

**DOVER TOWNSHIP
INDUSTRIAL COMMERCIAL DEVELOPMENT COMMITTEE
MINUTES
AUGUST 22ND, 2018**

The Dover Township Industrial Commercial Development Committee (I/CDC) meeting for August 22nd, 2018, was brought to order at 4:00 PM by Vice-Chairperson Brian Caden in the Meeting Room of the Dover Township Municipal Building. Committee members present were Shane Patterson, Charles Benton, Darryl Wagner, Ashley Spangler Jr. and John Popovich. *Ashley Spangler Sr, Kim Hogeman and Kathy Herman were absent with prior notice.* Township Representatives in attendance were Stephen Parthree; Township Supervisor, Laurel Oswalt, Township Manager; Georgia Sprenkel, 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

Vice-Chairperson B. Caden conducted the Industrial Commercial Development Committee Meeting.

APPROVAL OF THE INDUSTRIAL COMMERCIAL DEVELOPMENT COMMITTEE MINUTES FOR JULY 25TH, 2018

Motion by S. Patterson and seconded by C. Benton to approve the July 25th, 2018, Industrial/Commercial Development Committee meeting minutes, as presented. **Passed** with 5 ayes

PUBLIC COMMENT

None to note.

ACTION ITEMS DISCUSSION:

A. Business Association

- a. Review of Roster for the Business Association Kick-Off Meeting
ICDC members reviewed the current roster for the Business Association Breakfast Kick-Off Meeting. A print out of the roster was supplied to each ICDC member. ICDC members then provided updates to the current listing.

C. Benton noted that he has reached out to Joanna Fink at Member's First, Miss Fink agreed to attend.

Manager Oswalt reached out to Mr. Chronister from the Grandview Golf Course. Manager Oswalt is awaiting an e-mail contact from Grandview Golf Course's Business Manager regarding their interest. An individual from SCORE will be present at the Business Association Kick-Off meeting. Manager Oswalt suggested contacting Washington Township Board Members and the Dover Borough Mayor, the ICDC members collectively agreed.

S. Patterson stated that he spoke with Mr. Todd McDaniel from Mack's Ice Cream Shoppe. Mr. McDaniel is interested in attending.

It was noted by ICDC members to reach out to the owner of Dover Valley Restaurant as well, Manager Oswalt offered to contact the owner. In addition, K. Herman is awaiting a response from the local Wellspan facility.

A. Spangler Jr. said that he will attend the Business Association Kick-Off meeting.

S. Parthree stated that he would reach out to Life Path for interest.

J. Popovich stated that himself, Representative Seth Grove and Representative Kiefer will attend. Senator Mike Regan's Chief of Staff, Mr. Bruce McLanahan, will be present in Senator Regan's absence.

b. Draft Agenda Comments

The ICDC reviewed the draft Dover Area Business Focus Group Meeting Agenda. The agenda detailed the location of Dover Valley Restaurant at the venue, on September 20th, 2018 from 7:30 to 9:30 AM. A buffet style breakfast will be served from 7:30 to 8:00 AM, the Business Meeting to commence at 8:00 AM. Vice Chairperson B. Caden will provide the welcoming message and introduction. It was noted to give special acknowledgements to Representative Seth Grove on behalf of providing the meal to all in attendance. An acknowledgement of ICDC members present and Board Supervisors will be given.

D. Wagner will provide a welcoming message and an informational portion about ICDC and how the ICDC came to be. All ICDC members felt the need to emphasize that the initiation of a line of communication with businesses, schools and local government is crucial to aid in further development within communities

S. Patterson will provide a background message detailing how the Business Forum group was selected and reasons for business gatherings like common interests, resources, needs, so forth will be mentioned. S. Patterson will include how the idea of a Business Forum came to be.

C. Benton will provide an informative portion regarding Dover Area School District initiatives in work force development. Both Workforce Development and STEM (Science, Technology, Engineering and Mathematics) proponents will be the highlight of C. Benton's informational portion. The initiation of a line of communication between businesses, government and schools is a priority and all ICDC members are in favor of this movement.

A feedback session will be included within the Business Association Agenda and this portion will be facilitated by Mr. Timothy Fives from SCORE. D. Wagner indicated that he would reach out to Mr. Fives. The portion facilitated by SCORE will aim to narrow down ideas from attendees regarding if they would like to and how often they would like to participate in a regular Business Association meeting, where to hold the meetings, attendee expectations, trainings and resources, attendees desire to be advocates for the Business Association and so on. Suggestion cards and future Business Association meeting topic selections with a rating scale, will be provided.

B. Caden will close the Business Association meeting with thanks to all involved with adjournment to follow. B. Caden will inform attendees of the possibility of the next Business Association meeting to follow, as well.

J. Popovich suggested holding a meeting prior to the Business Association Kick-Off Meeting on September 20th, 2018. The additional gathering can help to serve as an additional gathering of final thoughts and preparations for all ICDC members involved. The ICDC members collectively decided to hold a small gathering to finalize any remaining needs for the Business Association Kick-Off meeting on Tuesday, September 18th, 2018 at 4:00 PM at the Dover Township Municipal Office.

B. Possible Topics for the upcoming Business Association Forum Meetings

A list of possible topics to be implemented during the upcoming Business Association Forum Meetings were discussed amongst the ICDC Committee members. The list

included Marketing, Legislative Updates, Healthcare Programs, York County Economic Alliance and SCORE Programs, Ergonomics and Wellness, Security Improvements Crime Trends, Municipal Updates, Speed Networking and Connecting Amongst other local businesses.

It is the ICDC members hopes that by initiating a local Business Focus Group, in time, the group will develop into a Business Association and will be operated by the members itself.

OTHER BUSINESS

DEVELOPMENT UPDATES FROM THE DOVER TOWNSHIP ZONING OFFICER

Ms. Sprenkel informed the committee that there is no new development updates to report on at present time.

The next Industrial/Commercial Development Committee is scheduled to be held September 26th, 2018.

J. Popovich suggested during the next regularly scheduled Industrial/Commercial Development Committee meeting, to discuss and critique the first Business Association Meeting to possibly improve in any necessary means in the future.

The meeting was adjourned at 5:30 PM by Vice-Chairperson B. Caden

Respectfully submitted by: _____

Tiffany Strine, Recording Township Secretary