

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

The Dover Township Board of Supervisors' Meeting for Monday, March 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; Laurel Oswalt, Township Manager; John McLucas, Township Zoning Officer; Michael Fleming, Township Public Works Director and Tiffany Strine; Township Secretary. There were four 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 an Executive Session was held, prior to the beginning of this Dover Township Board of Supervisors meeting, to discuss Township personnel matters.

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

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

TREASURER'S REPORT

Approval of Current Expenditures

Motion by R. Stone and seconded by C. Richards to approve the warrant total for March 25th, 2019, in the amount of \$301,687.46 as presented. **Passed** with 5 ayes

Motion by R. Stone and seconded by C. Richards to approve the warrant total for March 25th, 2019, in the amount of \$557.62, HMPG Grant, 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.

ZONING OFFICER'S REPORT by Township Zoning Officer John McLucas

Approve Plan 18-7 – Apple Outdoor Supply Wholesale – Land Development Plan – Commercial Zone – Hilton Avenue

Mr. Timothy P. Dewire, P.E., with Kurowski & Wilson, LLC, presented Plan 18-7, Apple Outdoor Supply Wholesale, Hilton, Final Land Development Plan, Engineer's Project No. 1619.3.01.45. C. S. Davidson Inc. has reviewed the Apple Outdoor Supply Wholesale Final Land Development Plan, dated March 22nd, 2019, prepared by Kurowski & Wilson, LLC. The waiver requests being made are as follows: 1.) § 19-301.13 SWM facility dewatering time – P/C recommended approval on 12/5, 2.) § 19-308.3.A.3 – Minimum 4:1 basin side slopes – P/C recommended approval on 12/5, 4.) § 22-501.2.0 – Location and identification of existing features within four hundred (400') of the subject property – P/C recommended approval on 12/5, 5.) §22-501.2.W – Location and identification of all existing or proposed streets within four hundred feet (400') of the subject property – P/C recommended approval on 12/5, 7.) § 22-712.2.j.2 – Cut and fill slopes within twenty feet (20') of adjoining property next to proposed parking area – P/C recommended approval on 12/5, 8.) § 22-713.2.H – Placement of sanitary sewer laterals under parking area – P/C recommended approval on 12/5, 9.) § 22-720.3 – Environmental Impact Assessment completed by an independent consultant from a firm that is not involved with the design of the improvements – P/C recommended approval on 12/5, 10.) § 22-709.7 – Maximum width of access drive – P/C recommended approval on 12/5

Motion by S. Parthree and seconded by M. Cashman to approve the waiver requests for the Final Land Development Plan 18-7, Apple Outdoor Supply Wholesale, Hilton, Final Land Development Plan, Engineer's Project No. 1619.3.01.45 as follows: 1.) § 19-301.13 SWM facility dewatering time – P/C recommended approval on 12/5, 2.) § 19-308.3. A.3 – Minimum 4:1 basin side slope – P/C recommended approval on 12/5, 4.) § 22-501.2.0 – Location and identification of existing features within four hundred (400') of the subject property – P/C recommended approval on 12/5, 5.) §22-501.2. W – Location and identification of all existing or proposed streets within four hundred feet (400') of the subject property – P/C recommended approval on 12/5, 7.) § 22-712.2. J.2 – Cut and fill slopes within twenty feet (20') of adjoining property next to proposed parking area – P/C recommended approval on 12/5, 8.) § 22-713.2.H – Placement of sanitary sewer laterals under parking area – P/C recommended approval on 12/5, 9.) § 22-720.3 – Environmental Impact Assessment completed by an independent consultant from a firm that is not involved with the design of the improvements – P/C recommended approval on 12/5, 10.) § 22-709.7 – Maximum width of access drive – P/C recommended approval on 12/5, as presented. **Passed** with 5 ayes

The following Subdivision and Land Development Ordinance conditions regarding Plan 18-7, Apple Outdoor Supply Wholesale, Hilton, Final Land Development Plan, Engineer's Project No. 1619.3.01.45 are currently outstanding: 1.) §22-501.2. A Prior to final plan approval, a disk in an electronic format compatible with the Dover Township GIS system, should be provided, 2.) § 22-501.2. F The Engineer's/Surveyor's/Geologist's seal, signature, and date shall be added to the plan, 3.) § 22-501.2.H The legal and/or equitable Owner's notarized signature must be added to the plan certifying concurrence with the plan, 4.) § 22-502.2 The applicant shall obtain planning

module approval from PA DEP, 5.) § 22-602.1 The applicant shall provide an estimate of public improvements security to be reviewed by the Township Engineer. This review will be provided under separate cover 6.) §22-602.3 The applicant shall obtain SWM approval by the Township Engineer. Review of the proposed stormwater management has been provided in a separate letter, 7.) § 22-602.4 The applicant shall obtain erosion and sediment control approval from the York County Conservation District. A copy of all necessary DEP permits shall be supplied to the Township, 8.) Comments from the Dover Township Public Works Director shall be addressed, 9.) Comments from the Dover Township Fire Department shall be addressed, 10.) The Developer's Agreement shall be completed and executed prior to final plan approval.

