DOVER TOWNSHIP
BOARD OF SUPERVISORS MEETING
August 22, 2011

The Dover Township Board of Supervisors regular meeting for Monday, August 22, 2011 was called to order at 7:00 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 9 citizens and 1 reporter seated in the audience. This meeting has been recorded for minute purposes only.

Chair Shermeyer announced that a executive session was held this evening at 6:00 PM on personnel /union negotiations. 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 WORK SESSION MINUTES FOR JULY 25, 2011
Motion by C. Kann and second by M. Love to approve the work session minutes for July 25, 2011 as presented. Passed with 5 ayes.

APPROVAL OF MEETING MINUTES FOR JULY 25, 2011
Motion by C. Kann and second by M. Husson to approve the meeting minutes for July 25, 2011 as presented. Passed with 5 ayes.

TREASURER'S REPORT
Chair Shermeyer reported that the warrant total for August 8, 2011 was in the amount of $278,348.82.

Motion by C. Kann and second by M. Love to approve the warrant total for August 8, 2011 in the amount of $278,348.82. Passed with 5 ayes.

Chair Shermeyer reported that the warrant total for August 22, 2011 was in the amount of $369,791.35.

Motion by M. Love and second by M. Husson to approve the warrant total for August 22, 2011 in the amount of $369,791.35. Passed with 5 ayes.

PUBLIC COMMENT PERIOD
Listed on the Agenda
Jeffrey Ness, 2086 Dorwood Drive - Stormwater Runoff Issues with Weigelstown Elementary School, Temporary Classroom Trailers, and Road Access Paving - Mr. Ness addressed concerns regarding water runoff from the rear of the Weigelstown Elementary School. With the construction completed, his water situation has not gotten any better. He has been getting water in his basement. The grading at the school has changed in that the collection basin has been eliminated and runs on to his property. Spoutings from the school’s roof is being directed on to the pervious basketball
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court pavement and indirectly is continuing to run on to his property. Three mobile classrooms placed to the rear of the school have no rain spouts and dump even more water on to his property.

Mr. Myers reported that the water from that area cannot be directed to the retention ponds.

Mr. Ness stated that recently more blacktop was placed around the side of the school to make a walkway creating additional runoff.

Supervisor Kann recommended that Mr. Ness discuss this matter with the School Board providing them with the opportunity to correct their situation.

Supervisor Hull stated that the School District is no different than a property owner. The Township would deal with the property owner who is forcing water onto a neighboring property.

Mr. Farley suggested that he could start by meeting with Mr. Nelson of the School District and the Dorwood Drive neighbors. He noted that there are best management practices that are not being fully utilized.

The Board agreed that Mr. Farley should schedule a meeting with the school and the neighbors.

Mr. Ness reported that kids are playing on the roofs of the temporary classrooms and have also kicked out the skirting from underneath.

Chair Shermeyer informed Mr. Farley to check on the status of the temporary classrooms.

Ken Firestone, 3133 Cardinal Lane, Pump Discharge onto Roadway - Mr. Firestone explained that he was present with his wife, Dolores Hendricks, to determine a resolution to a neighbor dispute about his pump which pumps water away from his house foundation along the road right-of-way. The submersible pump is in a four foot wide hole and is eight feet deep. This procedure has been used since the house’s construction in 1975. The water runs along the curb line and past the second neighbor’s driveway into a storm drain which creates an icing condition. Mr. Farley has fielded complaints from this neighbor. It was suggested that Mr. Firestone dig a 100 foot ditch to discharge the water through a pipe to the rear of his property and into a water easement. The same neighbor has similar issues with the water easement which Mr. Firestone would be contributing to. Mr. Firestone is willing to divert the water to the rear of his property but he wanted the consent of the Board that this additional water flow in the easement would not upset the three affected neighbors. He notified them of the meeting this evening and none were present. The pump usually disperses from twenty-five to thirty gallons during a hard rain. He mentioned that the water continues to the sidewalk at Blue Jay Drive where it freezes up until March which draws other complaints.

Chair Shermeyer told Mr. Firestone to keep the Board informed on the situation.

The Board did not provide direction to the property on how he should proceed.

There wasn’t any further comments from the public at this time.
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Not Listed on the Agenda
Paul Neiman, Butter Road - Mr. Neiman inquired about the 68 South Main Street property in Dover Borough purchased by Dover Township.

Chair Shermeyer responded that the rear portion of 68 South Main Street was owned by the Mid-Atlantic Golf Course which was recently purchased by the Township.

