

**DOVER TOWNSHIP
BOARD OF SUPERVISORS MEETING
MINUTES
FEBRUARY 26, 2018**

The Dover Township Board of Supervisors' Meeting for Monday, February 26, 2018, was called to order at 7:00 PM by Chairperson Stephen Stefanowicz in the Meeting Room of the Dover Township Municipal Building. Supervisors present were Michael Cashman, Stephen Parthree and Charles Richards. Robert Stone was absent with prior notice. Other Township Representatives in attendance were Charles Rausch; Township Solicitor, Laurel Oswald, Township Manager; Michael Fleming, Township Public Works Director, Terry Myers, Township Engineer and Tiffany Strine, Township Secretary. There were fourteen citizens present. This meeting is being recorded for the purpose of minutes only.

A moment of silence was requested, followed by the reciting of the Pledge of Allegiance to the American Flag.

CHAIRMAN STEFANOWICZ ANNOUNCED THAT A BOARD OF SUPERVISORS EXECUTIVE SESSION WAS HELD PRIOR TO THIS EVENINGS REGULARLY SCHEDULED BOARD OF SUPERVISORS MEETING TO DISCUSS TOWNSHIP PERSONNEL MATTERS

APPROVAL OF THE BOARD OF SUPERVISORS' WORK SESSION MEETING MINUTES FOR FEBRUARY 12, 2018

Motion by S. Parthree and seconded by M. Cashman to approve the Board of Supervisors' Work Session Meeting Minutes for February 12, 2018, as presented. **Passed** with 4 ayes

APPROVAL OF THE BOARD OF SUPERVISORS' MEETING MINUTES FOR FEBRUARY 12, 2018

Motion by C. Richards and seconded by M. Cashman to approve the Board of Supervisors' Meeting Minutes for February 12, 2018, as presented. **Passed** with 4 ayes

TREASURER'S REPORT

Approval of Current Expenditures

Motion by S. Parthree and seconded by C. Richards to approve the warrant total for February 26, 2018, in the amount of \$296,470.27 as presented. **Passed** with 4 ayes

INFORMATION ON EVENTS AND LOCAL ANNOUNCEMENTS

Manager Oswald – Manager Oswald announced the next Township hosted event will be held at the end of March. A Flashlight Egg Hunt will be held Friday, March 30th, 2018 at 7:00 p.m. at Brookside Park. This egg hunt will be held for ages 10-18 only. A regular Easter Egg Hunt on

Saturday, March 31st, 2018 beginning at 10:00 a.m. at Lehr Park. This hunt will be held in a series of time slots for ages 0 thru nine. A special needs egg hunt will be held at 11:30 a.m.

S. Stefanowicz – S. Stefanowicz informed the public that the Dover Area High School will be performing their main High School Musical on March 2nd, 3rd and 4th, 2018. This year's musical is Beauty and the Beast.

PUBLIC COMMENT

Mr. Luther Strine – 1431 Rohler's Church Road

Mr. Strine is a resident residing at 1431 Rohler's Church Road. Mr. Strine stated that his daughter was involved in a motor vehicle accident at the intersection of Route 74 and Conewago Road. Mr. Strine stated that immediately following the accident that his daughter was involved in, a second accident occurred in the same location. Mr. Strine would like to suggest to the Board of Supervisors to have some means put in place for speed reduction.

Manager Oswald stated that she had spoken with Mr. Strine regarding this incident and informed Mr. Strine that Board action may be needed to move further. Manager Oswald added that in order to consider a traffic light signal or form of speed reduction, a traffic study would need to be performed. The currently installed flashing light was installed because a full functioning traffic light was not deemed adequate with the traffic studies completed at that time.

The area in question involves a PENNDOT roadway.