Motion by R. Stone and seconded by M. Cashman to approve the Final Land Development Plan 18-7, Apple Outdoor Supply Wholesale, Hilton, Final Land Development Plan, Engineer's Project No. 1619.3.01.45 subject to the outstanding conditions in the C.S. Davidson letter dated March 22nd, 2019, and to have Dover Township personnel address these conditions, as presented. **Passed** with 5 ayes

Dover Area YMCA Expansion Project

Mr. McLucas informed the Board of Supervisors that the Dover Area YMCA is expanding and would like to inquire with the Board of Supervisors about their willingness to sell land where Dover Township currently maintains a Right-Of-Way that runs along the YMCA baseball fields and Dover Township Brookside park.

A copy of the Joint Access and Easement Agreement depicting the aforementioned Right-of-Way was presented to the Board of Supervisors. This is a fifty (50) foot staff of land, the YMCA is questioning continuing ownership by Dover Township due to the fact that the staff of land proves to be restrictive to their parking. The YMCA would like to purchase the fifty (50) foot wide strip and provide Dover Township with an Access Agreement.

The full Dover Township Board of Supervisors would like more time to have this matter researched before further movement is made regarding this matter.

Motion by R. Stone and seconded by C. Richards **to table** the sale and implementation of the parcel of land being pursued by the Dover Area YMCA, as presented. **Passed** with 5 ayes

Blighted Property Located Along Davidsburg Road

Mr. McLucas wanted to extend a special thank you to Mrs. Maureen App; Dover Township Building Codes Enforcement Officer, for her efforts in remedying of a blighted property within Dover Township along Davidsburg Road.

ENGINEER'S REPORT by Township Engineer Terry Myers

Fox Run Interceptor Replacement Bid Award

Mr. Myers stated that the Fox Run Interceptor Replacement Bid was made, and bids were

opened via PennBID at 10:00 a.m. on Thursday, March 21st, 2019. Mr. Myers provided copies of the bid tabulations. There was a total of seven (7) bidders, bidding on two options. The low bid was submitted by Anrich, Inc. Anrich, Inc. is being recommended for the bid for Option 2 at the cost of \$542,481.00.

Motion by R. Stone and seconded by M. Cashman to award the Fox Run Interceptor Replacement Bid, Option 2, to Anrich, Inc. in the amount of \$542,481.00, as presented. **Passed** with 5 ayes

Mr. Myers noted that applications for the required Pennsylvania Department of Environmental Protection General Permits for the stream crossings and the Pennsylvania Department of Environmental Protection Water Quality Permit have been completed and submitted.

High School Building Project – Canal Road Turning Lanes

Mr. Myers stated that the Traffic Engineer from the Dover Area High School contacted him regarding a Traffic Study that was completed during the construction of the new Dover Area High School. The Traffic Study recommended turning lanes be implemented on West Canal Road at Intermediate Avenue and on North Main at Mayfield. These results were derived to depict the present and future traffic pertaining to the new Dover Area High School. These results do not take into account the Dover Highlands plans or the future Dover bypass, should that come to fruition.

Mr. Myers stated that the Traffic Engineer for Dover Area High School inquired with Mr. Myers, to see if Dover Township would like to take this into consideration at this point in time with the permitting and construction of these lanes.

R. Stone stated that he feels committed to the proposed concept and agrees to move forward.

Board consensus was reached, and it was collectively determined to include the construction of all three projects in the design of the turning lanes into Dover Area High School's permitting application for analysis for PENNDOT.

MANAGER'S REPORT by Township Manager Laurel Oswalt

Awarding of the Joint Line Painting Bid to Alpha Space Control

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

Approve to Advertise the Janitorial RFP

Motion by R. Stone and seconded by M. Cashman to approve to advertise the Janitorial RFP, as presented. **Passed** with 5 ayes

Approve Resolution No. 2019-08 Eagle View Park DCNR Grant Application

The Pennsylvania Department of Conservation and Natural Resources Grant will be utilized for Eagle View Park, Phase 1 Improvements.

