cost-effective action that may be taken to eliminate or reduce the long term risk to life and property from natural and technological hazards. The Hazard Mitigation Grant Program is a federal disaster assistance program administered by PEMA to provide funding for specialized projects that reduce or eliminate disaster related losses to life and property.

Some of the prerequisites to obtain this particular grant funding are:

- 1.) The county must have an approved and adopted a hazard mitigation program.
- 2.) Municipalities must have participated and adopted the approved county plan.
- 3.) Project applicants must meet the FEMA, State and local municipal strategy criteria

- 4.) The requested project funding must have been identified as a mitigation activity in the county plan.

The Hazard Mitigation Grant available is a two-step grant application process used to distribute funding to eligible applicants. The entire process is voluntary to the Township residents. The first step involves a letter of submission of Interest/Pre-Application form. The second step is the submission of a detailed planning grant and project application for the Interest/Pre-Application forms that have been approved by PEMA for this grant. The applications are reviewed by PEMA and a special team and the applicants are then placed in a rank order for available funding and submitted to FEMA for final approval. At this point in time; the appraisals are complete and all property owners have been informed of the appraised value that would be offered under this program. Manager Oswalt has obtained all of the necessary figures and has sent a Letter of Intent to PEMA. Manager Oswalt has been issued the grant package and will continue with this process for all interested parties.

The Board of Supervisors, Manager Oswalt and Mr. Smith addressed questions and comments from the public present.

The work session was adjourned at 7:00PM.

Respectfully submitted by: _____

Tiffany Strine, Recording Secretary