

**DOVER TOWNSHIP  
BOARD OF SUPERVISORS MEETING  
MINUTES  
June 25<sup>th</sup>, 2018**

The Dover Township Board of Supervisors' Meeting for Monday, June 25<sup>th</sup>, 2018, 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 Robert Stone, Stephen Parthree and Michael Cashman. Supervisor Charles Richards was absent with prior notice. Other Township Representatives in attendance were Charles Rausch; Township Solicitor, Terry Myers; Township Engineer, Laurel Oswalt, Township Manager; Michael Fleming, Township Public Works Director; Georgia Sprenkel; Township Zoning Officer and Tiffany Strine; Township Secretary. There were five 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 A BOARD OF SUPERVISORS EXECUTIVE SESSION WAS HELD PRIOR TO THIS EVENINGS REGULARLY SCHEDULED BOARD OF SUPERVISORS MEETING TO DISCUSS TOWNSHIP PERSONNEL MATTERS**

**INFORMATION ON EVENTS AND LOCAL ANNOUNCEMENTS**

**Manager Oswalt** – Manager Oswalt informed the Board of Supervisors and public present of upcoming Township functions. The Dover Township Annual “Take Me Fishing” Event hosted at Gifford Pinchot State Park in the Conewago Day Use Area has been rescheduled due to rain and will now be held June 28<sup>th</sup>, 2018 from 6:00 PM to 8:00 PM and is free to the public. June 25<sup>th</sup>, 2018 is the kick-off date for the Dover Township Summer Playground and Summer Preschool Programs at various Township park locations. Dover Township will be hosting a Summer Concert on July 7<sup>th</sup>, 2018, Summer Concert “Much Ado About Nothing” by OrangeMite Shakespeare at the Dover Township Community Park, beginning at 6:00 PM. Dover Township will be hosting a second Summer Concert on July 8<sup>th</sup>, 2018, Summer Concert KJO’s Two Beat Dames at the Dover Township Community Park beginning at 6:00 PM. Dover Township’s Old-Fashioned Carnival will be held on July 25<sup>th</sup>, 2018 from 4:00 PM to 8:00 PM at Brookside Park. A Public Night Sky Viewing will be held on July 27<sup>th</sup>, 2018 at 8:00 PM at Lehr Park.

**APPROVAL OF THE BOARD OF SUPERVISORS’ MEETING MINUTES FOR MAY 29<sup>TH</sup>, 2018**

**Motion** by S. Parthree and seconded by R. Stone to approve the Board of Supervisors’ Meeting Minutes for May 29<sup>th</sup>, as presented. **Passed** with 4 ayes

**TREASURER’S REPORT**

### **Approval of Current Expenditures**

**Motion** by R. Stone and seconded by M. Cashman to approve the warrant total for June 6<sup>th</sup>, 2018, in the amount of \$81,307.93 as presented. **Passed** with 4 ayes

**Motion** by R. Stone and seconded by M. Cashman to approve the warrant total for June 15<sup>th</sup>, 2018, in the amount of \$127,740.50 as presented. **Passed** with 4 ayes

**Motion** by R. Stone and seconded by M. Cashman to approve the warrant total for June 18<sup>th</sup>, 2018, in the amount of \$10,566.00 as presented. **Passed** with 4 ayes

**Motion** by R. Stone and seconded by M. Cashman to approve the warrant total for June 25<sup>th</sup>, 2018, in the amount of \$207,608.98 as presented. **Passed** with 4 ayes

### **PUBLIC COMMENT**

#### **Mr. Timothy Pasch – Owner of The Seasons Development on Fox Run Road, Dover**

Mr. Pasch stated that he owns The Seasons Development on Fox Run Road in Dover and that he is exploring options for the development. Mr. Pasch stated that he had met with Georgia Sprenkle, Zoning Officer, Engineer Terry Myers from C.S. Davidson and Attorney Charles Rausch with Blakey, Yost, Bupp and Rausch regarding The Seasons Development and possible future endeavors with the development. Mr. Pasch stated that in order to move onto complete the final phasing of The Seasons Development, he is hoping to have verbiage removed from his current plans that may hinder his future developments with the property.