Motion by R. Stone and seconded by C. Richards to approve Resolution No. 2019-08 Eagle View Park DCNR Grant Application, as presented. **Passed** with 5 ayes

PUBLIC WORKS DIRECTOR'S REPORT by Township Public Works Director Michael Fleming

Accept RFP for Replacement of Rohlers Church Road Bridge No. 426

Motion by R. Stone and seconded by M. Cashman to accept RFP for Replacement of Rohlers Church Road Bridge No. 426, as presented. **Passed** with 5 ayes

Approval to Advertise Golf Course Buildings

As the planning stages to develop Dover Township's Eagle View Park moves forward, M. Fleming would like to dispose or reuse some existing features currently in place on the old golf course grounds. There are the following existing structures that Mr. Fleming would like to place on MUNICIBID for auction: the driving range buildings, office, milk shed and barn.

R. Stone inquired of past discussions regarding restoring and utilizing the current barn on the old golf course property.

It was noted that after further exploration of the possible restoration of the barn, that the Dover Township Recreation Director would like to salvage the base of the currently existing barn and possibly construct a new building on the existing base.

Motion by S. Parthree and seconded by M. Cashman to approve to advertise the Dover Township Golf Course Buildings except for the base of the currently existing barn, as presented. **Passed** with 5 ayes

C. Richards recommended pursuing a professional opinion regarding the potential historic nature of the barn prior to accepting any bids for the currently existing barn.

Norma's Ridge Water Service

Mr. Eric Johnston, P.E. with Johnston and Associates Inc. stated that he represents Norma's Ridge, Baker Price Development, LLC. The water service and final water design approval for the proposed Norma's Ridge project is currently be pursued. Mr. Johnston stated that a meeting was held on March 7th, 2019 to discuss the feasibility and the need to extend a water main from the Norma's Ridge project through the adjoining Inners property to provide looping of the water system between existing water mains located at Park Street and Fox Run Road. The proposal of the construction is to include a water main extension from Park Street across Canal Road and into the proposed Norma's Ridge project site. Mr. Johnston stated that his clients are requesting

a Tapping Fee Credit for the portions of the Water Line to be constructed along Canal Road.

Baker Price Development, LLC. is requesting Dover Township to assist Baker Price Development, LLC. in covering the costs to extend the water service to the proposed Norma's Ridge Development.

R. Stone stated that there are many expenses that are associated with the Dover Township Water System to in the least maintain such a water system. R. Stone foresees waiving Tapping fees may prove a detriment to the Dover Township Water System where as these Tapping fees are established for improvement, maintenance and etc. A lot of services will be supplied thru this concept; however, there will be a lot of additional resources needing to be applied to do so.

C. Richards inquired on the possible presence of water pressure issues for entities such as the Dover Township Fire Department.

M. Cashman stated that he is concerned with chlorine dilution at certain ports throughout the water system loops. The aspects of safe and clean drinking water is obtained from multiple connections.

Mr. Fleming stated that Spots, Stevens and McCoy have reviewed plans and offered comments as well. Mr. Fleming stated that since the combined distances are less than 1000 feet, Mr. Fleming is not recommending that Dover Township agree to share any costs of the proposed water improvement to provide a complete looped water system. The implementation of the requested and required water looping is covered by the Dover Township Subdivision and Land Development Ordinance §22-713.3.A.

M. Cashman stated that benefits of the proposed water looping would be continuous service to five homes on park street in case of an emergency, service to all of the new homes being proposed within Norma's Ridge incase of an emergency and better continuous flow throughout multiple wells throughout the Dover Township Water System.

Motion by C. Richards and seconded by S. Parthree to table the decision of Norma's Ridge Water Line Looping, as presented. **Passed** with 5 ayes

Mr. Johnston added that the Dover Township Public Works Department has requested consideration of the installation of forty (40) exterior water meter pits along with separate individual water service piping runs to each unit for both the domestic water usage and fire sprinkler systems being located within each unit. Mr. Johnston stated that the installation of two (2) separate water service lines to each of the units may prove financially and logistically a hinderance. One line would be dedicated for domestic water use and one line dedicated for fire sprinkler use. Mr. Johnston inquired as to if Dover Township Policy is to have the ability to have water service shut off, if the policy can be changed.

