

**DOVER TOWNSHIP
BOARD OF SUPERVISORS MEETING
MINUTES
May 14th, 2018**

The Dover Township Board of Supervisors' Meeting for Monday, May 14th, 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 Robert Stone, Stephen Parthree, Charles Richards and Michael Cashman. Other Township Representatives in attendance were Charles Rausch; Township Solicitor, Terry Myers; Township Engineer, Laurel Oswalt, Township Manager; Michael Fleming, Township Public Works Director; Georgia Sprenkel; Township Zoning Officer and Tiffany Strine; Township Secretary. There were nine 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 WORK SESSION WAS HELD PRIOR TO THIS EVENINGS REGULARLY SCHEDULED BOARD OF SUPERVISORS MEETING TO DISCUSS I/CDC ACTION ITEMS DISCUSSION

INFORMATION ON EVENTS AND LOCAL ANNOUNCEMENTS

Manager Oswalt – Manager Oswalt informed the Board of Supervisors and public present of upcoming Township functions. The Dover Township Annual “Take Me Fishing” Event hosted at Gifford Pinchot State Park in the Conewago Day Use Area will be held May 17th, 2018 from 6:00 PM to 8:00 PM and is free to the public.

APPROVAL OF THE BOARD OF SUPERVISORS' WORK SESSION MEETING MINUTES FOR APRIL 23RD, 2018

Motion by S. Parthree and seconded by R. Stone to approve the Board of Supervisors' Work Session Meeting Minutes for April 23rd, 2018, as presented. **Passed** with 5 ayes

APPROVAL OF THE BOARD OF SUPERVISORS' MEETING MINUTES FOR APRIL 23RD, 2018

Motion by S. Parthree and seconded by R. Stone to approve the Board of Supervisors' Meeting Minutes for April 23rd, 2018, as presented. **Passed** with 5 ayes

TREASURER'S REPORT

Approval of Current Expenditures

Motion by R. Stone and seconded by M. Cashman to approve the warrant total for April 27,

2018, in the amount of \$74,878.01 as presented. **Passed** with 5 ayes

Motion by R. Stone and seconded by M. Cashman to approve the warrant total for May 4th, 2018, in the amount of \$61,122.17 as presented. **Passed** with 5 ayes

Motion by R. Stone and seconded by M. Cashman to approve the warrant total for May 10th, 2018, in the amount of \$660.88 as presented. **Passed** with 5 ayes

Motion by R. Stone and seconded by M. Cashman to approve the warrant total for May 14th, 2018, in the amount of \$355,006.31 as presented. **Passed** with 4 ayes

PUBLIC COMMENT

None to note.

SOLICITOR'S REPORT by Attorney Charles Rausch

County Fines Disbursement Issue

Attorney Rausch briefed the Board of Supervisors on recent updates regarding the incorrect traffic fine disbursements issue. A letter was received from the York County Solicitor, Glenn Smith, setting fourth the tentative framework for repayment of the fine monies. Future steps recommended are to gather all impacted municipalities and solidify how this repayment it going to be accomplished. The other underpaid municipalities are in favor of this conceptual plan and Attorney Rausch asked for the Boards consensus if they too wish to seek this possible repayment of fine monies plan.

Board Consensus was reached, and it was collectively determined that Dover Township will participate and would like to proceed in the agreement presented for the tentative frame work for the repayment of fine monies presented.

Intermediate Avenue Project Letter Agreement

The Township has as of May 11th, 2018, received a revised Letter Agreement from Dover Highlands, LP involving Dover Township and the Dover Area School District regarding the intent to create an agreement of understanding between all three of these parties relating to the potential extension of Intermediate Drive in Dover Township from West Canal Road to Route 74.

The Letter Agreement entails timeframes in which portions of these plans are to occur and the necessary steps to cause the Bypass to move forward as a project. The School District needs to review the revisions.

