

**DOVER TOWNSHIP**  
**BOARD OF SUPERVISORS**  
**BOARD MEETING MINUTES**

**JUNE 22<sup>ND</sup>, 2020**

The Dover Township Board of Supervisors' Meeting for Monday, June 22<sup>nd</sup>, 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, Robert Stone and Charles Richard. Other Township Representatives in attendance were Laurel Oswald, Township Manager; John McLucas; Township Zoning Officer; Terry Myers, Township Engineer; Michael Fleming, Township Public Works Director and Solicitor Charles Rausch. There were five citizens present. This meeting is being recorded for the purpose of minutes only.

**Chairman Stefanowicz stated that a Work Session was held prior to the beginning of this evening's Dover Township Board of Supervisors meeting for the purposes of discussing the proposed Dover Township Street Obstruction Ordinance.**

**PUBLIC HEARING ON DOVER TOWNSHIP ORDINANCE NO. 2020-04  
AUTHORIZING EXECUTION OF A CABLE FRANCHISE AGREEMENT**

A Public Hearing on Dover Township Ordinance No. 4 was opened by Chairman Stefanowicz at 7:01PM in the meeting room of the Dover Township Municipal Building.

Attorney Rausch stated that this Public Hearing has been advertised in the York Dispatch and the York Daily Record and appears on the agenda for this Board's consideration. Attorney Rausch stated that this public hearing is being held regarding the Dover Township Cable Franchise Agreement. Attorney Rausch stated that the Cohen Law Group, Attorney Rausch and Dover Township have collectively been working on this matter. It is required that the Dover Township Board of Supervisors hold a public hearing for any comments on the proposed agreement. Fee changes, as to what Dover Township is entitled to, have been made within the agreement as well as changes with the FCC Regulations.

Manager Oswald stated that added definitions have been incorporated that have expanded as to what the fees are being charged on, as well as adding new FCC required language for compliance. Additional service to more areas based upon the addition of more homes in the community. Free service was discussed, a group of exhibit facilities was presented that currently receive free services, the Cohen Law Group stated that currently the ruling to eliminate the currently established free services is under litigation and the free service areas will remain and be honored until further notice. Manager Oswald stated that the agreement is a ten (10) year term agreement.

Attorney Rausch stated that any public comments or opinions from the Board of Supervisors and the public present are welcomed during this time.

With no comments from the public and no further business, Chairman Stefanowicz concluded the first Public Hearing at 7:04PM.

### **APPROVAL OF THE BOARD OF SUPERVISORS' WORK SESSION MEETING MINUTES FOR MAY 26<sup>TH</sup>, 2020**

**Motion** by S. Parthree and seconded by C. Richards to approve the Board of Supervisors' Work Session Meeting Minutes for May 26<sup>th</sup>, 2020, as presented. **Passed** with 4 ayes

### **TREASURER'S REPORT**

#### **Approval of Current Expenditures**

**Motion** by M. Cashman and seconded by S. Parthree to approve the warrant total for May 29th, 2020, in the amount of \$54,087.25 (2020 Expenses Warrant) as presented. **Passed** with 5 ayes

**Motion** by M. Cashman and seconded by S. Parthree to approve the warrant total for June 8<sup>th</sup>, 2020, in the amount of \$415,606.20 (2020 Expenses Warrant) as presented. **Passed** with 5 ayes

**Motion** by M. Cashman and seconded by S. Parthree to approve the warrant total for June 22<sup>nd</sup>, 2020, in the amount of \$377,464.33 (2020 Expenses Warrant) as presented. **Passed** with 5 ayes

### **INFORMATION ON EVENTS AND LOCAL ANNOUNCEMENTS**

R. Stone stated that the annual fireworks display at the Ball Park Stadium in York has been cancelled.

Manager Oswald informed the Board of Supervisors and public present that Dover Township will move forward at this time with Dover Township facility rentals beginning in July of 2020 so long as individuals adhere to the necessary requirements in place.