Motion by C. Richards and seconded by M. Cashman to contact PENNDOT to inquire on options for having a traffic study performed in the location of Route 74 and Conewago Road, as well as discuss possible options for making this intersection safer, as presented. **Passed** with 4 ayes

Ms. Jan Snyder – 2823 Grandview Avenue

Ms. Snyder stated that she would like to have the York County Northern Regional Police honored for their excellent police work and for keeping the eight communities that they cover, safe. Ms. Snyder added that they help to protect the area against crime, weather conditions and various daily occurrences. Ms. Snyder stated that she would like to have the Board of Supervisors contact the other seven areas of service, covered by the York County Northern Regional Police, for their participation as well. Ms. Snyder added that she would like to see a form of recognition completed during the month of May.

Mrs. Carol Beaverson – 3882 Pond Drive, York, PA

Mrs. Beaverson currently resides at 3882 Pond Drive, York, Pennsylvania. Mrs. Beaverson stated that her and her husband are currently having a home built within the Dover Township Community. Mrs. Beaverson stated that she feels the fees charged for a building permit and stormwater management practices are too high in cost.

Attorney Rausch informed Mrs. Beaverson that many of the impended stormwater fee charges are handed down from state government to local government to be administered.

ZONING OFFICER'S REPORT by Township Zoning Officer Georgia Sprenkle

Reapprove Plan 17-4 Richard Bray – 1740 Rohlers Church Road – 2 Lot Subdivision

Ms. Sprenkle stated that she is asking for Board reapproval of Plan 17-4 – Richard Bray – 1740 Rohlers Church Road – 2 Lot Subdivision. Ms. Sprenkle stated that Board reapproval is needed because the aforementioned plan has not yet received their completed necessary module from the Pennsylvania Department of Environmental Protection. The current plan will expire on February 27th, 2018.

Motion by S. Parthree and seconded by C. Richards to reapprove Plan 17-4 – Richard Bray – 1740 Rohlers Church Road – 2 Lot Subdivision, as presented. **Passed** with 4 ayes

Approve Plan 17-3 Hilton Avenue Partners – Hilton Avenue – Commercial Zone

Ms. Sprenkle is asking the Board to approve Plan 17-3 Hilton Avenue Partners – Hilton Avenue – Commercial Zone. This plan consists of a ten (10) acre subdivision and land development plan for a wholesale operation. Ms. Sprenkle introduced Mr. David Hoffman; with D. A. Hoffman Land Surveying, to present Plan 17-3.

Mr. Hoffman presented Plan 17-3 and stated that this plan is the Final Subdivision Plan for Hilton Avenue Partners, LLC. The final plan is to subdivide a ten (10) acre parcel from a one-hundred and twenty eight (128) acre farm parcel, the land is intended to be used for commercial development. Mr. Hoffman presented plans depicting the property configurations.

The following waiver request is needed, §22-501.2.P – Delineate and show wetlands. However, the request is not being formally waived but instead is just being delayed for a six (6) month period; known also as the 6 Month Note, whereas the property owners will have a six (6) month time frame to install the required curbs and sidewalks.

The following subdivision and land development ordinance requirements are needed and are listed as follows: 1.) Prior to final plan approval, a disk in an electronic format compatible with the Township GIS system, should be provided (§22-501.2. A). A pdf of the plans should be supplied to the Township for review at the Board of Supervisors meeting. 2.) A statement shall be added to the plan, along with the Engineer's/Surveyor's seal, signature, and date, certifying that he has been to the site and observed the present condition and that the plan indicates the actual condition of the site. (§22-501.2.F) 3.) The legal and/or equitable Owner's notarized signatures must be added to the plan certifying concurrence with the plan. (§22-501.2.H) 4.) The approval date should be added to the plans for the requested waivers. (§22-501.2.LL) 5.) A statement by the owner offering dedication of streets, right-of-way easements, and any sites for public uses which are to be dedicated, should be added to the plans. (§22-601.2.J)

The following subdivision and land development ordinance requirement was needed and met per

the Township Zoning Officer; Ms. Georgia Sprenkle, and is as follows: 6.) A planning module approval for land development is required or a non-building waiver should be added to the plans (§22-502.2).

