

**DOVER TOWNSHIP  
BOARD OF SUPERVISORS MEETING  
MEETING MINUTES  
SEPTEMBER 9<sup>TH</sup>, 2019**

The Dover Township Board of Supervisors' Meeting for Monday, September 9<sup>th</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 and Charles Richards. Supervisor Michael Cashman was absent. Township Representatives in attendance were Charles Rausch; Township Solicitor, 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 regular Board of Supervisors meeting for this evening. The Executive Session held was regarding potential Real Estate acquisition.

**PRINTING OF THE BOARD OF SUPERVISORS MATERIALS**

Chairman Stefanowicz had inquired with all Board members as to their thoughts on no long printing materials for the Board of Supervisors Meeting packets with regards to Board of Supervisor Work Session and Board of Supervisor Meeting Minutes. The specified minutes would no longer be printed for the Board of Supervisors packet; however, the full Board of Supervisors will be presented with the necessary record of minutes in an electronic format. Chairman Stefanowicz added that this process could be done in an effort to save on printing. Draft Copies of the minutes will still be made available to all public present.

**Board consensus was reached, and it was collectively determined to no longer print the Board of Supervisor Work Session and Board of Supervisor Meeting Minutes for the purposes of the Board of Supervisors informational packets.**

**APPROVAL OF THE BOARD OF SUPERVISORS' WORK SESSION MEETING MINUTES FOR AUGUST 26<sup>TH</sup>, 2019**

**Motion** by R. Stone and seconded by S. Parthree to approve the Board of Supervisors' Work Session Meeting Minutes for August 26<sup>th</sup>, 2019, as presented. **Passed** with 4 ayes

**APPROVAL OF THE BOARD OF SUPERVISORS' MEETING MINUTES FOR AUGUST 26<sup>TH</sup>, 2019**

**Motion** by R. Stone and seconded by S. Parthree to approve the Board of Supervisors' Meeting Minutes for August 26<sup>th</sup>, 2019, as presented. **Passed** with 4 ayes

## TREASURER'S REPORT

### Approval of Current Expenditures

**Motion** by C. Richards and seconded by S. Parthree to approve the warrant total for September 9<sup>th</sup>, 2019, in the amount of \$691.96, **2018 General Bond** as presented. **Passed** with 4 ayes

**Motion** by C. Richards and seconded by S. Parthree to approve the warrant total for September 9<sup>th</sup>, 2019, in the amount of \$309,243.11 as presented. **Passed** with 4 ayes

**Motion** by C. Richards and seconded by S. Parthree to approve the warrant total for September 9<sup>th</sup>, 2019, in the amount of \$528,715.23 as presented. **Passed** with 4 ayes

**Motion** by C. Richards and seconded by S. Parthree to approve the warrant total for August 30<sup>TH</sup>, 2019, in the amount of \$15,561.38 as presented. **Passed** with 4 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 September 22<sup>nd</sup>, 2019 an Essentials Oils 101 class will be held at the Dover Township Log House from 2PM to 4PM. On September 25<sup>th</sup>, 2019 an Essentials Oils – Pets class will be held at the Dover Township Log House from 6:30PM to 8PM. On September 14<sup>th</sup> thru September 16<sup>th</sup>, 2019 a Bus Trip will be hosted by Dover Township on a New York City Overnight trip. On September 21<sup>st</sup>, 2019, Dover Township will be hosting a Bus Trip to Sunfest in Ocean City, Maryland. The next Dover Township Comprehensive Plan meeting, for the Final Review of the plan, will be held on September 10<sup>th</sup>, 2019 at the Dover Community Building from 6PM to 8PM and on September 12<sup>th</sup>, 2019 at Dover Area Elementary School from 6PM to 8PM.

## PUBLIC COMMENT

### Andrew Johnson – 2627 Brownstone Manor, Dover – Fence Waiver Request

Mr. Johnson is a resident whom resides at 2627 Brownstone Manor, Dover. Mr. Johnson has applied for a Dover Township Permit to place a fence in his yard. The Dover Township Permit was denied due to a ten (10) foot portion of a stormwater easement that runs through the side of his property located at 2627 Brownstone Manor. A copy of Mr. Johnson's permit, accompanied by a site plan from the original construction project, were presented to the full Board of Supervisors.

