

**DOVER TOWNSHIP  
BOARD OF SUPERVISORS MEETING  
MINUTES  
NOVEMBER 26, 2018**

The Dover Township Board of Supervisors' Meeting for Monday, November 26, 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 Stephen Stefanowicz, Stephen Parthree, Charles Richard, Robert Stone, and Michael Cashman. Other Township Representatives in attendance were Charles Rausch, Township Solicitor; Laurel Oswalt, Township Manager; Michael Fleming, Township Public Works Director; Georgia Sprenkel, Township Zoning Officer; Terry Myers, Township Engineer; Cory McCoy, C.S. Davidson; Tiffany Strine, Township Secretary and Mackenzie Adams, Township Billing Clerk. 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 stated that an Executive Session was held prior to the beginning of this evening's Board meeting for the purposes of discussing Personnel Matters.**

**APPROVAL OF THE BOARD OF SUPERVISORS' WORK SESSION MEETING  
MINUTES FOR OCTOBER 22, 2018**

**Motion** by S. Parthree and seconded by M. Cashman to approve the Board of Supervisors' Work Session Meeting Minutes for October 22, 2018, as presented. **Passed** with 5 ayes.

**APPROVAL OF THE BOARD OF SUPERVISORS' MEETING MINUTES FOR  
OCTOBER 22, 2018**

**Motion** by M. Cashman and seconded by C. Richard to approve the Board of Supervisors' Meeting Minutes for October 22, 2018, as presented. **Passed** with 5 ayes.

**TREASURER'S REPORT**

**Approval of Current Expenditures**

**Motion** by R. Stone and seconded by S. Parthree to approve the wire transfer for October 24, 2018, in the amount of \$1,253,525.10. **Passed** with 5 ayes.

**Motion** by R. Stone and seconded by S. Parthree to approve the warrant total for October 29, 2018, in the amount of \$65,193.10. **Passed** with 5 ayes.

**Motion** by R. Stone and seconded by S. Parthree to approve the warrant total for October 26, 2018, in the amount of \$513,720.02. **Passed** with 5 ayes.

**Motion** by R. Stone and seconded by S. Parthree to approve the warrant total for November 9, 2018, in the amount of \$356,398.49. **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. Dover Township will be holding its Annual Christmas in the Park on December 1, 2018 from 5:00 PM – 8:00 PM at Brookside Park.

Manager Oswalt informed the Board of Supervisors and public present there is a vendor show on December 8, 2018 from 10:00 AM – 3:00 PM at the Dover Township Community Building.

Manager Oswalt informed the Board of Supervisors and public present there is a bus trip to New York City on December 8, 2018. This bus trip is sold out.

### **PUBLIC COMMENT**

#### **Steven Hovis, Stock and Leader and Jamie Schlesinger, PFM – Ordinance No. 2018-04**

Mr. Steven Hovis and Mr. Jamie Schlesinger were present for the presentation of the ordinance 2018-04 to borrow an additional two million dollars (\$2,000,000.00) for the purposes of completing the Public Works Garage Project and other Public Works Projects as directed by the Board of Supervisors.

**Motion** by R. Stone and seconded by C. Richards to approve ordinance No. 2018-04 for 2018 borrowing. **Passed** with 5 ayes.

### **ZONING OFFICER'S REPORT by Township Zoning Officer Georgia Sprenkel**

#### **Approval of Plan 15-4 – 3025 Carlisle Road – Land Development Plan – New Revision**

Todd Magiera, Kimley-Horn Associates, presented Plan 15-4 – 3025 Carlisle Road. This will be the location for the new Lidl's Store. Mr. Magiera stated the initial plan was to do a complete tear down of the existing building and rebuild a new building. Mr. Magiera stated Lidl reevaluated and identified that they can reuse the existing building. Mr. Magiera stated the new zoning plan will be a less than 20% change to the existing building and decreasing the building size. Lidl is only looking to occupy 25,000 square feet of the 40,000 square feet of the existing building. Mr. Magiera stated there is not currently a plan for the other half of the building; however, they will put up a partition wall.