Motion by C. Richards and seconded by M. Cashman to grant the plan waiver for the Six (6) Month Note and to approve the following waivers for Plan 17-3 Hilton Avenue Partners – Hilton Avenue – Commercial Zone, including the requested subdivision and land development ordinance requirements being met to include as follows 1.) Prior to final plan approval, a disk in an electronic format compatible with the Township GIS system, should be provided (§22-501.2.A). A pdf of the plans should be supplied to the Township for review at the Board of Supervisors meeting. 2.) A statement shall be added to the plan, along with the Engineer's/Surveyor's seal, signature, and date, certifying that he has been to the site and observed the present condition and that the plan indicates the actual condition of the site. (§22-501.2.F) 3.) The legal and/or equitable Owner's notarized signatures must be added to the plan certifying concurrence with the plan. (§22-501.2.H) 4.) The approval date should be added to the plans for the requested waivers. (§22-501.2.LL) 5.) A statement by the owner offering dedication of streets, right-of-way easements, and any sites for public uses which are to be dedicated, should be added to the plans. (§22-601.2.J), as presented. **Passed** with 4 ayes

SOLICITORS REPORT by Township Solicitor Charles Rausch

Terre Vista Subdivision Addendum

Attorney Rausch presented an Amendment to Development Agreement regarding the Terre Vista subdivision. The Terre Vista subdivision has now changed hands and is to be known as Boyd Hess Dover, LLC. The newly drafted agreement designates a few updates that are warranted and are to include the following updates. The sewer line will be changed from twelve (12) inches to fifteen (15) inches. The sewer line was originally to run parallel to the proposed street, the decision has now been made to run the sewer line into the street. All permits regarding this matter were to have previously been obtained by this time and have not yet been obtained. This newly drafted addendum will now designate that the necessary permits be obtained by June of 2018.

Motion by S. Parthree and seconded by M. Cashman to approve the amendment to the 2015 Terre Vista Subdivision, originally known as Terre Vista and is now known as Boyd Hess Dover, LLC, as presented. **Passed** with 4 ayes

INCORRECT TRAFFIC FINE DISBURSEMENTS

Attorney Rausch briefed the Board of Supervisors on recent updates regarding the incorrect traffic fine disbursements issue. It has been determined that York County has no insurance monies available for restitution. Attorney Rausch added that he received correspondence today stating that Shrewsbury Borough has chosen to take responsibility and has agreed on its own to repay the affected municipalities. The county had requested municipalities to name a representative to a committee to discuss this issue by the end of February 2018.

Attorney Rausch stated the Board may want to consider sending a letter to Paradise Township

regarding their thoughts on establishing a repayment agreement with Dover Township.

Board consensus was reached and collectively determined to send such a letter.

MANAGER'S REPORT by Township Manager Laurel Oswalt

Discuss Letter from Mr. William Kimmel

Manager Oswalt informed the Board of Supervisors that she has received a letter from Mr. William Kimmel regarding his recent concerns with his rain garden on his property. Mr. Kimmel has a rain garden that was designed by Eric Johnston and installed by Top Quality Construction. During a recent Board meeting, the concern from Mr. Kimmel was discussed. Mr. Kimmel depicted in his recent letter to the Township that he thought as though the Township Engineer would create a revised rain garden plan. This was not the Township's intent. It was made known to Mr. Kimmel that the Township Engineer's only involvement in this matter is to assess Mr. Kimmel's rain garden plans to be sure that the plans meet the Township ordinance, not redesign the rain garden plans. It was offered to Mr. Kimmel to have the Township Engineer look at Mr. Kimmel's situation and possibly offer an explanation as to why the system may not be functioning properly; however, not redesign Mr. Kimmel's rain garden.

Mr. Myers stated that within a rain garden, amended soils are added along with plant life. The disbursement of excess stormwater is collected in a rain garden and then by and thru evaporation and transpiration along with plant collection, the stormwater is to dissipate over a seventy two (72) period. Mr. Myers added that he had viewed the system after some recent storms and Mr. Myers feels as though the rain garden is operating properly and that in time Mr. Kimmel should see less and less runoff as the vegetation starts to develop and take in more and more water.

