

**DOVER TOWNSHIP
BOARD OF SUPERVISORS MEETING
MEETING MINUTES
FEBRUARY 25TH, 2019**

The Dover Township Board of Supervisors' Meeting for Monday, February 25th, 2019, 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 Stephen Parthree, Robert Stone, Charles Richards and Michael Cashman. Other Township Representatives in attendance were Charles Rausch; Township Solicitor, Terry Myers, Township Engineer; Cory McCoy, C.S. Davidson; Laurel Oswalt, Township Manager; Michael Fleming, Township Public Works Director; John McLucas; Township Zoning Officer and Tiffany Strine; Township Secretary. There were no 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 stated that a Work Session was held prior to the beginning of this evening's Board meeting for the purposes of discussing the York County Regional Stormwater Authority.

APPROVAL OF THE BOARD OF SUPERVISORS' WORK SESSION MEETING MINUTES FOR FEBRUARY 11TH, 2019

Motion by R. Stone and seconded by M. Cashman to approve the Board of Supervisors' Work Session Meeting Minutes for February 11th, 2019, as presented. **Passed** with 5 ayes

APPROVAL OF THE BOARD OF SUPERVISORS' MEETING MINUTES FOR FEBRUARY 11TH, 2019

Motion by R. Stone and seconded by M. Cashman to approve the Board of Supervisors' Meeting Minutes for February 11th, 2019, as presented. **Passed** with 5 ayes

TREASURER'S REPORT

Approval of Current Expenditures

Motion by C. Richards and seconded by S. Parthree to approve the warrant total for February 15th, 2019, in the amount of \$44,537.38 as presented. **Passed** with 5 ayes

Motion by C. Richards and seconded by S. Parthree to approve the warrant total for February 25th, 2019, in the amount of \$328,648.75 as presented. **Passed** with 5 ayes

Motion by C. Richards and seconded by S. Parthree to approve the warrant total for February 25th, 2019, in the amount of \$110.35 (2017 General Bond) as presented. **Passed** with 5 ayes

Motion by C. Richards and seconded by S. Parthree to approve the warrant total for February 25th, 2019, in the amount of \$33,635.19 (2018 General Bond) as presented. **Passed** with 5 ayes

Information on Events and Local Announcements

Manager Oswalt informed the Board of Supervisors and public present of information on events and local announcements. The Dover Area High School will be performing the musical; Back to the 80's, on March 1st, 2nd and 3rd, 2019. A Health and Wellness Faire will be held at the Dover Township Community Building on March 30th, 2019.

S. Parthree stated that Dover Township offers many Bus Trips and the Dover Township Recreation Director; Mrs. Chalet Harris, is seeking chaperones for these Bus Trips.

PUBLIC COMMENT

Mr. David Hoffman – 4202 Davidsburg Road, Dover

Mr. David Hoffman is a resident of 4202 Davidsburg Road, Dover. Mr. Hoffman inquired upon the Dover Township Comprehensive Plan in progress. Mr. Hoffman inquired upon any specific zoning changes being proposed to the upcoming Dover Township Comprehensive Plan and the possible time frame in which the changes proposed may go in to affect.

Manager Oswalt stated that the proposed Dover Township Comprehensive Plan will not be adopted until next year; after that adoption, a zoning and subdivision rewrite would be initiated, this would likely take until 2021.

ZONING OFFICER'S REPORT by Township Zoning Officer John McLucas

Approve Plan 18-8 Donald Zeigler, 3901 Donwood Drive, 2 Lot Subdivision

Mr. David Hoffman; with D.A. Hoffman Surveying, presented Plan 18-8, Donald Zeigler, 3901 Donwood Drive, 2 Lot Subdivision, Final Land Development Plan, Engineer's Project No. 1619.3.26.08. C. S. Davidson Inc. Has reviewed the Donald Zeigler/Donwood – Heritage Senior Center Final Land Development Plan, dated February 22nd, 2019, prepared by D.A. Hoffman Surveying. The waiver requests being made are as follows: 1.) § 22-704 B: Cart way Width, Shoulders and Widening – Planning Commission recommended approval on 01/02/2019, 2.) § 22-502.2: Planning Module – Planning Commission recommended approval on 01/02/2019.

Mr. Hoffman noted that the following Subdivision and Land Development Ordinance condition has been met: § 22-501.2.H The legal and/or equitable Owner's notarized signatures must be added to the plan certifying concurrence with the plan.

Motion by R. Stone and seconded by M. Cashman to approve the Final Land Development Plan 18-8 Donald Zeigler, 3901 Donwood Drive, 2 Lot Subdivision and to approve the following waivers for Plan 18-8, Don Zeigler/Donwood – Heritage Senior Center, Final Land Development Plan 1.) § 22-704 B: Cart way Width, Shoulders and Widening – Planning Commission

recommended approval on 01/02/2019, 2.) § 22-502.2: Planning Module – Planning Commission recommended approval on 01/02/2019, as presented. **Passed** with 5 ayes

MANAGER'S REPORT by Township Manager Laurel Oswalt

Acceptance of Farm Lease Bid

Motion by R. Stone and seconded by C. Richards to accept the Farm Lease Bid from Pine Ridge Dorsets, LLC., as presented. **Passed** with 5 ayes

PUBLIC WORKS GARAGE UPDATE(S)

ECI Change Order No. 11 in the Amount of \$4,205.00 and Time Extension of 0 Days to be Added to the Total Project Substantial Completion Date of December 15th

Mr. Fleming stated that the matter of ECI Change Order No. 11 in the Amount of \$4,205.00 and Time Extension of 0 Days to be added to the total Project substantial completion date of December 15th should be tabled at this time due to the fact that his matter is still under discussion.