Board Consensus was reached, and it was collectively determined to have Attorney Rausch report back to Dover Highlands, LP and make Dover Highlands, LP aware that Dover Township is conceptually in agreement of the proposed draft Letter Agreement, agenda and estimates currently involved.

ZONING OFFICER'S REPORT by Township Zoning Officer Georgia Sprenkel

Conditional Approval of Plan 18-1 Dover Area School District, Subdivision and Land Development Plan

Ms. Cheryl Love with the ELA, Group, Inc. presented recent updates to Plan 18-1, Dover Area School District, Subdivision and Land Development Plan. Ms. Love presented an up to date review of the water and sewer plans regarding Plan 18-1 for the proposed new Dover Area High School. Ms. Love noted that she did receive the Dover Township Public Works Directors comments.

An updated set of plans was presented to the Board of Supervisors and public present. C.S. Davidson has reviewed the current plans for the above referenced subdivision plan prepared by the ELA, Group Inc.

The Board of Supervisors was presented with six (6) waiver requests and ten (10) subdivision and land development ordinance comments in a letter from C. S. Davidson, Inc. dated April 23rd, 2018, for the New Dover High School, Lot Consolidation & Final Land Development Plan.

Dover Township Public Works Director; Michael Fleming, provided that he has reviewed the building plans prepared by the ELA Group dated April 20th, 2018 and offered the following comments that have not yet been addressed: 3.) CS02 – Note F. 2. Add a temporary cu-de-sac to comply with Liquid Fuels eligibility requirements. Existing Township road (T920) is 900' long from West Canal Road to the terminus near Mayfield Street. 4.) CS05 – Provide location of existing water service. Indicate how it will be terminated. Plan is incorrect. Dover Borough water is not connected to Dover Township at this location. 5.) CS05 – Provide location of water main and 30' wide permanent right-of-way from Buchart Horn Plan C207. Apparently as-builts were not prepared of the installation in 2003, but C.S. Davidson was able to provide inspection photographs which indicate a 6" diameter ductile iron water extension from the main towards the school building for future use. This existing 6" diameter ductile iron could be used for connection for the new school or excavated and abandoned at the main. See the sketch at then end of this report. 7.) CS12, CS13, CS14 – Provide water easement information (location, width & recording information) near Intermediate Avenue and also line that connects to North Salem Church School. Plans do not indicate the location of this line. Dover Borough has a water line that extends from their well towards the borough and there is a Township water line that extends from Intermediate Avenue to North Salem Church School. That accounts for two water lines but only one is shown and it is incorrect because the Boroughs line doesn't connect to the Township line. If our GIS mapping information is correct the water line will be affected due to construction and grading. ELA Group and Township Public Works crews should work together to locate and plot the proper location of the water mains. 24.) Diagonal crosswalk at the intersection of Intermediate Avenue and West Canal Road is not typical. These changes to the crosswalks, ADA pedestrian facilities should be included to the PennDOT HOP at the school districts expense. 25.) Value engineering comment – why install a 780' water main connection (near Intermediate Avenue) when the water main is 360' away (northwest side of multi-purpose field) This could save \$40,000.00. 26.) CS27 – Note 5 Sewer Force Main –

What is "Plan B" if the 3" diameter force main will not fit into the existing building sewer/lateral connection? 27.) CS44 – Sanitary sewer manhole covers – remove reference to standard manhole covers. All manholes are to be bolted down with water-proof lids.