Mr. Neiman added that the money should have been used to clean up the junkyard. He commented that he still has lead in his well.

Chair Shermeyer stated that the Township has been working on that issue.

Ms. Sprenkel reported that the property owner has been put on notice and has until the end of October to clean up or he will be fined $1,000 per day.

There were no further comments from the public present.

ZONING OFFICER’S REPORT by Georgia Sprenkel
PL11-03 Carl Wilt Estate 2-Lot Final Subdivision - David Hoffman was present to represent the two lot final subdivision plan for the Carl Wilt Estate. He stated that Dennis Wilt, Executor of the Carl Wilt Estate, is proposing to relocate the lot lines between the two properties and add Lot No. 2 of 1.25 acres on to his existing lands. Both properties have existing private wells and public sewer. No construction is being proposed.

Motion by C. Kann and second by M. Love to grant waiver of §501.2.O for existing wells and septic systems should to be added to the plan. Passed with 5 ayes.

Motion by D. Hull and second by M. Love to grant waiver of §704.b for Bull Road of required 80 foot right-of-way and required cartway of 40 feet with an 8 foot shoulder and curb and sidewalk required. Passed with 4 ayes.

Motion by C. Kann and second by M. Love to approve the Carl Wilt Estate 2-Lot Final Subdivision Plan contingent on the completion of the following outstanding items: 1. GIS disk; and 2. Owner’s notarized signature added to the plan. Passed with 5 ayes.

PL08-10 Providence Place Lot line Revision Reapproval - Ms. Sprenkel indicated that the York County Planning Commission did not review the plan before the Board’s approval.

Motion by M. Love and second by C. Kann to reapprove the Providence Place Lot Line Revision. Passed with 5 ayes.

PL09-8 Runkle Subdivision Plan Reapproval - Motion by D. Hull and second by M. Love to reapprove the Runkle Subdivision Plan. Passed with 5 ayes.
ENGINEER’S REPORT by Terry Myers

Approval of Application for Payment No. 2 in the Amount of $15,984.00 to Poole Construction for Carousel Building Reconstruction - Mr. Myers reported that the total amount of work completed to date is $66,015.00 less $43,429.50 previously paid with a 10% retainage leaving a balance of $15,984.00.

Supervisor Hull inquired as to the update on the steel arrival.

Mr. Myers replied that construction of the steel building should begin next Monday and should be assembled quickly. The project is to be completed by October 16, 2011.

Motion by D. Hull and second by M. Husson to approve Application for Payment No. 2 in the amount of $15,984.00 to Poole Construction for the Carousel Building reconstruction. Passed with 5 ayes.

Carousel Window Update - Mr. Myers provided a sample of the windows previously discussed for the Carousel Building. The sample shows the mullions inside the panes. He reported that the credit to the Township for the windows will be approximately $3,000.

Board Consensus was to accept this window design for the Carousel Building windows.

Facilities Master Plan - Mr. Myers reported that they have begun preparing the allocations of the various departments in the municipal building, the golf course buildings, and the community building. The next step will be to discuss future needs with the various departments. A final plan is expected to be brought before the Board by the end of October or mid November.

Poplars Road Scratch Course - Mr. Myers reported that the Board agreed to utilizing the surplus funds from the Hilton Avenue Water Improvement Project for the placement of a scratch course on Poplars Road. The actual cost was approximately $16,000. He prepared a change order to add the work on Poplars Road to the contract for Stewart & Tate which was 270 tons at $8.07 per ton (contract price) establishing a net increase of $2,178.90. To alleviate any confusion, liquid fuels funds will not be utilized on the Poplars Road scratch course placement.

Motion by D. Hull and second by C. Kann to approve Contract Change Order No. 1 to Stewart & Tate in the amount of $2,178.90 for the Poplars Road scratch course placement. Passed with 5 ayes.

SOLICITOR’S REPORT by Atty. Charles Rausch

Liquor Control Board Application Process Review - Atty. Rausch explained that the quota of liquor licenses for Dover Township is one liquor license per 3,000 inhabitants. According to the recent census, which denotes Dover Township at a population of +/- 21,000 and equates to 7 liquor licenses resulting in the 7th license requiring a public hearing by the Township.
Chair Shermeyer suggested that the Board have a procedure in place for when this situation would arise.

Manager Wilson stated that she has provided the Board with the documents of Springettsbury Township’s LCB licensing transfer procedure including their resolution, advertisement, public hearing fee, and application. She recommended that the Board review the documents and provide any comments to her.

