

**DOVER TOWNSHIP
INDUSTRIAL COMMERCIAL DEVELOPMENT COMMITTEE
MINUTES
JULY 25TH, 2018**

The Dover Township Industrial Commercial Development Committee (I/CDC) meeting for July 25TH, 2018, was brought to order at 4:00 PM by Chairperson Kim Hogeman in the Meeting Room of the Dover Township Municipal Building. Committee members present were Kathy Herman, Shane Patterson, Charles Benton, Brian Caden, Darryl Wagner and John Popovich. *Ashley Spangler Sr, Ashley Spangler, Jr were absent with prior notice.* Township Representatives in attendance were Stephen Parthree; Township Supervisor, Laurel Oswalt, Township Manager; Georgia Sprenkle, Township Zoning Officer and Tiffany Strine, Township Secretary. There were no members of the public present. This meeting has been recorded for minute purposes only.

CALL TO ORDER

Chairperson K. Hogeman conducted the Industrial Commercial Development Committee Meeting.

**APPROVAL OF THE INDUSTRIAL COMMERCIAL DEVELOPMENT COMMITTEE
MINUTES FOR JUNE 27TH, 2018**

Motion by B. Caden and seconded by D Wagner to approve the June 27th, 2018, Industrial/Commercial Development Committee meeting minutes, as presented. **Passed** with 5 ayes

PUBLIC COMMENT

None to note.

ACTION ITEMS DISCUSSION:

A. Business Association

Discussions began regarding the next steps to be taken to pursue a Business Association. The Business Association invitee's response, date of event and location of a possible first meeting were discussed.

The committee helped to prepare a collective listing of potential businesses within the boundaries of the Dover Area School District to help pinpoint possible invitees to a local Business Focus Group Meeting to discuss whether the group believes a group like this would be beneficial to them. Various members of the Industrial Commercial

Development Committee selected possible invitees to contact.

J. Popovich inquired with the Industrial Commercial Development Committee as to if the committee would like him to attend. In addition to his attendance, J. Popovich offered to contact Senator Mike Regan, Representative Seth Grove and Representative Dawn Keefer as well, if the committee had interest in their presence. In addition, J. Popovich offered the idea of extending an invitation to the Business Association to the local Police Chief.

S. Patterson stated that he feels as though the presence of Senator Regan, Representative Grove and Representative Keefer would be great additions to have attend a Business Association meeting to show support. S. Patterson added that possibly at a later meeting, welcome the Senator and Representatives to be guest speakers during a meeting and possibly provide a legislative update.

S. Parthree added that he feels strongly that the more individuals you have involved with the Business Association, the better the Business Association is going to be.

Some Industrial Commercial Development Committee members previously offered to contact specific businesses on the provided listing. S. Patterson, C. Benton, S. Parthree and B. Caden offered to contact various businesses as well and voiced their selections accordingly.

An agenda including action items and possible fees is planning to be discussed during the next Industrial Commercial Development Committee meeting date. This agenda will include items and topics for the meeting and ways to gather the input for the meetings. Things mentioned to the committee to be thinking of for discussion are to include the regularity of when and where to meet, how often to meet, the benefits and costs of a membership to the Business Association, possible community sponsorships, possible Board of Directors and/or volunteers to the committee.

Chairman Hogeman stated that these are great starting points to begin a great dialogue amongst a Business Association. A background of how the Association has arrived in this position, inquiring with local businesses and potential members as to what the members feel they would like to get out of a Business Association and offering a list of speaker suggestions could prove very beneficial.

The initial Business Association will strive to define what the community businesses would like to gain through a Business Association membership, how to create better local community business network and how to create a conduit for funding that the Business Association could assist with in obtaining to then help in aiding the community by giving

back to the local area and possibly establishing a business improvement district.

B. Welcome to Dover Signs

Manager Oswalt informed the committee that she has contacted three companies to inquire on the creation of new Welcome to Dover signs. Two companies contacted have responded, one of the companies Manager Oswalt met with. The rudimentary estimated cost for two Welcome to Dover signs is to be about four thousand dollars (\$4,000.00). This price would incorporate the design, construction and installation. Manager Oswalt informed the Industrial Commercial Development Committee that the need for the verbiage on the sign should be discussed, along with what design the committee would like to see on the sign.