Motion by C. Richards and seconded by M. Cashman to conditionally approve Dover Area School District, Plan 2018-01, Subdivision and Land Development subject to comment numbers 1,2,3,4,5,6,7,8 and 9 and 11 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). 2.) A statement shall be added to the plan, along with the Engineer'/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 signature must be added to the plan certifying concurrence with the plan (§22-501.2.H) 4.) Planning module approval for the projected sewage flow increase will need to be obtained from PA DEP (§22-502.2) 5.) Stormwater management plan approval will need to be obtained from the Township Engineer prior to final plan approval. Review comments will be provided in a separate letter (§22-502.8) 6.) Approval of a soil erosion and sediment pollution control plan shall be obtained from the York County Conservation District (§22-602.4) 7.) Suitable documentation should be provided that plans are in conformance with ordinances and regulations governing the extension of utility services (§22-602.9). Approval of the proposed sanitary sewer conveyance should be obtained from the Township Engineer. 8.) Copies of approved DEP and Army Corps of Engineers permits shall be provided (§22-602.12) 9.) All comments from the Township Public Works Department must be addressed prior to final plan approval. 11.) An agreement for the future extension of Intermediate Avenue should be executed, with these conditions, as presented. **Passed** with 5 ayes

Moving the Determination of the Re-Zoning for 2210 Blackberry Road from Conservation Zoning Classification to Business Park Zoning Classification to York County Planning Commission

Township Zoning Officer, Georgia Sprenkel, stated that the Dover Township Planning Commission is in favor of the rezoning of 2210 Blackberry Road from a Conservation zoning classification to a Business Park zoning classification and Ms. Sprenkel would like to recommend to the Board of Supervisors to accept moving this matter onto the next step of approval which review is by the York County Planning Commission.

Motion by R. Stone and seconded by C. Richards to approve to continue to move forward with the Re-Zoning of 2210 Blackberry Road from Conservation classification to Business Park zoning classification to York County Planning Commission, as presented. **Passed** with 5 ayes

MANAGER'S REPORT by Township Manager Laurel Oswalt

Approve Dover Township Highway Road Occupancy Permit 2018-46

Board approval is being sought for Dover Township Highway Road Occupancy Permit 2018-46 for Mr. Bernard Anthony. Dover Township Highway Road Occupancy Permit 2018-46 is for 2955 Carlisle Road and is being requested for a house demolition, to close one lane of Hilton Avenue for safety purposes. This closure will take place on May 20th, 2018 from 6:00 AM to

12:00 PM. The Dover Township Secretary has prepared the necessary Highway Occupancy Permit and the Dover Township Public Works Director approved the permit and included a letter of contingencies to adhere to as well. Pictures were provided to the Board members for location reference. Board approval is needed to close the roadway.

Motion by C. Richards and seconded by S. Parthree to approve Dover Township Highway Road Occupancy Permit 2018-46 to close a portion of Carlisle Road on May 20th, 2018 from 6:00 AM to 12:00 PM, as presented. **Passed** with 5 ayes

Approval of Ordinance Number 2018-02 Posting Weight Restrictions on Bridge Number 426, Rohlers Church Road

Board approval is being sought to approve Ordinance 2018-02, reducing the weight restriction on Rohlers Church Road, Bridge Number 426.

Motion by R. Stone and seconded by C. Richards to approve Ordinance Number 2018-02, posting weight restrictions on Bridge Number 426, Rohlers Church Road Bridge, as presented. **Passed** with 5 ayes

Wireless Communication Ordinance Discussion

Manager Oswalt provided a proposal to the Board members from Cohen Law. The cost would equate to *four thousand six hundred seventy-five dollars and zero cents (\$4,675.00)*. Manager Oswalt informed the Board that the ordinance would provide the following attributes: 1.) Increase to the Township's control regarding location, height, placement and so forth to wireless facilities. 2.) Allow the Township to respond more effectively to new wireless technologies. 3.) Better ensure the protection of communities and neighborhoods. 4.) Authorize the collection of fees for the use of the right-of-way. 5.) Incorporate recent changes in the law at the federal and state levels.

Motion by C. Richards and seconded by S. Parthree to move forward with the Cohen Law Firm proposal regarding Wireless Communications in Dover Township, as presented. **Passed** with 5 ayes

Joint Line Painting Bid Award to Alpha Space Control

Necessary bid documents and bid tabulations were provided to Dover Township with regards to the annual Joint Line Painting Bids project. Alpha Space Control was deemed the lowest responsible bidder.