**MANAGER’S REPORT by Laurel Wilson**

**Ordinance 2011-08 Parade & Public Assembly Ordinance - Motion** by M. Love and second by D. Hull to adopt Ordinance 2011-08 providing for the licensing and regulation of parades and public assemblies. Passed with 4 ayes and 1 nay with opposition by C. Kann.

**Ordinance 2011-09 Amending Ordinance dated July 27, 2011 Increasing the Indebtedness of Dover Township by Issue of a General Obligation Note for $150,000** - Manager Wilson explained that there was an issue with the original ordinance in which DCED asked for an amendment to the ordinance changing the lease rental agreement to a guarantee. The ordinance has to be filed with DCED designating the Township’s debt incurrence.

Supervisor Husson corrected the amount in the first paragraph which should be $150,000.00.

**Motion** by M. Love and second by M. Husson to adopt Ordinance 2011-09 amending the ordinance dated June 27, 2011 increasing the indebtedness of Dover Township by the issue of a general obligation note in the amount of $150,000.00 contingent on the corrected amount in the first paragraph. Passed 5 ayes.

**Resolution 2011-19 2011 Road Adoptions** - Supervisor Hull recommended that this resolution be tabled because final paving has not been completed and water valve boxes need to be repaired.

Mr. Myers added that the final paving will begin tomorrow.

Chair Shermeyer stated that the Liquid Fuels’ cut-off date for the funding of new streets is September 1st.

Mr. Myers questioned whether the Board would consider this resolution at their next meeting if the street have been completed.

Atty. Rausch advised that the developer could reimburse the Township if he wants his streets adopted before the winter season and after the Liquid Fuels’ deadline.

Mr. Myers reported that he spoke to the local PennDOT Municipal Services who stated that the cut-off is September 1st to guarantee that the streets get added. If the newly adopted streets are filed after that date, they could possibly be added depending on their schedule.

**Motion** by M. Love and second by D. Hull to table Resolution 2011-19. Passed with 5 ayes.
Mr. Myers clarified that the Board would consider this resolution at their next meeting if all of the streets are satisfactorily completed and if the developer pays upfront costs for the liquid fuels funds lost in 2012. He asked that the Manager research the liquid fuels cost which is based on road mileage and population.

**Resolution 2011-20 Designate Chairperson or Township Manager to Sign PennDOT Highway Condition Statement for Application #275724 - Motion** by D. Hull and second by M. Love to designate the Chairperson or the Township Manager to sign the PennDOT Highway Condition Statement for Application No. 275724. **Passed** with 5 ayes.

**Resolution 2011-21 Revised Fee Resolution to Add $40.00 Non-Refundable License Fee for the Parade or Public Assembly Application** - Manager Wilson reported that she also had a request from the Recreation Director to increase the rental free on the Carousel Building since it will have a larger seating capacity than the old building and includes the new addition of a kitchen facility. The Recreation Director recommended the Carousel Building rental fee be increased to $200.

**Motion** by D. Hull and second by M. Love to increase the Carousel Building rental fee to $200.

Motion and second were withdrawn.

**Motion** by M. Husson and second by D. Hull to approve the $40.00 license fee for the parade or public assembly application. **Passed** with 4 ayes and 1 nay with opposition by C. Kann.

**Motion** by D. Hull and second by M. Love to increase the Carousel Building rental fee to $200. **Passed** with 3 ayes and 2 nays with opposition by M. Shermeyer and M. Husson.

**Motion** by D. Hull and second by M. Love to approve Resolution 2011-21 Revised Fee Resolution with the two approved changes noted. **Denied** with 2 ayes and 3 nays with opposition by M. Shermeyer, M. Husson, and C. Kann.

Manager Wilson stated that she must have a fee established and approved in order to institute any potential parade and public assembly applications.

**Motion** by M. Love and second by D. Hull to approve Resolution 2011-21 without the Carousel Building rental fee increase. **Passed** with 4 ayes and 1 nay with opposition by C. Kann.

**Motion** by C. Kann and second by M. Love to approve Resolution 2011-23 increasing the Carousel Building rental fee to $200. **Passed** with 3 ayes and 2 nays with opposition by M. Shermeyer and M. Husson.

Set Trick-or-Treat Night for Monday, October 31, 2011 from 6-8 PM - Motion by C. Kann and second by D. Hull to set Trick-or-Treat Night for Monday, October 31, 2011 from 6 to 8 PM. Passed with 5 ayes.

Acknowledgment of Trena Hall's Six Month Probationary Period Expiration - The Board acknowledged Trena Hall as a full time employee with Dover Township.