Terry Myers, Township Engineer, stated this zoning plan will be filed with the existing building permit plan. Mr. Myers stated since Lidl is going to use the existing building and make very few

changes to the building, this doesn't qualify as a Land Development Plan. Mr. Myers stated Lidl will have to go through the formal withdrawal process of the original Land Development Plan.

No motions were made. This was an update to the original plan.

**Plan 18-9 – Mildred Gilbert – 610 Kunkles Mill Road – 4 Lot Subdivision – Agricultural Zone**

Mr. Ron Gilbert presented Plan 18-9 Gilbert, Mildred S. – 610 Kunkles Mill Road (#18-09) Engineer's Project No. 1619.3.07.27. Plan 18-9 Mildred Gilbert is being presented tonight for waiver requests and plan approval. C.S. Davidson, Inc. has reviewed the Mildred Gilbert subdivision plan, revised September 24, 2018, prepared by D.A. Hoffman Surveying. The waiver requests being made are as follows: 1.) § 22-704.b – Sufficient cartway widths to meet requirements of Table 22-7-1 2.) § 220-706 – Provide location and description of existing/proposed survey monuments.

**Motion** by R. Stone and seconded by C. Richards to approve the following waiver for Plan 18-9 Mildred Gilbert, 610 Kunkles Mill Rd, 4-Lot Subdivision, 1.) § 22-704.b – Sufficient cartway widths to meet requirements of Table 22-7-1. S. Parthree **abstained** from voting. **Passed** with 4 ayes.

**Motion** by R. Stone and seconded by C. Richards to approve the following waiver for Plan 18-9 Mildred Gilbert, 610 Kunkles Mill Rd, 4-Lot Subdivision, 1.) § 22-706 – Provide location and description of existing/proposed survey monuments. S. Parthree **abstained** from voting. **Passed** with 4 ayes.

**Motion** by R. Stone and seconded by M. Cashman to approve the Plan 18-9 Mildred Gilbert, 610 Kunkles Mill Rd, 4-Lot Subdivision subject to a statement be added to the plan, along with the Engineer's/Surveyor's seal, signature, and date, certifying that he has been to the side and observed the present condition and that the plan indicates the actual condition of the side (§ 22-501-2.F), and revised deeds for the combined lots be provided. S Parthree **abstained** from voting. **Passed** with 4 ayes.

**ENGINEER'S REPORT** by Township Engineer Terry Myers – **None to note.**

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

**Ratification of the Approval of the Nutrient Credit Sale Agreement with Republic Services of Pennsylvania, LLC**

The Wastewater Treatment Plant had nutrient credits available for sale, as they did last year. The agreement had to be filed with DEP by November 19. Tony Biese, Wastewater Treatment Plant, obtained the appropriate signatures to submit the agreement.

**Motion** by R. Stone and seconded by C. Richards to ratify and confirm the approval of the Nutrient Credit Sale agreement with Republic Services of Pennsylvania, LLC, as presented. **Passed** with 5 ayes.

### **T-Mobile Lease Amendment Proposals**

Manager Oswalt reported that the Township received a new set of offers from T-Mobile. These offers are in response to the counteroffer the Board sent over to T-Mobile in February. The Board discussed the options and decided to not change the current agreement with T-Mobile.

### **Approval of Resolution No. 2018-25 Adopting the 2019 Budget**

**Motion** by S. Parthree and seconded by M. Cashman to approve Resolution No. 2018-25, as presented. **Passed** with 5 ayes.

### **Approval of Resolution No. 2018-26 Setting the Real Estate Tax Rate for 2019**

**Motion** by R. Stone and seconded by C. Richards to approve Resolution No. 2018-26, as presented. **Passed** with 5 ayes.

The Board discussed the information that will go in the informational letter being placed in the winter newsletter regarding the Real Estate Tax Rate for 2019.

### **Approval of Resolution No. 2018-27 Establishing Tax Rates for Taxes other than Real Estate**

**Motion** by S. Parthree and seconded by R. Stone to approve Resolution No. 2018-27, as presented. **Passed** with 5 ayes.

### **PUBLIC WORKS GARAGE UPDATE(S)**

#### **Approval of Payment Request from ECI in the amount of \$610,734.80**

**Motion** by R. Stone and seconded by C. Richards to approve payment request from ECI in the amount of \$610,734.80, as presented. **Passed** with 5 ayes.