Mr. Johnson addressed the Board of Supervisors with regards to his fence waiver request. Mr. Johnson stated that he is asking for the waiver to install a fence with the exception that if access must be granted to any necessary parties, the fence will then be removed. Mr. Johnson stated that he is seeking a fence for the benefit of his children and pets.

Attorney Rausch informed Mr. Johnson that approval of a waiver could be granted contingent

upon the execution and incorporation of a Dover Township Fence License Agreement.

**Motion** by R. Stone and seconded by S. Parthree to approve the waiver requested for the property located at 2627 Brownstone Manor, to erect the proposed fence herein stated in the current storm sewer easement areas in tandem with a completed Dover Township Fence Waiver Agreement, as presented. **Passed** with 4 ayes

### **Matt Lamparter – 4090 Bull Road, Dover – Nursery Road Concern**

Mr. Lamparter addressed his concern regarding Bull Road and Nursery Road. Mr. Lamparter stated that he has reached out to and has had Pennsylvania State Representative Seth Grove visit his property located at 4909 Bull Road to depict Mr. Lamparter's concerns. Mr. Lamparter stated that the Bull Road and Nursery Road are not built to maintain large truck traffic and he feels as though large truck traffic should not be allowed on Bull Road or Nursery Road. Mr. Lamparter stated that he has sent an image to Board of Supervisor members M. Cashman and C. Richards indicating a stormwater pipe near the roadway that has begun to cave inward. Mr. Lamparter stated that the area was patched; however, Mr. Lamparter stated that he feels that the pipe is beginning to cave in again. Mr. Lamparter stated that with the continuation of large truck traffic on Bull Road and Nursery Road, concerns and issues will continue. Mr. Lamparter added that speed is a large issue as well on the portion of the roadway nearest his property and at the intersection of Nursery Road and Bull Road. Mr. Lamparter added that he has reached out to Northern York County Regional Police Department to voice his concerns with speed and passing zones at this location and Mr. Lamparter stated that the Northern York County Regional Police Department have not detected any findings with regards to speed. Mr. Lamparter feels that there are many safety issues concerning the intersection of Bull Road and Nursery Road. Mr. Lamparter would like for Dover Township to research means of resolve for controlling the traffic at the intersection of Bull Road and Nursery Road.

R. Stone inquired as to what Mr. Lamparter would like Dover Township to do as a means of remedy to the situation herein described.

Mr. Lamparter stated that he feels the implementation of changing the intersection and creating more of an angle within the intersection may prove beneficial, to slow the flow of traffic. Mr. Lamparter referenced an Act from PENNDOT; known to him to be SATT's, that designates which are and which are not truck routes.

C. Richards stated that the area has been discussed previously and different scenarios were presented for resolve; however, the area in question encompasses a PENNDOT roadway which may hinder matters pending PENNDOTS stance.

### **Matt Lamparter – 4090 Bull Road – Park Use Regarding Local Churches**

Mr. Lamparter stated that he was present for a Dover Township Board of Supervisors meeting in which a local church was present and requesting the use of a Dover Township Park facility at no cost for a days' time. Mr. Lamparter stated that he was privy to certain information previously and the park in question was donated by his grandmother to Dover Township. Mr. Lamparter stated that he would like Dover Township honor the commitment to local churches, to be able to

honor his grandmother and step-grandfather's wishes, to allow local churches in the area the rental of one building, one time per year and the waiving of a fee to utilize a building within the specified Dover Township park.

The full Board of supervisors thanked Mr. Lamparter for his public comments.