Union Contract Extension - Manager Wilson reported that it has been requested that the Union Contract be extended until October 31, 2011.

Motion by C. Kann and second by M. Husson to extend the Union Contract until October 31, 2011. Passed with 4 ayes and 1 abstention by D. Hull.

West Nile Spraying Press Release - Manager Wilson reported that a press release was received on the West Nile spraying in Dover Township which has been scheduled for Wednesday evening.

OLD BUSINESS
Mowing Contract - Supervisor Hull expressed his displeasure with the lawn condition of the wellhouses. He recommended that the Board pursue legal action. He wanted a policy that work does not get paid by the Township before the actual work is completed to the Township's satisfaction.

COMMENTS/NEW BUSINESS FROM THE BOARD OF SUPERVISORS
Chair Shermeyer requested that the Board consider holding only their second meeting of the month because of the lull in subdivision and land development plans. The Township Manager will have the discretion to cancel the meeting by posting the Municipal Building door if there is no pertinent business.

Supervisor Kann noted that due to his work schedule, he will not be able to attend the two meetings in September.

Supervisor Husson questioned the approval of the checks during the delayed time span.

Manager Wilson responded that the checks are still mailed as usual.

Supervisor Hull requested a copy of the check warrant before the checks are actually sent if the regular meeting is cancelled.
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**Board Consensus** was to hold only one meeting per month on the fourth Monday of the month for the remainder of the year pending the Township Manager’s discretion on whether there was sufficient Township business to conduct the first meeting on the second Monday of the month.

Supervisor Husson requested that the Township staff check the manhole covers on South Salem Church Road between Davidsburg and Canal Roads.

Chair Shermeyer added that some additional manhole covers that should also be checked on Admire Road between Davidsburg to South Salem Church Roads.

Supervisor Husson reported an issue with the brush collection site of a vehicle dropping off brush that came from outside the Township. This collection site is strictly for the benefit of the Township and Borough residents. The facility crew leader is aware of this particular issue and may eventually be able to press charges.

Supervisor Hull questioned the demolition progress on the sight issue at the intersection of Canal Road and Cardinal Lane.

Supervisor Hull reported on the disrespect to others when employee play or text on their cell phones during any type of meetings held within the Township Building, other than the BOS Meetings. He recommended that cell phones be turned off during all meetings.

Supervisor Hull noted concern with the newly paved surfacing on Hilton Avenue and the disbursement of stones onto the new roadway from unpaved driveways.

Manager Wilson informed him that the provision to pave the first 25 feet of a driveway appears in the Subdivision and Land Development Ordinances and only applies to new subdivisions.

Supervisor Hull commented that he recently visited some beautiful parks within York County and he hoped that Dover Township could duplicate some of their features in the Township’s parks.

Chair Shermeyer alerted the public to the latest phone scam and fraud tactics. The caller notifies the people that they have won an absorbent amount of money or some various other temptations such as a job offer, a new car, etc. In order to receive the money, they have to get a “green dot card” put money on it by applying certain numbers (which is the scammer’s Visa card numbers) onto the card. The green dot card is a reloadable Visa card. The scammer receives this money and BINGO, the scam is complete and the person has lost that money. A Dover Township pharmacy has had eighteen elderly people request green dot cards over the past few weeks. Last Thursday, the Greater Dover Area Historical Society held a presentation on Scams and Fraud through the General Attorney’s Office. She will supply the pamphlets and literature to the Township for public awareness.

**COMMENTS FROM THE PUBLIC PRESENT**
Fire Chief David Faust requested that the Township Solicitor review the Mutual Aid Agreement and prepare an updated addendum. He also asked the Board to approve changes to the emergency management service boxes recommended by Peggy Durnin of the Dover Area Ambulance. He
indicated that these changes do not affect the Dover Ambulance who are the first respondents to all calls in the Township. It does amend the call box configuration for ambulances/MICU responding second, third, etc.

**Motion** by M. Love and second by M. Love to approve the revisions to the EMS call boxes. **Passed** with 5 ayes.

Chief Faust reported that the burn ban for Dover Township expired today with no extension was required due to the recent sufficient rainfall. He noted that he will be meeting tomorrow with Bill James, who is the new municipal planner for York County to make updates and corrections to the outdated Emergency Operations Plan. He will also be meeting with Phillip Mitena, who is with ISO. He anticipates that the 1996 Township’s ISO overall rating of 4.9 will improve.

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

Chair Shermeyer adjourned the meeting at 9:08 PM.

Respectfully submitted by: _____________________________________

Dawn D. Slegel, Township Secretary