The development plans originally contain the following verbiage: “12. FOR PURPOSES OF RESOLVING DENSITY CONCERNS REGARDING THIS PROJECT, THE DEVELOPER AND DOVER TOWNSHIP HAVE AGREED THAT LOT #166 IS TO BE RESTRICTED TO ONE (1) SINGLE FAMILY RESIDENTIAL DWELLING AND CANNOT BE SUBDIVIDED OR FURTHER DEVELOPED BEYOND THE PERMITTED ONE (1) SINGLE FAMILY DWELLING UNIT.”

Mr. Pasch his desire for more roadway access. Mr. Pasch would like to have the above referenced verbiage removed from his plan in hopes of avoiding any conflicts in furthering advancing his plans for the final phasing of The Seasons Development. Mr. Pasch stated that by removing the verbiage, he is not planning to re-design the already approved lot density and structure, but simply trying to make everything work together in a more logical fashion.

Mr. Myers suggested the drafting of an agreement instead of having to re-record the plan and feels as though this has been common practice in the past between the Township and the Developer. Mr. Myers added that it would seem to prove the best practice so that the Developer does not encounter any future problems during development.

**Board consensus was reached, and it was collectively determined to remove Note Number 12 from The Seasons Development, Phase 1 Plan.**

## **SOLICITOR'S REPORT by Attorney Charles Rausch**

### **County Fines Disbursement Issue**

Attorney Rausch briefed the Board of Supervisors on recent updates regarding the incorrect traffic fine disbursements issue. The York County Solicitor, Glenn Smith, is currently working with the seven (7) over paid municipalities to resolve this matter. Once complete, Attorney Rausch stated that hopefully in the next month, meetings will be held to begin to seek resolve for the underpaid municipalities.

### **Intermediate Avenue Project Letter Agreement**

The Township has received a second revised Letter Agreement from Dover Highlands, LP involving Dover Township and the Dover Area School District regarding the intent to create an agreement of understanding between all three of these parties relating to the potential extension of Intermediate Drive in Dover Township from West Canal Road to Route 74. The Dover Area School District reviewed and made revisions to the Letter Agreement. The Dover Area School District's solicitor provided a few comments regarding the Letter Agreement. The Dover Area School District wants to make it clear that the Dover Area School District will not be paying for Dover Highlands, LP's portion. The Dover Area School District would also like to participate in its own bidding process for their portion of the project construction.

The Letter Agreement entails timeframes and areas of land to still be distinguished. Review of the Letter Agreement is still ongoing and future progress will be reported as soon as it presents itself.

**Motion** by S. Parthree and seconded by R. Stone to approve the Letter Agreement from Dover Highlands, LP involving Dover Township and the Dover Area School District as revised, as presented. **Passed** with 5 ayes

## **MANAGER'S REPORT by Township Manager Laurel Oswalt**

### **Waiver of Columbia Gas Highway Occupancy Permit Fees**

Board approval is being sought to waive the fees associated with the Highway Occupancy Permits that are necessary for Columbia Gas to relocate their gas lines from behind the Township Building. This request is being made because the Township feels as though Columbia Gas is working with the Township in conjunction with the Township requests to have the line relocated to benefit both the Eagle View Park and the Dover Township Public Works Garage Projects.

**Motion** by R. Stone and seconded by C. Richards to waive Columbia Gas Highway Occupancy Permit Fees, as presented. **Passed** with 5 ayes

## **Resolution No. 2018-15 Authorizing an Application to DCED Commonwealth Financing Authority for a GTRP Grant**

This particular program is entitled Greenways, Trails and Recreation Program and the grant maximum is two hundred fifty thousand (\$250,000.00) dollars with a match of fifteen percent (15%). The Township is applying for the full two hundred fifty thousand (\$250,000.00) dollars. This grant would help to pay for some of the trails, bridges and twelve (12) educational signs.

