DOVER TOWNSHIP
BOARD OF SUPERVISORS
BOARD MEETING MINUTES
MAY 26TH, 2020

The Dover Township Board of Supervisors’ Meeting for Monday, May 26th, 2020, 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 Michael Cashman, Stephen Parthree, and Charles Richard. Supervisor Robert Stone was absent with prior notice. Other Township Representatives in attendance were Laurel Oswalt, Township Manager; John McLucas; Township Zoning Officer; Terry Myers, Township Engineer and Michael Fleming, Township Public Works Director. Solicitor Charles Rausch was present by means of telephone communications. There were twelve citizens present. This meeting is being recorded for the purpose of minutes only.

APPROVAL OF THE BOARD OF SUPERVISORS’ WORK SESSION MEETING MINUTES FOR APRIL 27TH, 2020

Motion by C. Richards and seconded by S. Parthree to approve the Board of Supervisors’ Work Session Meeting Minutes for April 27th, 2020, as presented. Passed with 4 ayes

APPROVAL OF THE BOARD OF SUPERVISORS’ MEETING MINUTES FOR APRIL 27TH, 2020

Motion by S. Parthree and seconded by M. Cashman to approve the Board of Supervisors’ Meeting Minutes for April 27th, 2020, as presented. Passed with 4 ayes

TREASURER’S REPORT

Approval of Current Expenditures

Motion by M. Cashman and seconded by C. Richards to approve the warrant total for May 1st, 2020, in the amount of $91,695.38 (2020 Expenses Warrant) as presented. Passed with 4 ayes

Motion by M. Cashman and seconded by C. Richards to approve the warrant total for May 8th, 2020, in the amount of $402,010.23 (2020 Expenses Warrant) as presented. Passed with 4 ayes

Motion by M. Cashman and seconded by C. Richards to approve the warrant total for May 26th, 2020, in the amount of $242,549.04 (2020 Expenses Warrant) as presented. Passed with 4 ayes

INFORMATION ON EVENTS AND LOCAL ANNOUNCEMENTS

C. Richards announced that the Dover Fireman’s County Parade has been cancelled due to the large crowd’s attraction and the current COVID-19 Pandemic.
Approval of Resolution No. 2020-16 Supporting Dover Township Business to Reopen

Chairman Stefanowicz presented Dover Township Resolution 2020-16 offering support to Dover Township businesses, the York County District Attorney’s Office and Northern York County Regional Police Department Associated with Reopening Associated with COVID-19.

M. Cashman added that if a business is licensed by the state, the stated can still revoke your license regardless of the implementation of Resolution No. 2020-16 Supporting Dover Township Business to reopen. M. Cashman stated that Resolution No. 2020-16 implicates that Dover Township fully supports small business and in essence Resolution No. 2020-16 implies that the Northern York County Regional Police are not quarantine policing.

Chairman Stefanowicz added that the Dover Township Board of Supervisors are trying to support the community in the best way that Dover Township can.

Motion by C. Richards and seconded by S. Parthree to approve Resolution No. 2020-16 Supporting Dover Township Businesses to Reopen, as presented. Passed with 4 ayes

PUBLIC COMMENT

Mike Arnold – Owner of Salon 4800 in Dover Township

Mike Arnold thanked the Dover Township Board of Supervisors for their support of local businesses and the passing of Resolution No. 2020-16 Supporting Dover Township Businesses to Reopen.

ENGINEER’S REPORT by Township Engineer Terry Myers

Approval of the Fox Run Interceptor Change Order No. 4 in the amount of $9,468.60

Motion by M. Cashman and seconded by S. Parthree to approve the Fox Run Interceptor Changer Order No. 4 in the amount of $9,468.60, as presented. Passed with 4 ayes

Approval of the Fox Run Interceptor Payment No. 5 in the amount of $107,891.47

Motion by S. Parthree and seconded by M. Cashman to approve the Fox Run Interceptor Payment No. 5 in the amount of $107,891.47, as presented. Passed with 4 ayes

ZONING OFFICER’S REPORT by Township Zoning Officer John McLucas

Plan 19-7 Dover Highlands – 180 Unit Residential Preliminary Land Development Plan

Ms. Stacey MacNeal; from Katherman, Heim & Perry, was present to represent the proprietors of Dover Highlands. Ms. MacNeal stated that her clients are requesting a Conditional Preliminary Plan Approval. Ms. MacNeal added that the request for a Conditional Preliminary Plan Approval is being sought to coordinate the Dover Highlands project to best fit with that of the current Dover Area School District project. Dover Highlands and the Dover Area School District are working together towards the Intermediate Avenue Extension project.
Ms. MacNeal also made a request on behalf of her Dover Highlands clients’, for granting a waiver to the Dover Township Subdivision and Land Development Ordinance § 22-1103.5.C – Requirement for street trees to be located outside the street right-of-way. A partial modification of the aforementioned section is necessary to be completed in order to provide suitable shade trees that provide overshadowing to the street pavement to reduce the heating effect that the sun-warmed pavement has on stormwater runoff.

