

**DOVER TOWNSHIP
BOARD OF SUPERVISORS MEETING
MEETING MINUTES
MARCH 11TH, 2019**

The Dover Township Board of Supervisors' Meeting for Monday, March 11th, 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, Laurel Oswalt, Township Manager; Michael Fleming, Township Public Works Director and Tiffany Strine; Township Secretary. There were two 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.

**APPROVAL OF THE BOARD OF SUPERVISORS' WORK SESSION MEETING
MINUTES FOR FEBRUARY 25TH, 2019**

Motion by R. Stone and seconded by M. Cashman to approve the Board of Supervisors' Work Session Meeting Minutes for February 25th, 2019, as presented. **Passed** with 5 ayes

**APPROVAL OF THE BOARD OF SUPERVISORS' MEETING MINUTES FOR
FEBRUARY 25TH, 2019**

Motion by R. Stone and seconded by M. Cashman to approve the Board of Supervisors' Meeting Minutes for February 25th, 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 27th, 2019, in the amount of \$226.18 as presented. **Passed** with 5 ayes

Motion by C. Richards and seconded by S. Parthree to approve the warrant total for March 11th, 2019, in the amount of \$650.040.27 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. A Health and Wellness Faire will be held at the Dover Township Community Building on March 30th, 2019.

PUBLIC COMMENT

None to note.

SOLICITOR'S REPORT by Township Solicitor Charles Rausch

Approval of Chairman to Sign the Three-Party Agreement Pertaining to the Senior Center Land

Motion by S. Parthree and seconded by R. Stone to approve the Dover Township Chairman to sign the three-party agreement pertaining to the Senior Center Land, as presented. **Passed** with 5 ayes

Approve Resolution 2019-06, Friendly Condemnation of Certain Lands of Donald E. Zeigler

Motion by S. Parthree and seconded by R. Stone to approve Resolution 2019-06, Friendly Condemnation of certain lands of Donald E. Zeigler, as presented. **Passed** with 5 ayes

Update on Lexon Surety Lawsuit

No further information has been provided at this point from Lexon Surety as a result from the complaint and default notice filed. Attorney Rausch stated that he had received a telephone call as of today and Attorney Rausch stated that he is hopeful an agreement may be established in the near future.

MANAGER'S REPORT by Township Manager Laurel Oswalt

Approve Resolution 2019-07, PENNDOT Traffic Signal Approval

Resolution 2019-07 authorizes the retiming on the South Salem Church Road and East Berlin Road Traffic Signal. This traffic signal was prioritized as needing to be completed by York County Planning. The signal lies within Dover Township and is maintained by West Manchester Township. West Manchester Township had sought and received permission from Dover Township years ago to install this particular traffic signal to aide in their industrial area. Dover Township shares the maintenance costs of the signal with West Manchester; however, the signal is insured and managed by West Manchester Township.

Motion by C. Richards and seconded by S. Parthree to approve Resolution 2019-07, PENNDOT Traffic Signal Approval, as presented. **Passed** with 5 ayes

Discuss Twenty-Two Acre Farm Lease

Dover Township accepted a Deed of Dedication in September of 2018 for twenty-two (22) acres of land. Dover Township placed the twenty-two acres of land up for bid as farm land to be leased. The bidding occurred and the Dover Township Board of Supervisors approved Manager Oswalt to sign and accept the lease during the February 25th, 2019 Dover Township Board of Supervisors meeting. Mr. Wayne Hoffman contacted Manager Oswalt in the interim, to discuss

his payment for his lease on the same lands. Manager Oswalt was not aware of his lease and the lease was not assigned to Dover Township in any documented form during the transfer of this land to Dover Township. Manager Oswalt stated that Mr. Hoffman provided his lease agreement to Dover Township that depicted his three (3) year lease.

Manager Oswalt stated that she has spoken with Attorney Rausch regarding this matter and that Manager Oswalt had contacted the bidder to make him aware of the situation and that she would follow up with the bidder in the future.

Manager Oswalt stated that she has drafted a letter to the bidder indicating that Dover Township is rescinding its award of the lease to the bidder.

Motion by R. Stone and seconded by C. Richards to accept the assignment of the previous lease and to rescind the previous bid and to have Manager Oswalt draft and send a letter to the bidder, as presented. **Passed** with 5 ayes

Awarding of the Mowing RFP

Motion by C. Richards and seconded by M. Cashman to award the Mowing RFP to Apex York Landscape Contracting Inc., as presented. **Passed** with 4 ayes and 1 nay per R. Stone

Discuss Garage Open House/Ribbon Cutting

Manager Oswalt discussed the new Dover Township Garage Open House and Ribbon Cutting ceremony to be held Friday, May 17th, 2019. The Ribbon Cutting will be held at 4:45 PM with the Open House to follow from 5:00 PM to 7:00 PM. This event will be open to the public and will include games, food, equipment and displays about Dover Township's Public Works department functions.

The full Board of Supervisors collaborated and created a listing of individuals and groups to invite to the Garage Open House and Ribbon Cutting. This list was comprised of Dover Business groups, Dover Schools Officials, Pennsylvania Senator Mike Regan, Pennsylvania Congressman Scott Perry, Dover Borough Council, and others.

M. Cashman suggested contacting the Northern York County Regional Police Department to utilize their reader board along main routes of Dover Township to better inform the public of the Garage Open House/Ribbon Cutting event.

C. Richards suggested inviting the Emergency Services departments within Dover Township as well.

Storm Damage at Brookside Park

Manager Oswalt informed the Board of Supervisors that due to recent storms about two (2) weeks ago, Brookside Park incurred damage to some of the playground equipment. Manager Oswalt stated that a quote is being prepared and information will be provided to the full Board

when it is available.

Vehicle Leasing Discussion

Manager Oswalt informed the Board of Supervisors on recent information that she has obtained regarding a Vehicle leasing program available to municipalities. The possible benefits of new vehicles and less maintenance costs makes the program worth consideration.

However, after review of the lease documents, it appears that the lease does not work like a normal government lease. This means the vehicles would belong to the Township at an additional cost.

Board consensus was reached, and it was collectively determined to not proceed with the program.

PUBLIC WORKS GARAGE UPDATE(S)

None.

MS4 Update

None to note.

Old Business

None to note.

COMMENTS FROM THE BOARD

C. Richards inquired on the Emig Mill Road man holes and wanted to address concerns he has heard regarding the man holes being raised. Mr. Fleming stated that some of the man holes on Emig Mill Road will be addressed in the spring.

M. Cashman stated that he had attended the Dover Area High School's Back to the 80's play, there was a great turn out in attendees.

PUBLIC COMMENT

None to note.

With no further business, the meeting was adjourned by Chairman Stefanowicz at 8:00 PM and the full Board of Supervisors entered into an Executive Session regarding personnel matters.

Respectfully submitted by: _____
Tiffany Strine, Recording Township Secretary