Motion by R. Stone and seconded by S. Parthree to table ECI Change Order No. 11 in the amount of \$4,205.00 and Time Extension of 0 Days to be added to the total project substantial completion date of December 15th, as presented. **Passed** with 5 ayes

ECI Change Order No. 13 in the Amount of \$1,077.00 with 0 Extension of Days

Mr. Fleming stated that the matter of ECI Change Order No. 13 in the Amount of \$1,077.00 and Time Extension of 0 Days should be tabled at this time due to the fact that his matter is still under discussion.

Motion by R. Stone and seconded by S. Parthree to table ECI Change Order No. 13 in the Amount of \$1,077.00 with 0 Extension of Days, as presented. **Passed** with 5 ayes

Approval of Midstate Mechanical Payment No. 10 in the Amount of \$19, 417.23

Mr. Fleming added that there are outstanding matters with the new construction that need to be addressed; however, these matters are that of Midstate Mechanical but are not in relation to the items this Payment Application is being proposed for.

Motion by S. Parthree and seconded by C. Richards to approve Midstate Mechanical Payment No. 10 in the Amount of \$19,417.23, as presented. **Passed** with 3 ayes 2 nays per R. Stone and M. Cashman

Approval of Midstate Electrical Payment No. 6 in the Amount of \$14,217.96

Mr. Fleming added that there are outstanding matters with the new construction that need to be

addressed; however, these matters are that of Midstate Electrical but are not in relation to the items this Payment Application is being proposed for.

Motion by S. Parthree and seconded by C. Richards to approve Midstate Mechanical Payment No. 10 in the Amount of \$19,417.23, as presented. **Passed** with 3 ayes 2 nays per R. Stone and M. Cashman

ECI Retainage Decrease Request

Manager Oswald stated that the Township has received a list of items that are still outstanding with regards to the new garage construction project. Manager Oswald stated that she had received a call from the new garage construction project architect and stated that ECI has asked for a reduction in the retainage fee. Currently the retainage is ten (10%) percent and ECI would like to lower the retainage fee to five (5%) percent. The new garage project contract does not have language authorizing a reduction.

Board consensus was reached, and it was collectively determined to not grant the five (5%) percent decrease in retainage.

MS4 Update

None to note.

Old Business

Bridge Engineering Request for Proposals

M. Fleming stated that in the Dover Township 2019 Budget, it was planned to have engineering and permitting completed on the following bridges: 1.) Rohlers Church Road, 2.) Fox Run Road and 3.) Butter Road. During a recent county transportation meeting, it was noted that PENNDOT presented their 2021 Transportation Improvement Program projects to be completed list. PENNDOT is recommending two (2) bridges in Dover Township be on the 2021 Transportation Improvement Program projects list. This is financially a great move for Dover Township. It was noted to be mindful that these projects may take more time to be completed in this manner.

M. Fleming stated that he would like to move forward with the budgeted plans for engineering and permitting for Rohlers Church Road bridge and to begin obtaining proposals, as this bridge is not on the 2021 Transportation Improvement Program projects listing.

Board consensus was reached, and it was collectively determined to move forward with the budgeted item for 2019 for the Rohlers Church Road bridge replacement and to obtain proposals.

COMMENTS FROM THE BOARD

R. Stone noted that the next regularly scheduled Sewer Authority Meeting will be held Wednesday, February 27th, 2019.

S. Parthree stated that the Industrial/Commercial Development Committee for February 27th, 2019 has been cancelled due to lack of quorum.

Chairman Stefanowicz revisited the topic of the creation and implementation of new Dover Township welcome signage. Chairman Stefanowicz stated that he attends the Dover Area School District Board meetings. Chairman Stefanowicz added that he inquired with the Dover Area School District Board as to the possibility of giving local students the opportunity to create designs and possibly construct welcome signage for Dover Township while implementing honest objectives that identify and welcome others to the Dover Area. Objectives could include the location of the signs, design and so forth. The Dover Area School Board was receptive.

Chairman Stefanowicz inquired with the Dover Area School District regarding future recreation planning. Chairman Stefanowicz added that he would like to seek design layouts for Dover Townships open land with regards to recreational development from local students.

M. Cashman added that it may prove beneficial to incentivize such an idea for students to help generate a greater interest.

Manager Oswald cited Mrs. Harris's report in which contained a cost opinion developing a plan for the 22 acres of donated land. Manager Oswald stated that she felt involving students in work groups on these projects made sense, but that the layout for park improvements was best left to professionals.

PUBLIC COMMENT

None to note.

With no further business, the meeting was adjourned by Chairman Stefanowicz at 8:15 PM and the full Board of Supervisors entered into an Executive Session regarding personnel matters.

Respectfully submitted by: _____
Tiffany Strine, Recording Township Secretary