

**DOVER TOWNSHIP**  
**BOARD OF SUPERVISORS MEETING**  
**MEETING MINUTES**  
**JULY 22<sup>ND</sup>, 2019**

The Dover Township Board of Supervisors' Meeting for Monday, July 22<sup>nd</sup>, 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. Township Representatives in attendance were Charles Rausch; Township Solicitor, Laurel Oswalt, Township Manager, Terry Myers; Township Engineer, Cory McCoy; C.S. Davidson, Inc., John McLucas, Township Zoning Officer; Michael Fleming; Township Public Works Director and Tiffany Strine; Township Secretary. There was one citizen 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 Work Session was held prior to the regular Board of Supervisors meeting for this evening. The Work Session held was regarding the Joint Comprehensive Planning Separate or Together with Mr. Timothy Staub.

**APPROVAL OF THE BOARD OF SUPERVISORS' MEETING MINUTES FOR JUNE 24<sup>TH</sup>, 2019**

**Motion** by R. Stone and seconded by C. Richards to approve the Board of Supervisors' Meeting Minutes for June 24<sup>th</sup>, 2019, 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 warrant total for June 25<sup>th</sup>, 2019, in the amount of \$11,844.87 as presented. **Passed** with 5 ayes

**Motion** by R. Stone and seconded by S. Parthree to approve the warrant total for July 11<sup>th</sup>, 2019, in the amount of \$338,121.13 as presented. **Passed** with 5 ayes

**Motion** by R. Stone and seconded by S. Parthree to approve the warrant total for July 18<sup>th</sup>, 2019, in the amount of \$106,707.28, as presented. **Passed** with 5 ayes

**Motion** by R. Stone and seconded by S. Parthree to approve the warrant total for July 18<sup>th</sup>, 2019, in the amount of \$927.51 **2017 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. Manager Oswalt announced that on July 24<sup>th</sup>, 2019 is Dover Township's Old-Fashioned Carnival at Brookside Park from 4:00PM to 8:00PM. July 31<sup>st</sup>, 2019 Dover Township will be offering a Back to School Essential Oils Class at the Log House from 6:30PM to 8:00PM. The Annual National Night Out event will be held on August 6<sup>th</sup>, 2019 at the Dover Borough Fire Department from 5:30PM to 8:30PM. A Movie in The Park movie night will be held on August 8<sup>th</sup>, 2019, at Lehr Park, at dusk, showing Jumanji (2017). August 11<sup>th</sup>, 2019 the Dover Township Summer Concert Series will be held at the Dover Community Park Gazebo from 6:00PM to 8:00PM, featuring the Spring Garden Band. A Movie in The Park movie night will be held on August 22<sup>nd</sup>, 2019, at Lehr Park, at dusk, showing the Incredibles 2. Dover Township will be hosting a bus trip on July 27<sup>th</sup>, 2019 to Philadelphia and a bus trip on August 17<sup>th</sup>, 2019 in the form of a Wine and Brew Tour.

## **PUBLIC COMMENT**

### **Mr. Michael and Mrs. Wendy Landis – 4071 South Salem Church Road, Dover**

Mr. Landis is a resident of Dover Township whom resides at 4071 South Salem Church Road. Mr. Landis stated that himself and his wife have recently purchased the property located at 4071 South Salem Church Road, approximately two (2) years ago. Originally the property was subdivided off the surrounding Meisenhelder property years ago. Mr. Landis stated that he has recently discovered past Planning Commission meeting minutes where a potential zoning change from Agricultural to R1 Zoning was requested on the surrounding property. Mr. Landis voiced concerns stating that he currently owns and operates a local business with many employees, near the potential zoning change area. The potential zoning change depicted would affect his local business. Mr. Landis would like to inquire as to the validity of the information that he is presenting.

Manager Oswalt stated that a letter was provided to all Dover Township Board of Supervisors members during the past Dover Township Board of Supervisors meeting informing the Board that this property is currently zoned Agricultural and is within the 2030 Comprehensive Plan's future Growth Boundary to be made into an R1 Zoning classification. Manager Oswalt stated that the area is within the Plan to become an R1 Zoning classification at some point, the Meisenhelder Estate requested that this matter be looked into by the Planning Commission. A formal zoning application has not come forth regarding this matter.

Dover Township Zoning Officer Mr. John McLucas stated that the Attorney for the Meisenhelder Estate seemed to be looking into the aforementioned matter and was seeking information. Mr. McLucas stated that the Planning Commission felt as though Dover Township already contains developments that should already be built out and that if there is a designated area, the Planning Commission would rather see R1 Zoning classification and development versus an R3 or R4 Zoning that consists of a higher density. Mr. McLucas added that no formal decision was made on this matter by the Planning Commission; however, the Planning Commission was receptive to the information presented.