Ms. MacNeal stated that due to the implementation of a pump station, Ms. MacNeal asked that Dover Township postpone the paving of Intermediate Avenue that is currently planned.

C. Richards voiced concern regarding the roadway and the fees that would potentially be incurred if Dover Township were to postpone the paving of Intermediate Avenue. C. Richards stated that Dover Township is currently working with the Dover Area School District on the planned paving of Intermediate Avenue, the proposal to postpone would incur unnecessary costs.

M. Fleming voiced concern regarding the possible postponement of Intermediate Avenue paving. M. Fleming stated that his recommendation would be to move forward with the planned Intermediate Avenue paving and require the developer to move the developer’s sewer main from the paved road to the sidewalk area. M. Fleming added that Dover Township’s paving contractor has already incurred costs and the contract requires the work to be completed between September 8 and October 9, 2020. The planned paving ties in to work that the Dover School District is performing to widen the road along West Canal Road and Intermediate Avenue.

T. Myers suggested the cost for the wearing course be divided for Intermediate Avenue. The paving project is to include thermoplastic pavement markings for turn arrows, crosswalks and stop bars.

C. Richards asked that T. Myers suggestion be placed in a formal agreement.

Ms. MacNeal stated that she will place T. Myers suggestion within the plans for the Developers Agreement.

**Motion** by M. Cashman and seconded by C. Richards to approve Plan 19-7 Dover Highlands – Preliminary Land Development Plan and the waiver approval must be in the developer’s agreement that they will maintain these necessary trees and include the understanding of divided cost for the Intermediate Avenue paving project, as presented. **Passed** with 4 ayes

Ms. MacNeal presented Plan 19-7 Dover Highlands, Preliminary Land Development Plan, Engineers’ Project No. 1619.3.4.36. C.S. Davidson has reviewed the Dover Highlands Land Development Plan, dated May 15, 2020, prepared by Gordon L. Brown and Associates, Inc.

The following waiver requests were previously approved at the Dover Township Board of Supervisors Meeting on April 27th, 2020: 1.) §22-403.E – Dwelling Units located a minimum of 100 feet from environmentally sensitive areas., 2.) §22-704 – An eight-foot shoulder width along roads classified as urban collector., 3.) §22-704.A – 33-foot street width along roads classified as urban collector., 4.) §22-710.1 – Sidewalks along roads classified as urban collector. 5.) §22-711.1 Curbing along roads classified as urban collector.
The following Subdivision and Land Development Ordinance comments are being requested:

1.) Prior to final plan approval, a disk in an electronic format compatible with the Township GIS system should be provided (§22-501.2.A.).
2.) The Registered Engineer’s and Surveyor’s seal, signature, and date shall be added to the land development plan (§22-501.2.F).
3.) All legal and/or equitable Owner’s notarized signatures must be added to the plan certifying concurrence with the plan (§22-501.2.H).
4.) The applicant shall include the approval date for all waivers on the plans (§22-501.2.LL).
5.) The applicant shall obtain approval of the sewage planning module from DEP (§22-502.2).
6.) The applicant shall obtain Township Stormwater Management (SWM) approval from the Township Engineer. SWM review has been provided under separate cover (§22-602.3).
7.) The applicant shall obtain E&S and SPDES approval from the York County Conservation District (§22-602.4).
8.) Approval of the sewage collection system, water distribution system and the storm sewer collection must be obtained from the Township Public Works Director.

Motion by M. Cashman and seconded by C. Richards to approve Plan 19-7 Dover Highlands, Preliminary Land Development Plan, Engineers’ Project No. 1619.3.4.36, granting the Subdivision and Land Development Ordinance conditions stated above, as presented. Passed with 4 ayes

Motion by C. Richards and seconded by M. Cashman to authorize execution of the Sewer Easement Agreement with the Dover Area School District regarding the sewer gravity line that passes through the Dover Area School District’s property, as presented. Passed with 4 ayes

Plan 19-8 Sparrow’s Way – 23 Unit Residential P/F Land Development Plan and Waiver Approvals

Mr. Mark Hackenborg, with RGS Associates, Inc., presented Plan 19-8 Sparrow’s Way, Preliminary/Final Land Development Plan, Engineer’s Project No. 1619.3.19.51. C.S. Davidson has reviewed the Preliminary/Final Land Development plan dated November 7th, 2019 and revised May 8th, 2020 that was prepared by RGS Associates, Inc. The waiver requests being made are as follows:

1.) §22-501 – Preliminary Plan Submission.
4.) §22—710 – Sidewalks.
5.) §19-308.3.A (3) (3) – Maximum 4:1 Side Slopes for Detention Basins.

