

**DOVER TOWNSHIP
BOARD OF SUPERVISORS MEETING
June 27, 2011**

The Dover Township Board of Supervisors regular meeting for Monday, June 27, 2011 was called to order at 7:07 PM by Chairwoman Shermeyer in the Meeting Room of the Dover Township Municipal Building. Supervisors present were Chair Madelyn Shermeyer, Monica Love, Michael Husson, Duane Hull, and Curtis Kann. Other Township Representatives in attendance were Laurel Wilson, Township Manager; Atty. Charles Rausch, Township Solicitor; Terry Myers, Township Engineer; Karen Wilson, C. S. Davidson, Inc.; Georgia Sprenkel, Zoning Officer; Charles Farley, Public Works Director; and Dawn Slegel, Recording Secretary. There were 7 citizens seated in the audience. This meeting has been recorded for minute purposes only.

Chair Shermeyer announced that a work session was held this evening at 6:00 PM on the Strategic Plan Review and an executive session to discuss some personnel issues. She requested a moment of silence and remembrance for all those who stand in harm's way and their families, followed by the reciting of the Pledge of Allegiance.

APPROVAL OF MEETING MINUTES FOR MAY 23, 2011

Motion by M. Husson and second by M. Love to approve the meeting minutes for May 23, 2011 as presented. **Passed** with 4 ayes and 1 abstention by D. Hull.

TREASURER'S REPORT

Chair Shermeyer reported that the warrant total for June 3, 2011 was in the amount of \$350,368.44.

Supervisor Hull questioned the Stauffer of Kissel Hill invoice for a dead tree in memory.

Manager Wilson informed him that the dead tree was replaced in the park that was in memory of a loved one.

Motion by D. Hull and second by M. Love to approve the warrant total for June 3, 2011 in the amount of \$350,368.44. **Passed** with 5 ayes.

Chair Shermeyer reported that the warrant total for June 10, 2011 was in the amount of \$226,262.05.

Motion by C. Kann and second by M. Love to approve the warrant total for June 10, 2011 in the amount of \$226,262.05. **Passed** with 5 ayes.

Chair Shermeyer reported that the warrant total for June 27, 2011 was in the amount of \$213,496.24.

Motion by M. Love and second by M. Husson to approve the warrant total for June 27, 2011 in the amount of \$213,496.24.

Supervisor Hull inquired as to whether the Keystone invoice was a final payment.

Manager Wilson responded negatively explaining that there is approximately \$20,000 owed.

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Passed with 5 ayes.

PUBLIC COMMENT PERIOD

Listed on the Agenda

Jane Conover, York Counts - Update on Metro Police Study - She introduced herself as the Vice President of Community Investment of the York County Community Foundation and the new leader of the York Counts Initiative. She reported that grants are available for stormwater projects and energy conservation. Steve Hovis is chairing the Regional Public Safety Study. She requested that Dover Township consider replacing Shane Patterson on that committee. DCED funding was received in April to support the project. The Police Executive Research Forum has begun interviewing Townships/Police Chiefs and collecting data to optimize the delivery of better police services and cost savings. A preliminary report is anticipated by the end of July or early August.

Supervisor Love stated that she has volunteered to assist with the committee in filling that liaison position on the Regional Public Safety Study Committee.

Manager Wilson reported that the research team met with Chair Shermeyer and herself in early June.

Chair Shermeyer thanked Ms. Conover for her update and presentation to the Board.

Brad Hengst, Township SEO - Martin L. Green Planning Module and Agreement for Small Flows Treatment Facility - Mr. Hengst reported that the property is located at 1220 Butter Road. This property has a malfunctioning septic system. Soil testing by Mr. Hengst and a soils scientist resulted in no alternate locations for a new septic system. They will be building a small flow treatment facility which will discharge into the small stream that crosses the property. The permit will be granted by DEP because it is similar to a small treatment plant. A planning module by resolution must be approved by the Board and a maintenance agreement must be recorded along with their deed.

Motion by D. Hull and second by M. Love to approve the planning module and maintenance agreement for 1220 Butter Road. **Passed** with 4 ayes and 1 nay with opposition by M. Husson.

Motion by M. Love and second by D. Hull to approve Resolution 2011-18 the planning module for Martin L. Green of 1220 Butter Road. **Passed** with 4 ayes and 1 nay with opposition by M. Husson.

Bob Greiner, 1724 Condor Lane - Glen Hollow Development - Mr. Greiner was not present at this time.

There wasn't any further comments from the public at this time.