**Motion** by C. Richards and seconded by S. Parthree to approve Resolution No. 2018-15 authorizing an application to DCED Commonwealth Financing Authority for a GTRP Grant, as presented. **Passed** with 5 ayes

**Resolution No. 2018-16 Authorizing an Application to DCED Commonwealth Financing Authority for a FMP Grant**

This particular program is entitled the Flood Mitigation Program and the grant maximum is five hundred thousand (\$500,000.00) dollars. The Township is applying for the full five hundred thousand (\$500,000.00) dollars with a match of fifteen percent (15%). The DCED Commonwealth Financing Authority GTRP Grant could potentially fund the earthwork and excavation for the Floodplain Project that is required to be completed under the York County Chesapeake Bay Pollution Reduction Plan.

**Motion** by S. Parthree and seconded by R. Stone to approve Resolution No. 2018-16 authorizing an application to DCED Commonwealth Financing Authority for a FMP Grant, as presented. **Passed** with 5 ayes

**Resolution No. 2018-17 Authorizing an Application to DCED Commonwealth Financing Authority for a WRPP Grant**

This particular program is entitled the Watershed Restoration and Protection Program and the grant maximum is three hundred thousand (\$300,000.00) dollars. The Township is applying for the full amount with a match of fifteen percent (15%). This grant could potentially fund the mobilization, floodplain grade control structures, E & S Control and temporary stabilization, seeding and permanent stabilization, floodplain and side-slope plating and meadow buffers.

**Motion** by S. Parthree and seconded by C. Richards to approve Resolution No. 2018-17 authorizing an application to DCED Commonwealth Financing Authority for a WRPP Grant, as presented. **Passed** with 5 ayes

**PUBLIC WORKS GARAGE PROJECT**

**Approval of Payment #1 to Mid-State Mechanical/Electrical**

The Township is requesting Board approval of Payment #1 to Mid-State Mechanical/Electrical, Payment #1 in the amount of one thousand nine hundred fifty nine dollars and thirty cents (\$1,959.30).

**Motion** by R. Stone and seconded by S. Parthree to approve Payment #1 to Mid-State Mechanical/Electrical in the amount of one thousand nine hundred fifty nine dollars and thirty

cents (\$1,959.30), as presented. **Passed** with 5 ayes

### **Approval or Rejection of Change Order No. 1 from ECI Requesting a Time Extension of 22 Days**

ECI presented a letter from the President of ECI stating the reasons for requesting their extension. Public Works Director, Mr. Michael Fleming, stated that the rationale offered revolves around timelines indicated in documents; however, Core Design Group, Inc. had indicated at the initial Progress Meeting that there needed to be legitimate reasoning for the delay. The legitimate reasons constituted weather conditions, the manufactured building being delayed and etc. The Township is recommending that the time extension be denied as the contractors still have adequate time to make up these 22 days over the next five to six months.

Chairman Stefanowicz voiced his views in wanting to avoid any adversarial actions with this being just the beginning of the project.

R. Stone made note that with impending winter weather conditions given the current time frame, the need to drive the project forward in a timely manner is present.

**Motion** by S. Parthree and seconded by C. Richards to reject Change Order No. 1 from ECI Requesting a Time Extension of 22 Days, as presented. **Passed** with 4 ayes and 1 nay with opposition by Chairman Stefanowicz

### **OLD BUSINESS**

**None.**

### **COMMENTS FROM THE BOARD**

**C. Richards** – C. Richards thanked Mr. Fleming for presenting the great images of the Wastewater Treatment Plant's annual open house. The Wastewater Treatment Plant offers an educational tour to the fifth graders from Dover Area School District every year.

**S. Parthree** – S. Parthree informed the Board of a potential candidate applying for the Dover Township Industrial/Commercial Development Committee. S. Parthree added that he is a commercial developer whom resides in Dover Township. S. Parthree stated that this particular individual commended Dover Township on its great working relationship with the public.

**R. Stone** – R. Stone wanted to extend a special appreciation to the newest additions to the Sewer Authority. R. Stone stated that the new members are doing an excellent job in their new roles and that the Sewer Authority is making great accomplishments currently and R. Stone foresees a great future for the Sewer Authority.

**M. Cashman** – M. Cashman stated that the Northern York County Regional Police Department is doing great things and an awesome job in their duties.

**PUBLIC COMMENT**

**None to note.**

With no further business, the meeting was adjourned by Chairman Stefanowicz at 8:30 PM.

Respectfully submitted by: \_\_\_\_\_  
Tiffany Strine, Recording Township Secretary