Board consensus was reached and it was determined to have Manager Oswalt draft a letter to Mr. Kimmel depicting the clear understanding of the Townships position in this matter.

Discuss PENNDOT Coordination with the County Stormwater Plan

Manager Oswalt informed the Board that the Township hosted a meeting with York County Planning, York County Parks, West Manchester Township and PENNDOT to discuss the possibility of the Baker Road Bridge Project to be coordinated with some of the County Stormwater Plan Projects that are required under the Pollution Reduction Plan.

Manager Oswalt added that through the course of this meeting, the Township was informed that PENNDOT possesses its own Waterway and Municipal Separate Stormwater System Permits that place requirements on their agency to establish wetlands and restore floodplains. PENNDOT is very interested in hearing from our community about possible projects that PENNDOT and Dover Township can possibly partner on.

Manager Oswalt presented plans and information to the Board regarding the specific sites of possible concentration regarding these projects. The sites being presented may possibly be visited by PENNDOT to determine their viability. If proven a chosen viable site by PENNDOT, PENNDOT would then enter into an agreement with our community to have the projects

completed. If chosen, the work could also be considered and completed at PENNDOT's cost. This may prove great potential for both the Township and PENNDOT. Manager Oswald will provide any follow up information when it's available.

Approval of Resolution 2018-09 Recognizing Mr. Dean Smith of Dover Township as a Member of the Sewer Authority

Motion by C. Richards and seconded by S. Parthree to approve Resolution 2018-09 Recognizing Mr. Dean Smith of Dover Township as a Member of the Sewer Authority, as presented. **Passed** with 4 ayes

Approval of Resolution 2018-10 Recognizing Dr. John Matthews of Dover Township as a Member of the Sewer Authority

Motion by S. Parthree and seconded by M. Cashman to approve Resolution 2018-10 Recognizing Dr. John Matthews of Dover Township as a Member of the Sewer Authority, as presented. **Passed** with 4 ayes

Discuss Pennsylvania Small Water and Sewer Grant

Manager Oswald informed the Board that all of the quotes have finally been received regarding a Pennsylvania Small Water and Sewer Grant. The Resolution regarding this grant was motioned for and approved at the Board of Supervisors Meeting held on February 12th, 2018. This grant will be used for necessary upgrades at Township Water and Sewer facilities.

Manager Oswald stated that lowest quote received regarding this project was provided and the total was two hundred seventy-seven thousand dollars and zero cents (\$277,000.00). The Township's match under this particular grant program will be fifteen percent (15%) which equates to forty one thousand dollars and zero cents (\$41,000.00).

Motion by C. Richards and seconded by M. Cashman to approve the amount of two hundred seventy-seven thousand dollars and zero cents (\$277,000.00) for the Pennsylvania Small Water and Sewer Grant for Resolution 2018-08, as presented. **Passed** with 4 ayes

Award Fuel System Upgrades to the Lowest Bidder

Township Public Works Director; Michael Fleming, stated that the bid meeting was held for the Fuel System Upgrade Project. The lowest bidder was PWI, Incorporated for one hundred thirty one thousand, nine hundred fifty one dollars and zero cents (\$131,951.00).

Motion by C. Richards and seconded by S. Parthree to award the Fuel System Upgrade Project to the lowest bidder, PWI, Incorporated in the amount of one hundred thirty one thousand, nine hundred fifty one dollars and zero cents (\$131,951.00), as presented. **Passed** with 4 ayes

OLD BUSINESS

COMMENTS FROM THE BOARD

M. Cashman – M. Cashman informed the Board that he and R. Stone have recently attended a meeting with some Township staff including the Township Water Crew Chief; Matthew Helwig, and the Township's Water Engineer. The meeting was regarding the possible regenerating of Township Well Seven. This particular well has been out of commission for over a decade due to turbidity and the current plan is to re-drill this well in hopes of placing the well back in service.

PUBLIC COMMENT

None to note.

With no further business, the meeting was adjourned by Chairman Stefanowicz at 8:45 PM.

Respectfully submitted by:

Tiffany Strine, Recording Township Secretary