Rachel Murdock – Hileah Court, Dover

Ms. Murdock stated that she is a resident of Dover Township and resides on Hileah Court. Ms. Murdock inquired about the proposed sidewalk towards Poplars Road. Ms. Murdock voiced concern regarding lack of a safe sidewalk connecting the appropriate local areas in a faster way than only being implemented upon development.

J. McLucas understands the need to develop sidewalks and provide safe modes of travel in any manner. J. McLucas stated that once the area of concern is developed, sidewalks will be required to be installed at the time.

Jodi Thomas – Hileah Court, Dover
Ms. Thomas stated that she is a resident of Dover Township and resides on Hileah Court. Ms. Thomas stated that she is concerned with the installation of townhomes being built within her single-family home community. Ms. Thomas added that she has concerns with increased traffic volumes and the potential to decrease her property value.

**Motion** by M. Cashman and seconded by S. Parthree to grant the Subdivision and Land Development Ordinance waivers stated above for Plan 19-8 Sparrows Way, Preliminary/Final Land Development Plan, Engineers’ Project No. 1619.3.19.51, as presented. **Passed** with 4 ayes

**Rachel Murdock – Hileah Court, Dover**

Ms. Murdock posed question as to where the stormwater runoff will be collected in relation to the proposed development. Ms. Murdock posed question to if the sewer system is able to uphold to the proposed additional collection.

Clarification was provided that the stormwater runoff and drainage from the fronts of the building in question will run directly off into the stormwater system. The runoff and drainage from the rear of the buildings will also run directly off onto the surface and then into the stormwater system.

Chairman Stefanowicz added that there are extensive changes being made, especially in that of lines and capacity, to be very readily able to handle and maintain sewer system capacities.

The following Subdivision and Land Development Ordinance comments are being requested: 1.) Prior to final plan approval, a disk in an electronic format compatible with the Township GIS system should be provided (§22-501.2.A). 2.) The Registered Engineer’s and Surveyor’s seal, signature, and date shall be added to the land development plan (§22-501.2.F). 3.) All legal and/or equitable Owner’s notarized signatures must be added to the plan certifying concurrence with the plan (§22-501.2.H). 4.) The applicant shall include the approval date for all waivers on the plans (§22-501.2.LL). 5.) Public Improvement security shall be provided prior to final plan approval (§22-602.1). 6.) The applicant shall obtain Township Stormwater Management (SWM) approval from the Township Engineer. SWM review has been provided under separate cover (§22-602.3). 7.) The applicant shall obtain E&S and SPDES approval from the York County Conservation District (§22-602.4). 8.) The applicant shall pay a fee in lieu of providing land for public recreational purpose (§22-718). 9.) All comments made by the Township Public Works Director shall be addressed. May 8, 2020 plans are currently under review. 10.) A letter from the property owner located at 2120 Poplars Road regarding the driveway exchange component.

**Motion** by M. Cashman and seconded by S. Parthree to approve Plan 19-8 Sparrows Way, Preliminary/Final Land Development Plan, Engineers’ Project No. 1619.3.19.51, granting the Subdivision and Land Development Ordinance conditions stated above, as presented. **Passed** with 4 ayes

**Plan 20-1 Lebo 2-Lot Final Subdivision and Waiver Approval**

Mr. David Hoffman, Land Surveyor, was present to present Plan 20-1, Lebo 2-Lot Final Subdivision Plan, Engineer’s Project No. 1619.3.12.21. The Lebo Final Subdivision plan was revised on March 6, 2020 by David Hoffman and reviewed by C.S. Davidson on May 20, 2020.
The following waiver requests are being made: 1.) §22-704.B: Road Widening – Requirement to improve Schoolhouse Road to 28’ cartway width.