C. Richards inquired as to the status of a preexisting local business being located in the area being discussed and that if Mr. Landis's business is located in this area, what could happen should the proposed zoning change occur?

Mr. McLucas stated that any currently existing operations are protected and allowed to continue within specific provisions of the Subdivision and Land Development Ordinance. Mr. McLucas stated that if a potential rezoning were to be proposed for the property surrounding Mr. Landis's property, Mr. Landis would be contacted.

#### **ENGINEER'S REPORT by Cory McCoy with C. S. Davidson**

A report was presented.

**Nothing to note.**

#### **ZONING OFFICER'S REPORT by Township Zoning Officer John McLucas**

A report was presented.

**Nothing to note.**

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

##### **Approve Resolution No. 2019-12 Regarding the Right to Know Law**

**Motion** by C. Richards and seconded by R. Stone to approve Resolution No. 2019-12 regarding the Right to Know Law, as presented. **Passed** with 5 ayes

##### **Approval of Resolution No. 2019-14 Regarding the Municipal Assistance Program**

Resolution No. 2019-14 pertains to a grant for the Municipal Assistance Program through the Department of Community and Economic Development. After the completion of the Joint Comprehensive Plan, Dover Township will then be applying for the necessary Zoning updates and official Mapping updates as a result and this grant will aid in this process.

**Motion** by R. Stone and seconded by M. Cashman to approve Resolution No. 2019-14 regarding the Municipal Assistance Program, as presented. **Passed** with 5 ayes

##### **Consideration of 2564 Municipal Road Appraisal Authorization**

Dover Township has been contacted by an adult child of the property owner of 2564 Municipal Road. The owner of the property is now in a convalescent home and the family is currently in the process of cleaning the house out, to then ready for selling.

The property of 2564 Municipal Road is appropriately inline with Dover Township property currently owned near the Dover Township Golf Course property where Dover Township property will allow for the implementation of the new road.

An appraisal would need to occur on the property located at 2564 Municipal Road and would cost an estimated three hundred and seventy-five (\$375.00) dollars to have completed. After the appraisal process, Dover Township could potentially offer the appraised value of the property for

purchase.

**The full Board of Supervisors collectively agreed that the Board would like to pursue this matter.**

**Motion** by S. Parthree and seconded by R. Stone to approve an appraisal of 2564 Municipal Road, as presented. **Passed** with 5 ayes

### **Consideration of the Pennoi Proposal for Pre-Emption at South Salem Church Road and Davidsburg Road**

The Dover Township Fire Department was previously involved in an accident at the intersection of South Salem Church Road and Davidsburg Road. A request was made for Dover Township to consider installing a pre-emption device at the South Salem Church Road and Davidsburg Road intersection. In proper order to install a pre-emption device, studies must be performed to obtain permitting to install the device.

**Motion** by C. Richards and seconded by M. Cashman to approve the Pennoi Proposal for Pre-Emption at South Salem Church Road and Davidsburg Road, as presented. **Passed** with 5 ayes

### **Discuss Architects for Fire Department Dorm Upgrades**

Manager Oswalt stated that she, Mr. Michael Fleming and Mr. Wayne Latchaw have been in talks with various architects as to cost proposals for dorm upgrades for the Dover Township Fire Department. Various architects are to be providing proposals for the Dover Township Fire Department Dorm upgrades, being proposed, to assess pricing and experience.

**The full Board of Supervisors agreed to move forward in obtaining architectural proposals for the proposed Dover Township Fire Department dorm upgrades for budget consideration.**

### **PUBLIC WORKS GARAGE REPORT by Township Public Works Director Michael Fleming**

#### **Approval of Sale of Additional Items on MUNCIBID**

Mr. Fleming informed the Board of Supervisors that additional Dover Township property is being proposed for sale and consists of the following items: 1.) Air Compressor, 2.) Valve Exerciser, 3.) Telephone System, 4.) Leaf Blower. The addition of the items being proposed will add to the total number of items being advertised for sale on MUNCIBID will now equate to sixteen (16) items. Mr. Fleming informed the Board of Supervisors that the MUNCIBID sale commences on August 15<sup>th</sup>, 2019 at 9:00 AM.

**Motion** by R. Stone and seconded by C. Richards to approve the sale of additional items on MUNCIBID and are as follows: 1.) Air Compressor, 2.) Valve Exerciser, 3.) Telephone System, 4.) Leaf Blower, as presented. **Passed** with 5 ayes

### **Approval of Rohlers Church Road Bridge, No. 426 Replacement**

Mr. Fleming informed the Board of Supervisors that the Rohlers Church Road Bridge, No. 426 Replacement TSL (Type Size and Location) Report has now been made available. The TSL Report contains C.S. Davidson recommendations as well. The recommendation has been made to replace the existing structure with a precast concrete box culvert that has an expected life of fifty (50) years and an estimated cost of six hundred thousand (\$600,000.00) dollars.