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

#### **Approval of the 2020 Minimum Municipal Obligation to the Non-Uniform Pension Plan**

**Motion** by C. Richards and seconded by R. Stone to approve the 2020 Minimum Municipal Obligation to the Non-Uniform Pension Plan, as presented. **Passed** with 4 ayes

#### **Approval of Resolution No. 2019-17 Authorization of PENNDOT TE-160**

**Motion** by C. Richards and seconded by S. Parthree to approve Resolution No. 2019-17 authorization of PENNDOT TE-160, as presented. **Passed** with 4 ayes

#### **Approval of Resolution No. 2019-18 Opposing the Proposed Amendment to the Municipalities Planning Code Under House Bill 103**

Manager Oswalt informed the Board of Supervisors that she has received a letter regarding the matter of opposing the proposed amendment to the Municipalities Planning Code under House Bill 103 and that this matter was discussed during the previous Board of Supervisors Meeting on August 26<sup>th</sup>, 2019. Manager Oswalt stated that she has received a proposed resolution regarding this matter the very next day. Manager Oswalt stated that the passage and submittal of Resolution No. 2019-18 for this matter may prove most beneficial as to drafting and submitting of a letter as previously noted.

**Motion** by R. Stone and seconded by S. Parthree to approve Resolution No. 2019-18 Opposing the Proposed Amendment to the Municipalities Planning Code Under House Bill 103, as presented. **Passed** with 4 ayes

#### **Approval of Resolution 2019-19 Exonerating G.H. Harris for Uncollected Per Capita Taxes for the Years of 2004-2011**

**Motion** by S. Parthee and seconded by C. Richards to approve Resolution 2019-19 Exonerating G. H. Harris for Uncollected Per Capita Taxes for the Years of 2004-2011, as presented. **Passed** with 5 ayes

#### **Discuss Hilton Avenue and Virginia Avenue Water Line Project of 2010**

Manager Oswalt informed the Board of Supervisors that in 2010 a new water line was put in place on Hilton Avenue and Virginia Avenue. During this time, Dover Township required everyone whom was not connected in this location to connect. At this time, some residents were not prepared to connect to the water line installation project of 2010, thus the Board of Supervisors granted an extension of time for the effected residents; the opportunity was provided

to request an extension for five years by means of a letter to connect at a later time. During which time three individuals had submitted the proper request. Those that did not connect were liened for the value of the tapping fees. There are 3 properties that are currently liened. During a recent discovery, there has been two other properties that had never connected and that have never been liened. The properties were discovered during recent findings when the Dover Township Water Department was researching testing selection sites.

At this time there are three properties that are liened and two properties that have not been liened that need to be. Manager Oswalt stated that she is seeking Board input regarding this matter.

C. Richards inquired as to if the property owners in this matter must pay a tapping fee.

Manager Oswalt stated that the property owners must pay a tapping fee. In addition, Manager Oswalt stated that the property owners that were liened, were leaned for the value of the tapping fees at that time. Manager Oswalt added that there are also additional, greater costs associated with the overall connection process for the affected property owners.

C. Richards inquired as to the amount of the tapping fees currently.

Manager Oswalt stated that current tapping fees are three thousand three hundred forty-five (\$3,345.00) dollars. At the time of the water line project of 2010, the tapping fees were closer to two thousand dollars (\$2,000).

Manager Oswalt stated that in 2005, Dover Township had passed an ordinance stating that any individual within one hundred and fifty foot of sewer or water is required to connect. The matter was not enforced at the time when the water line project of 2010 came about.

R. Stone inquired with Manager Oswalt that the property owners in question were notified that the residents were part of the aforementioned process; however, the property owners were not liened.

Manager Oswalt stated that the property owners were notified that they had to connect.

R. Stone inquired with Manager Oswalt that the property owners in question were notified that they had five years to connect.

Manager Oswalt stated that she was unaware if the property owners in question were specifically notified that they had five years to connect.

R. Stone stated that Dover Township should discuss the options and the matters at hand with the affected residents. R. Stone added that any affected properties that are not currently liened should be notified and liened. Additionally, if a resident chooses not to connect, then that is the choice of the property owner and the liens will remain.

S. Parthree inquired as to Attorney Rausch's response on the aforementioned matter.

Attorney Rausch stated that Dover Township can either lien for lack of connection or force a connection with regards to the project of the 2010 water line connection of Hilton Avenue and Virginia Avenue.