Motion by C. Richards and seconded by S. Parthree to award the Joint Line Painting Bid to Alpha Space Control, as presented. **Passed** with 5 ayes

Terre Vista Stormwater Fees

A letter was presented to the Board from the new owner of Terre Vista. The letter constitutes

the new owner's proposal on how the owner would like to pay the stormwater fees associated with the Terre Vista development. Manager Oswalt included the current fee schedule pertaining to stormwater fees. Two issues are of concern regarding the new owner's proposal. This will be the first residential community development that would own its own parking and streets that has come thru the permitting process since the stormwater fee was put into place and normally the fee would be paid at the higher rate of *thirty-five cents (\$.35)* per square foot per permit. The new owner; Mr. Hess, is proposing to pay all of the fees upfront and therefore receive the benefit of the sliding scale.

Board consensus was reached, and it was collectively determined to allow the owner of Terre Vista development; Mr. Hess, to pay the stormwater fees associated with the Terre Vista Development as proposed.

Appointment of Kurt Geisinger to the Code Board

The former electrician whom served on the Dover Township Codes Board, Mr. Mike Boritz, has moved from Dover Township and the Dover Township Codes Board is now in need of an electrician for representation. The local electrical outfit; ASCOM Inc., was contacted and the owner Mr. Jeff George made a recommendation to fill the electrician vacancy with Mr. Kurt Geisinger. Mr. Geisinger is residing in Dover Township and his application was provided to the Board.

Motion by C. Richards and seconded by S. Parthree to appoint Kurt Geisinger to the Dover Township Code Board, as presented. **Passed** with 5 ayes

SSM Proposal for Well Number 7

Well Number 7 is located off Cardinal Lane. This well has a turbidity issue in which dirt is finding its way in through the well casing. The Township had previously tried to work with the developer of Fountain Rock to obtain land within the development for a new well location. Since the developer of Fountain Rock has not proved receptive to the matter, the Township pursued another option which would involve attempting to rehab the existing the well casing. A change in ownership has occurred and now MGM Enterprises has purchased the Fountain Rock development and is interested in working with the Township. At this time, the staff would now like to move forward with the location of a new well on the developer's property. A proposal for engraving services was given to the Board and outlines the cost. If the Board elects to pursue the new well, the Township will not continue with the rehab to the existing well. Access to the property needs yet to be negotiated and determined.

Motion by S. Parthree and seconded by M. Cashman to approve to authorize the proposal from SSM for Well Number 7 in the amount of *seventy-four thousand three hundred dollars (\$74,300.00)*, as presented. **Passed** with 5 ayes

Motion by R. Stone and seconded by S. Parthree to approve the Dover Township Solicitor to negotiate and create a Lease Option Agreement for this project in the Fountain Rock development, as presented. **Passed** with 5 ayes

Approval of Resolution 2018-14 Recognizing National Public Works Week

Motion by S. Parthree and seconded by C. Richards to approve Resolution 2018-14 recognizing National Public Works Week, as presented. **Passed** with 5 ayes

OLD BUSINESS

Manager Oswalt – Manager Oswalt informed the Board of Supervisors that the Township did not receive the TASP Grant funding that it had previously applied for, for flood plain work in Eagle View Park. There are three DCED grants coming available in the near future and these will be considered at an upcoming date. There is also a DEP Grant available in July.

COMMENTS FROM THE BOARD

S. Parthree – S. Parthree asked that the Board members present and public to please remember to vote tomorrow.

Chairman Stefanowicz – Chairman Stefanowicz thanked the Township and Wastewater Treatment Staff for excellent efforts in this year's Wastewater Treatment Plant Tours for the local school students and the public.

PUBLIC COMMENT

None to note.

With no further business, the meeting was adjourned by Chairman Stefanowicz at 8:50 PM.

Respectfully submitted by: _____
Tiffany Strine, Recording Township Secretary