#### **Approval of Payment Request from Mid-State Electrical in the amount of \$239,546.01**

**Motion** by M. Cashman and seconded by S. Parthree to approve payment request from Mid-State Electrical in the amount of \$239,546.01, as presented. **Passed** with 5 ayes.

#### **Approval of Payment Request from Mid-State Mechanical in the amount of \$70,688.61**

**Motion** by C. Richards and seconded by R. Stone to approve payment request from Mid-State Mechanical in the amount of \$70,688.61, as presented. **Passed** with 5 ayes.

**Approval of Payment Request from R.B. Smith Plumbing in the amount of \$61,029.90**

**Motion** by R. Stone and seconded by C. Richards to approve payment request from R.B. Smith Plumbing in the amount of \$61,029.90, as presented. **Passed** with 5 ayes.

**Approval of ECI Change Order No. 9 in the amount of \$36,436.00 and Approval of a Time Extension of seven (7) days**

**Motion** by M. Cashman and seconded by R. Stone to approve ECI Change Order No. 9 in the amount of \$36,436.00 and approval of a time extension of seven (7) days to be added to the total project completion date of December 15, 2018, as presented. **Passed** with 5 ayes.

**Approval of ECI Change Order No. 10 in the amount of \$13,126.00 and Approval of a Time Extension of one (1) day**

**Motion** by C. Richards and seconded by S. Parthree to approve ECI Change Order No. 10 in the amount of \$13,126.00 and approval of a time extension of one (1) day to be added to the total project completion date of December 15, 2018, as presented. **Passed** with 5 ayes.

**Approval of ECI Change Order No. 11 in the amount of \$4,205.00 and Time Extension of zero (0) days**

Manager Oswalt asked the Board to table until next meeting to get verification on the amount and work being done.

**Motion** to table until next meeting by S. Parthree and seconded by C. Richards to table ECI Change Order No. 11 in the amount of \$4,205.00 and a time extension of zero (0) days to be added to the total project completion date of December 15, 2018, as presented. **Passed** with 5 ayes.

**Approval of R.B. Smith Change Order No. 3 in the amount of \$12,412.00 to Provide Roof Drainage on Existing Garage Roof**

**Motion** by C. Richards and seconded by R. Stone to approve R.B. Smith Change Order No. 3 in the amount of \$12,421.00 to provide roof drainage on existing garage roof, as presented. **Passed** with 5 ayes.

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

**Discuss Richard Cohen Stream Bank Issue**

M. Fleming stated that Richard Cohen, who lives at 3083 Honey Run Dr, reached out to him issues regarding the stream bank located adjacent to his home. M. Fleming stated there is a program through EMA where the Federal Government will pay to stabilize the stream bank if the stream bank is located within 50 feet of the home. M. Fleming stated USDA will pay 75% and

DEP will pay 25% of the costs associated with the stabilization of the stream bank. M. Fleming stated the only requirement needed from the Township is the Township to be the project sponsor. This would require the Township to bid out the project. Permitting and design is all covered through the program.

**Approval of Water Budget Change**

M. Fleming stated that the Nitrate sensors at Well # 10 need to be replaced. M. Fleming stated this was not an item on 2018 budget; however, there was an item on the 2018 budget for metering equipment in the amount of \$25,000.00. M. Fleming stated that the metering equipment is still good for another year, and the sensors need to be replaced.

**MS4 UPDATE – None to note.**

**OLD BUSINESS – None to note.**

**COMMENTS/ NEW BUSINESS FROM BOARD OF SUPERVISORS –**

**S. Parthree** – S. Parthree reported that the Senior Center is still looking to construct a new facility on a lot located on Donwood Drive in Dover Township.

**C. Richards** – C. Richards reported that all buses were able to get students home during the snow storm on November 15, 2018. He stated that some buses did get stuck and required some extra help with getting students home.

**COMMENTS FROM PUBLIC PRESENT – None to note.**

With no further business, the meeting was adjourned by Chairman Stefanowicz at 8:45 PM.

Respectfully submitted by: \_\_\_\_\_  
Mackenzie Adams