ZONING OFFICER'S REPORT by Georgia Sprenkel

PL11-2 Esther D. Flohr Final 3-Lot Subdivision Plan - Lee Faircloth of Gordon L. Brown Associates presented the final three lot subdivision plan for the Esther D. Flohr Estate. Mary Chronister and Tim Flohr were also present. This plan proposes a three lot subdivision of a 75 acre farm located along Old Carlisle, Carlisle, and Blackberry Roads. The natural boundaries are

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subdivided by the roads with the house located on Lot No. 1 of 21 acres on Old Carlisle Road and the two other parcels consist of 40 and 12 acres respectively. There are no proposals for any land development at this time.

Motion by M. Love and second by M. Husson to grant three waivers: 1. §501.2.R. Contours at two foot intervals; 2. §704.A Cartway and right-of-way improvements of Carlisle Road, Sky Top Trail, and Old Carlisle Road; §501.2.O Show all existing wells and septic systems on the adjacent properties within 400 feet. **Passed** with 5 ayes.

Motion by M. Love and second by M. Husson to approve the Esther D. Flohr Final 3-Lot Subdivision Plan contingent on the completion of the following outstanding items: 1. GIS disk; 3. Required waivers and approval dates shall be listed on the Cover Page; 5. PA DEP Planning Code Number should be referenced on the plan; 6. Revised Note Reference from Note 28 to Note 27. **Passed** with 5 ayes.

PL08-1 Providence Place Lot Line Revision - Gov. Leader was present to present this revision to the lot line for Providence Place located at 3377 Fox Run Road which is to be refinanced through HUD. A building was located right in the center of the lot line. The area of Lot No. 1 is being increased and the area of Lot No. 2 is being decreased. The current plan has also never been recorded.

Motion by C. Kann and second by D. Hull to approve the lot line revision for Providence Place. **Passed** with 5 ayes.

Chair Shermeyer gave Bob Greiner the opportunity to speak to the Board.

Mr. Greiner commented on the way that the condominiums were established in the Glen Hollow Development. Each duplex is their own condominium. The condo owners are having problems selling and refinancing their homes. Mr. Greiner purchased 1724 Condor Lane at an auction. Due to the tough economic times, banks are not willing to finance these condos.

Ms. Sprenkel agreed with Mr. Greiner's comments.

Mr. Myers questioned whether the Board would consider shortcutting the subdivision process by requesting waivers for multitudes of the subdivision requirements in order to straighten the legal issues using the old subdivision plan to basically just create two separate lots.

Atty. Rausch responded affirmatively as long as it is under the Subdivision and Land Development Ordinance. If there would regulations under the Zoning Ordinance, it would have to be handled by the Zoning Hearing Board.

Mr. Myers was uncertain how the lots and buildings were established by the developer, Barry Rauhauser. Both condo owners would need to consent. The lot would need to be transferred into two separate lots owned by each separate condo owner.

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Supervisor Love suggested that all of the condo neighbors be notified by postcards. They should hire one surveyor and split the cost for everyone who is interested in subdividing their lots.

Mr. Greiner stated that he plans to move forward with this process.

ENGINEER'S REPORT by Terry Myers

Award of George Street Culvert Replacements Contract - Mr. Myers reported that bids were opened this morning on the George Street Project. The bid tabulation is attached to the minutes. There were three bidders that participated which included: Fitz & Smith, Inc., Twin Peaks Enterprises, Inc., and H & H General Excavating, Inc. The project came in with the low bid approximately \$20,000 over the projected budgeted amount. Mr. Myers noted that this leaves two options. Option 1 would be to check with York County Planning Commission to see if they would have an extra \$20,000 in grant funding to support the project. Option 2 would be to downsize the project by only replacing one culvert which would be the stone arch that appears to be badly deteriorated. The revised project would have to be renegotiated with the contractor. The current bids are valid for sixty days. Mr. Myers will ask if there is additional money available from the County. Then, he will also check with the contractor about reducing the scope of the work.

Board Consensus was to have the Township Engineer check with the County on acquiring additional funding and/or check with the contractor on reducing the scope of work to replace only one culvert for the George Street Project.

Question for the Engineer

Supervisor Love inquired as to whether the Carousel Building reconstruction was on track.

Mr. Myers stated that they are behind schedule. He will have the construction schedule updated for the Board.

SOLICITOR'S REPORT by Atty. Charles Rausch

Approval of Executed Deed of Easements by Members First for the Traffic Signal/Equipment and Handicap Ramp on Turkey Hill Property - Motion by M. Love and second by D. Hull to approve the easement by Members First for the traffic signal, etc. on the Turkey Hill property. **Passed** with 5 ayes.