Manager Oswald stated that the Dover Township water shut off policy cannot be changed. Manager Oswald added that the purpose of the two dedicated lines is to institute the necessary line for dedicated fire sprinkler use and to have the dedicated domestic water line in addition so

that in the event of a water shut off for numerous reasons, the dedicated fire sprinkler line will not be compromised in the event of an incident.

Mr. Johnston requested the implementation of a plan note to Dover Township making the necessary request to install one line and thus split the lines within and explore other various options to meet Dover Township Policy.

Motion by M. Cashman and seconded by R. Stone to waive the requirement to run a separate fire service line to each of the proposed units, as presented. **Passed** with 5 ayes

Replacement of Truck 15 and Truck 43 as Proposed in Dover Township Budget

Mr. Fleming informed the Board of Supervisors of the plans to replace Truck 15 and Truck 43 as proposed in the 2019 Dover Township Budget. This replacement is moving forward.

Approval of Buchart Horn Agreement for Amendment for Long Term Flow Meter Installation and Service Contract Proposal No. 35025

Motion by R. Stone and seconded by C. Richards to approve the Buchart Horn Agreement for Long Term Flow Meter Installation and Service Contract Proposal No. 35025, as presented. **Passed** with 5 ayes

Purchase of Trailer as Proposed in Budget

Mr. Fleming informed the Board of Supervisors of the plans to purchase a trailer as proposed in the 2019 Dover Township Budget. This purchase is in progress.

PUBLIC WORKS GARAGE UPDATE(S)

Accept Certificate of Substantial Completion No. 1 from ECI and Authorize Manager to Sign

Motion by R. Stone and seconded by M. Cashman to accept Certificate of Substantial Completion No. 1 from ECI and Authorize the Dover Township Manager to Sign, as presented. **Passed** with 5 ayes

Accept Certificate of Substantial Completion No. 2 from ECI and Authorize Manager to Sign

Motion by R. Stone and seconded by M. Cashman to accept Certificate of Substantial Completion No. 2 from ECI and Authorize the Dover Township Manager to Sign, as presented. **Passed** with 5 ayes

Accept Certificate of Substantial Completion No. 1 from Rodney B. Smith and Authorize Manager to Sign

Motion by R. Stone and seconded by M. Cashman to accept Certificate of Substantial Completion No. 1 from Rodney B. Smith and Authorize the Dover Township Manager to Sign, as presented. **Passed** with 5 ayes

Accept Certificate of Substantial Completion No. 2 from Rodney B. Smith and Authorize Manager to Sign

Motion by R. Stone and seconded by M. Cashman to accept Certificate of Substantial Completion No. 2 from Rodney B. Smith and Authorize the Dover Township Manager to Sign, as presented. **Passed** with 5 ayes

Approve Midstate Mechanical Application for Payment No. 11 in the Amount of \$752.40

Motion by R. Stone and seconded by M. Cashman to approve Midstate Mechanical Application for Payment No. 11 in the Amount of \$752.40, as presented. **Passed** with 5 ayes

Approve Rodney B. Smith Application for Payment No. 8 Final in the Amount of \$30,231.20

Motion by R. Stone and seconded by M. Cashman to approve Rodney B. Smith Application for Payment No. 8 Final in the amount of \$30,231.20, as presented. **Passed** with 5 ayes

MS4 Update

Mr. Fleming added that an Annual Spring Public Education Program will take place at Dover Township's Brookside Park on April 17th, 2019 at 6:30 p.m. The title of this public education seminar is The Chesapeake Bay: How Are Municipalities Improving Its Health?

A thank you, on behalf of Dover Township, was extended to the following sponsors for their door prize contributions to the MS4 Annual Spring Public Education Program: C.S. Davidson, Buchart Horn and Spots, Stevens & McCoy.

Old Business

None to note.

COMMENTS FROM THE BOARD

S. Parthree – S. Parthree stated that the monthly Industrial/Commercial Development Committee meeting will be held on Wednesday, March 27th, 2019, attendance is encouraged.

R. Stone – R. Stone informed the Board of Supervisors and public present that the Sewer Authority will be holding their monthly meeting on Wednesday, March 27th, 2019, please attend.

M. Cashman – M. Cashman stated that an Annual Summary supplied by the Northern York County Regional Police Department was provided to each Board of Supervisors member for

their knowledge.

PUBLIC COMMENT

None to note.

With no further business, the meeting was adjourned by Chairman Stefanowicz at 9:25 PM and the full Board of Supervisors entered into an Executive Session regarding personnel matters.

Respectfully submitted by: _____
Tiffany Strine, Recording Township Secretary