R. Stone added that overall, the premise of building community service, everyone needs to participate to make systems such as water and sewer affordable. R. Stone stated that he understands the concern and the rights of property owners as well.

Chairman Stefanowicz stated that he feels as though residents whom choose to remain on well water, should have the right to do so. Chairman Stefanowicz added that he understands the necessary connections need required for sewer; however, not connections for water.

S. Parthree clarified with Manager Oswalt that she will notify the affected property owners of the matters discussed herein regarding connecting and/or the filing of liens against a property for failure to connect.

**Manager Oswalt stated that she wanted to inform the Board of Supervisors of the information regarding Hilton Avenue and Virginia Avenue Water Line Project of 2010 for the Board of Supervisors knowledge. Manager Oswalt stated that consistency needs to be pursued in this matter and that she will notify the necessary property owners regarding the matters of connecting or not connecting to the 2010 water line project.**

#### **MS4 Update**

M. Fleming announced that a Semi-Annual Stormwater Seminar on Rain Barrels will be held on September 18<sup>th</sup>, 2019, at 6:30PM, at the West Manchester Township Municipal Office.

#### **Old Business**

##### **Northern Regional Additional Manning for 2020**

After previous discussions regarding Northern York County Regional Police additional manning hours, Manager Oswalt stated that the next Northern York County Regional Police Commissioners meeting regarding these matters will be held soon and that the Board of Supervisors must now decide with regards to adding the additional manning hours for budgeting purposes.

R. Stone stated that he feels that according to recent studies and a lower call volume for Dover Township being presented in recent history, R. Stone feels that Dover Township should not currently take on additional Northern York County Regional Police manning hours.

C. Richards stated that he does not currently want to add the additional manning hours.

Chairman Stefanowicz and S. Parthree shared agreement with R. Stone on the matter.

**Board consensus was reached, and it was collectively determined not to add manning hours for 2020.**

### **Fox Run Curve**

Manager Oswalt stated that Dover Township Public Works Director; Michel Fleming, has received comments back regarding the Fox Run Curve. The majority of the comments regarding the Fox Run Curve were for larger signage, more pavement markings and micro surfacing. Notes were made that The Seasons development within the area, had signage in place that may have caused interference with the signage currently in place for safety purposes of the Fox Run curve.

M. Fleming stated that The Seasons development signs were installed in Dover Township's Right of Way and the signs are affecting the clear sight triangle. The Seasons development signs will be removed this week. M. Fleming stated that this is just one matter that has currently been addressed to help with the concerns on Fox Run Road.

C. Richards added that himself, M. Fleming and Manager Oswalt had met and discussed all of the options being noted.

### **North of the Borough Sewer Project**

M. Fleming stated that Dover Township has recently received the second round of comments regarding the plans for the North of the Borough Sewer Project. The necessary comments for the North of the Borough Sewer Project will be addressed and re-submitted.

### **COMMENTS FROM THE BOARD**

**Chairman Stefanowicz** – Chairman Stefanowicz stated that he has reviewed the monthly listing of building permits and wanted to commend the Dover Township individuals whom have worked so diligently in completing upwards of fifty building permits in the past month. Chairman Stefanowicz informed the public that the Dover Area Business Association is looking for members and would like to extend an invitation to the Dover Township community members.

**R. Stone** – R. Stone informed the Board of Supervisors that the first budget meeting was held for the Wastewater Treatment Plant with Tony Biese; Tony did a great job. The first budget meeting was held for Sewer with Chris Hamme, that include great proposals for much needed equipment.

**C. Richards** – C. Richards asked for clarification with regards to the implementation of Fee Waivers for local churches for the purposes of renting Dover Township park facilities.

Manager Oswalt stated that the matters of Fee Waivers for local, established churches within Dover Township, for the purposes of renting a park facility once time per year will be added to the Fee Schedule for upcoming approval.

### **PUBLIC COMMENT**

**None to note.**

With no further business, the meeting was adjourned by Chairman Stefanowicz at 8:10 PM.

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