Blighted Properties - Atty. Rausch thought that the means existed for sufficient enforcement under the Property Maintenance Code. The blighted properties ordinance enforcement appears to be rather cumbersome. The Township's best tool is to focus on the Property Maintenance Code for most property maintenance issues.

MANAGER'S REPORT by Laurel A. Wilson

Ordinance 2011-07 - Guaranteeing Dover Township Volunteer Fire Department Guaranteed Note, Series 2011 and Associated Documents on Behalf of Township; Authorizing Certain applications to PA DCED; and Other Necessary Action - Motion by M. Love and second by C.

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Kann to adopt Ordinance 2011-07 guaranteeing the loan for the Dover Township Volunteer Fire Department's rescue truck. **Passed** with 5 ayes.

Resolution 2011-15 - Authorizing Township Manager to Execute and Deliver Documents Relating to the Purchase of 50.685 Acres at 2531 Municipal Road - Manager Wilson reported that settlement is scheduled for Thursday, July 28th at 2 PM in Atty. Rausch's Office.

Motion by D. Hull and second by M. Husson to approve Resolution 2011-15 authorizing the Township Manager to execute and deliver the settlement documents for 2531 Municipal Road. **Passed** with 5 ayes.

Resolution 2011-16 - To Amend the Dover Township 457 Deferred Compensation Plan Pursuant to the Small Business Jobs Act of 2010 in Order to Institute a Roth Component to the Plan - Manager Wilson reported that this resolution will allow the Township employees the opportunity to pay the taxes now on their 457 Plan rather than having to pay them at the time of their retirement.

Motion by C. Kann and second by D. Hull to approve Resolution 2011-16 amending the Dover Township 457 Deferred Compensation Plan pursuant to the Small Business Jobs Act of 2010 instituting a Roth Component to the Plan. **Passed** with 5 ayes.

Resolution 2011-17 - Disposition of Municipal Records - **Motion** by M. Husson and second by M. Love to approve Resolution 2011-17 to dispose of Municipal Records. **Passed** with 5 ayes.

Approval of Contract By and Between the County of York and Dover Township for the George Street Storm Water Improvements Community Development Block Grant - Manager Wilson reported that this contract should be tabled until the Board decides on the project scope for George Street. **Motion** by C. Kann and second by M. Husson to table the approval of the contract by and between the County of York and Dover Township for the George Street Storm Water Improvements CDBG. **Passed** with 5 ayes.

Authorization of Hazard Mitigation Grant Plan Agreement to Participate in Planning Process - **Motion** by M. Love and second by C. Kann to authorize the participation of Dover Township in the York County Hazard Mitigation Grant Plan. **Passed** with 5 ayes.

Acceptance of Offer for Repository Property at 3910 Craig Avenue - Manager Wilson requested that the Board accept the offer of \$200 for the property at 3910 Craig Avenue in order to get this property back on the tax records.

Motion by C. Kann and second by M. Love to accept the offer for the repository property at 3910 Craig Avenue. **Passed** with 5 ayes.

Request for Proposal for Auditing Services - Manager Wilson inquired whether the Board would like to perform an RFP for auditing services. The Township has been with Maher Duessel for six audits. The contract is about to expire.

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Board Consensus was to have the Township Manager prepare an RFP for auditing services.

Request for Executive Session - Manager Wilson requested an executive session to discuss contract issues relating to the Teamsters Contract.

OLD BUSINESS

The draft Parade & Assembly Ordinance work session has been scheduled for July 25th at 6 PM.

COMMENTS/NEW BUSINESS FROM THE BOARD OF SUPERVISORS

Supervisor Hull recommended that the leftover road asphalt be used to patch the entrance at Brookside Park.

Supervisor Husson reported that he will be on vacation from July 3 to 10.

Supervisor Love asked that the Board to consider a *bi non*-partisan attorney to create a multi-governmental garbage contract. York Township is being sued because of the totter service. Dover Township may be in the same situation when their garbage contract expires next year.

Chair Shermeyer announced that the painting of the bathrooms at the Community Park has been completed. She suggested that the Park Crew obtain training on weeding and removal of tree suckers. She commented that better maintenance of the Community Park needs to transpire and additional employees should be licensed to spray for weeds.

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

Chair Shermeyer adjourned the meeting at 9:10 PM into an Executive Session regarding the Teamsters Contract.

Respectfully submitted by:

Dawn D. Slegel, Township Secretary