Motion by S. Parthree and seconded by C. Richards to grant the waiver requested as stated above for Plan 20-1 Lebo, Final Subdivision Plan, Engineers’ Project No. 1619.3.12.21, as presented. Passed with 4 ayes

The following Subdivision and Land Development Ordinance comments are being requested: 1.) Prior to final plan approval, a disk in an electronic format compatible with the Township GIS system should be provided (§22-501.2.A.), 2.) A sewage planning module approval must be obtained from DEP (§22-502.2) and the PA DEP code number referencing approval of the plan revision module shall be shown on the plan (§22-601.2.L).

Mr. Hoffman presented the necessary recreation in-lieu of fees, paid for each new dwelling unit prior to final plan approval (§22-718), during this evenings Board of Supervisors meeting.

Motion by M. Cashman and seconded by S. Parthree to approve Plan 20-1 Lebo, Final Subdivision Plan, Engineers’ Project No. 1619.3.12.21, granting the Subdivision and Land Development Ordinance waiver requests stated above, as presented. Passed with 4 ayes

Plan 18-7 Apple Outdoor – 66,000 Square Foot Wholesale P/F Land Development Plan Reauthorization and Signatures

Plan 18-7 Apple Outdoor Supply Wholesale Facility, Final Land Development Plan, Engineer’s Project No. 1619.3.01.45. The Apple Outdoor Supply Wholesale Facility Final Land Development Plan has been reviewed by C.S. Davidson on May 14th, 2020. The Apple Outdoor Supply Wholesale Facility Final Land Development Plan is being suggested for conditional approval with the following Subdivision and Land Development Ordinance conditions: 1.) Prior to final plan approval, a disk in an electronic format compatible with the Township GIS system should be provided (§22-501.2.A.), 2.) The Engineer’s/Surveyor’s/Geologist’s seal, signature, and dates shall be added to the plan (§22-501.2.F.), 3.) The legal and/or equitable Owner’s notarized signatures must be added to the plan certifying concurrence with the plan (§22-501.2.H.), 4.) The applicant shall provide public improvements security, in accordance with the Township requirements, as recommended by the Township Engineer (§22-602.1), 5.) The Township Engineer has approved the technical aspects of the Stormwater Management Plan. See May 14, 2020 letter for outstanding administrative comments (§22-602.3).

Motion by S. Parthree and seconded by C. Richards to authorize to Conditionally reapprove Plan 18-7 Apple Outdoor, Waivers 1 - 5, as presented. Passed with 4 ayes

MANAGER’S REPORT by Township Manager Laurel Oswalt

Approval of Resolution No. 2020-15 Authorizing a DCED Grant Application for Eagle View Park Phase II

Motion by S. Parthree and seconded by M. Cashman to approve Resolution No. 2020-15 Authorizing a DCED Grant Application for Eagle View Park Phase II, as presented. Passed with 4 ayes
Update of the Joint Comprehensive Plan Process

Manager Oswalt stated that the York County Planning Commission did not recommend approval of the Dover Township and Dover Borough Comprehensive Plan. The York County Planning Commission addressed land use issues that were of concern and Manager Oswalt added that collective efforts were made to be sure that land use issues were addressed within the proposed Comprehensive Plan. Manager Oswalt stated that the current plan proposed is the first implementable style plan in York County. Manager Oswalt added that the proposed Comprehensive Plan may still move forward without county approval.

Board consensus was reached, and it was collectively determined to coordinate with Dover Borough and to move forward with a public hearing regarding the proposed Dover Township and Dover Borough Comprehensive Plan.

PUBLIC WORK’S DIRECTOR’S REPORT by Public Works Director Michael Fleming

Approval of Synagro Central, LLC as the low bidder on the WWTP Biosolids Contract

M. Fleming suggested the acceptance of the Biosolids Disposal bid from Synagro Central LLC., for a term of five (5) years.

Motion by S. Parthee and seconded by C. Richards to approve Synagro Central, LLC as the low bidder on the WWTP Biosolids Contract, as presented. Passed with 4 ayes

MS4

None to note.

OLD BUSINESS

Nursery Road

Chairman Stefanowicz inquired for any updates regarding the Nursery Road concern. T. Myers stated that he will be researching the implementation of a Private Lane sign in the location of Nursery Road. Updates will follow when applicable.

COMMENTS FROM THE BOARD

Chairman Stefanowicz – Chairman Stefanowicz wishes to extend a thank you to all citizens of the Dover Township community for reaching out to Dover Township and informing the Township of current events or current matters that may be occurring. Chairman Stefanowicz added that community outreach is of the up most importance and thanked those community members that do so.

PUBLIC COMMENT

None.

With no further business, the meeting was adjourned by Chairman Stefanowicz at 9:20 PM.
Respectfully submitted by: _____________________________________

Tiffany Strine, Recording Township Secretary