S. Patterson added that he feels that the committee should consider using the monies available for new signage in a different respect and perhaps use the money towards the needs to benefit the creation of the Business Association.

Various members of the committee suggested encouraging the collection of dues or sponsorships to help fund the ideal needs of a Business Association initially and going forward.

Manager Oswalt stated that the sign budgeting will go before the Board of Supervisors and if the Board approves to move forward, the Industrial Commercial Development Committee will then be looked upon for the ideas previously discussed.

C. Meeting with SCORE

Manager Oswalt informed the Industrial Commercial Development Committee that she and D. Wagner attended a meeting with SCORE. SCORE is a local service that provides free and confidential one-on-one business counseling by phone, e-mail and in-person. SCORE conducts workshops for both start-up entrepreneurs and seasoned small business owners. SCORE offer free mentoring as well. The mentoring service provided is comprised of active and retired business men and women whom provide SCORE clients with business counseling.

Manager Oswalt and D. Wagner visited a local chapter headquarter to learn more about this program and how this program may prove beneficial to the needs of a local, beginning Business Association. Holding a regular meeting with a purpose, meeting local community business owner needs, learning what the local community business owners are looking for with purpose and building a relationship with these individuals was isolated as the goal. Once this is achieved, the desired outcome is to have these

potential individuals take on more leadership roles, build the business corridor and establish a main street program. It was discussed that starting small is a great advantage while giving the Business Association room to grow and evolve.

Manager Oswalt added that SCORE offered to have an individual from their team available as a facilitator during the initial Dover Business Association focus group meeting.

OTHER BUSINESS

DEVELOPMENT UPDATES FROM THE DOVER TOWNSHIP ZONING OFFICER

Ms. Sprenkel informed the committee that a Request for the Rezoning of a property on Blackberry Road, consisting of twelve (12) acres, was presented to the Township. This particular property is currently zoned Conservation. All land surrounding this parcel is zoned Business Park, leaving the property in proposal standing alone in Conservation zoning. The gentleman owning the property would like Township approval to rezone his property on Blackberry to Business park to possibly entice some business to the property. A Re-Zoning Hearing is tentatively scheduled for August 27th, 2018 regarding this area.

Ms. Sprenkel announced that the Dunkin Donuts plan has been approved and signed by the Board Of Supervisors and the plan is now awaiting retrieval from the owner.

Ms. Sprenkel stated that a plan has been received by Dover Township from Hilton Avenue Partners. The plan depicts the development of an area at Bull Road and Hilton Avenue. Currently, Hilton Avenue Partners is requesting the subdivision of three (3), eleven (11) acre lots. Hilton Avenue Partners is hoping that by subdividing these lots, the areas will then prove more marketable for commercial businesses to purchase.

The Dover Area Animal Hospital expansion is moving forward; the plan has been released and work is to begin soon.

A business in the area of Grenway and Oakland Road was issued a Dover Township Use Certificate for a cosmetic tattooing facility.

An individual contacted Ms. Sprenkel regarding an area north of the Dover Borough. This individual would like to institute a future car lot with a salvage license in the area inquired upon.

The next Industrial/Commercial Development Committee is scheduled to be held August 22nd, 2018.

S. Parthree informed the Industrial Commercial Development Committee that a long-standing business within the community is closing at the end of July. Dave's Shoe Repair will be closing, as the owner has decided to retire, after successful operation for fifty-three (53) years.

S. Parthree stated that it was discussed amongst the Board of Supervisors at an earlier meeting to have Dave's Shoe Repair recognized by means of a Dover Township Resolution of Service.

Motion by S. Patterson and seconded by C. Benton to approve to recognize the many years of service and contribution to the Dover Community from Dave's Shoe Repair, as presented.

Passed with 5 ayes

S. Parthree stated that Mr. Donald Zeigler is donating land to the Dover Area Senior Center. The land is located on Donwood Road in Dover Township. Mr. Zeigler indicated that he trying to attract an Urgent Care Medical Facility to the adjacent lot on Route 74.

The meeting was adjourned at 5:40 PM by Chairperson K. Hogeman.

Respectfully submitted by: _____

Tiffany Strine, Recording Township Secretary