**Motion** by M. Cashman and seconded by S. Parthree to approve to move forward with the precast concrete box culvert that is recommended by the TSL Report from C.S. Davidson for the Rohlers Church Road Bridge, No. 426 Replacement, as presented. **Passed** with 5 ayes

### **Fox Run Road Guiderail**

Mr. Fleming stated that at the intersection of Fox Run Road and Fox Ridge Court, concerns were made to the materials that are currently present and in need of repair. Mr. Fleming provided a proposal from Pennoni Associates to provide the necessary guiderail design at the cost of five thousand one hundred dollars (\$5,100.00).

**Motion** by M. Cashman and seconded by R. Stone to approve the Fox Run Road Guiderail proposal from Pennoni Associates in the amount of five thousand one hundred dollars (\$5,100.00), as presented. **Passed** with 5 ayes

### **Approval of Traffic Engineering Studies Proposal**

Mr. Fleming informed the Board of Supervisors on much needed engineering and traffic studies within Dover Township. Mr. Fleming stated that there are approximately thirty-eight (38) locations that are in possible need of stop signs, speed signage, no parking signage, curve signage. The areas in need of updated signage include roadways that Dover Township had newly adopted or acquired. The studies being proposed are mandated to move forward with the necessary signage implementation.

**Motion** by M. Cashman and seconded by C. Richards to approve the Pennoni Associates Traffic Engineering Studies proposal, to provide studies at thirty-eight (38) locations within Dover Township in the amount of twenty-eight thousand (\$28,000) dollars, as presented. **Passed** with 5 ayes

### **MS4 Update**

None to note.

### **Old Business**

#### **Mr. Kregg Landis – Dover Township Resident – 3520 Fox Run Road – Fox Run Road Curve**

Mr. Kregg Landis is a Dover Township resident residing at 3520 Fox Run Road. Mr. Landis

attended this evenings meeting to address the status of the Fox Run Road curve.

Mr. Fleming provided the Board of Supervisors with a report from the Northern York County Regional Police Department from May 30<sup>th</sup>, 2019. Mr. Fleming has also provided a Curve Speed Study from September 24<sup>th</sup>, 2014. After receipt and review of the aforementioned information, Mr. Fleming noted that the surface material on Fox Run Road may be in need of action. Mr. Fleming stated that there were four (4) crashes over the past five (5) years detailed within the Northern York County Regional Police Department report and that this information did not constitute an increase as compared to studies that were done previously. Mr. Fleming added that three of the accidents noted within the Northern York County Regional Police Department report noted wet pavement. In 2014, a recommendation was made to have micro-surfacing placed on the curve in this location.

Mr. Landis addressed the Board of Supervisors of his concerns for safety regarding the Fox Run Road curve. Mr. Landis added that speed is a consistent concern for the Fox Run Road curve location.

R. Stone inquired upon the liability of the installation of a guide rail at the location of the Fox Run Road curve.

Attorney Rausch stated that the performed traffic study does not warrant the installation of a guiderail at the location of the Fox Run Road curve, thus the implementation of such resulting in adverse liability upon Dover Township.

C. Richards noted to have Board Supervisor and Northern York County Regional Police Commission Liaison M. Cashman to inform the Northern York County Regional Police Department of the speed concerns in the area of Fox Run Road.

The Board of Supervisors suggested to have Mr. Fleming to add the Fox Run Road curve to the Pennoni Studies being performed within Dover Township to provide Dover Township with the best option possible to remedy the issue being proposed.

**Motion** by S. Parthree and seconded by R. Stone to approve to add the location of the Fox Run Road curve to the Pennoni Associates Traffic Engineering Studies proposal, to provide suggestion for remedy if applicable to the Fox Run Road curve, as presented. **Passed** with 5 ayes

## **COMMENTS FROM THE BOARD**

**R. Stone** – R. Stone extended a genuine thank you to Mr. Tony Biese at the Dover Township Wastewater Treatment Plant for his hard work with regards to the attention that he has raised to the concerns of flushable wipes.

**S. Parthree** – S. Parthree provided an update on the Senior Center. S. Parthree stated that the Senior Center would like to extend a sincere thank you to the Dover Township Board of Supervisors for their efforts in the Senior Centers new expansion. S. Parthree was informed that

the Dover Township Board of Supervisors will be honored for their efforts in the form of a plaque at the location of the new senior center.

**PUBLIC COMMENT**

**None to note.**

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

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