Manager Oswald stated that Dover Township Recreation Director Chalet Harris has been implementing a "Camp in a Bag" experience for local children as a result of the COVID19 Pandemic and the program has been performing well amongst the Dover Township community.

### **PUBLIC COMMENT**

#### **Michelle Fitz – 3111 Galaxy Road, Dover PA**

Ms. Fitz is a resident of Dover residing at 3111 Galaxy Road, Dover, PA. Ms. Fitz is present this evening to discuss the location of fencing in her yard. Ms. Fitz stated that she had purchased her home on 3111 Galaxy Road, applied and obtained a Dover Township Fence Permit and had the fence installed. Ms. Fitz stated that during installation, the individual contractor who had installed her fence, installed her fence incorrectly. The fence was installed over an existing Dover Township Sewer Easement. Ms. Fitz stated that she was informed by Dover Township that she has until July 15th, 2020 to remove the fence from the Dover Township Sewer Easement area and that she will have this matter addressed within the specified timeframe.

The full Board collectively thanked Ms. Fitz for this matter.

### **Dmitriy Ershov – 3189 Jayne Lane, Dover PA**

Mr. Ershov stated that he is a resident of Dover residing at 3189 Jayne Lane, Dover, PA. Mr. Ershov stated that he would like to install a fence on his property and that he is aware that there is an easement area on his property and is in need of a waiver to be able to install a fence in the desired area.

J. McLucas added that a Dover Township Fence Waiver was granted in 2012 for a fence that runs perpendicular to the proposed fencing area within Ashley Farms. J. McLucas added that Mr. Ershov will need to obtain Homeowners Association approval for the installation of a fence.

Chairman Stefanowicz inquired with Mr. Ershov on whether he has received his Ashley Farms Homeowners Association approval?

Mr. Ershov stated that he has received a response from his Ashley Farms HOA and that the HOA is okay with the proposed fence installation.

R. Stone inquired with J. McLucas on his thoughts towards this application for a fencing waiver.

J. McLucas stated that he has spoken with Dover Township Public Works Director Michael Fleming and both himself and M. Fleming feel that this action is moving the fence to be parallel with the drainage easement and does not foresee any obstructions in this area. The maintenance of the swale in which the drainage easement is in place, is to be maintained by the Homeowners Association in this location.

**Motion** by C. Richards and seconded by M. Cashman to approve the Fence Waiver Application for 3189 Jayne Lane, Dover, PA and the execution of a Fence Waiver Agreement for this property. **Passed** with 5 ayes

### **ENGINEER'S REPORT by Township Engineer Terry Myers**

Mr. Myers informed the full Board that the bidding was held, and the bids were opened for the Rohlers Church Road Bridge Replacement project. The bids were opened on June 17th, 2020. Several bids were received. The low bid was received by John W. Gleim, Jr., Inc. in the amount of \$406,193.80. Mr. Myers added that John W. Gleim, Jr. Inc. is a fifty-year-old site excavating contractor from Carlisle, PA. Mr. Myers stated that he nor the C.S. Davidson Bridge department has worked with John W. Gleim, Jr. Inc. previously; however, C. S. Davidson's Inspection Department Manager stated that they are a good contractor. T. Myers stated that he recommends that the contract be awarded to John W. Gleim, Jr., Inc. at their low bid of \$406,193.80.

Chairman Stefanowicz inquired on the timeframe proposed for the project?

T. Myers stated that the time frame is proposed for completion in May of 2021.

M. Fleming added that Dover Township has restricted having the roadway closed for no longer than sixty days due to travel within the aforementioned location within Dover Township.

**Motion** by R. Stone and seconded by M. Cashman to accept the Rohlers Road Bridge Replacement Project, bid from John W. Gleim, Jr., Inc., in the amount of \$406,193.80. **Passed** with 5 ayes

### **Discussion on Carlisle Road/Harmony Grove Road/Intermediate Avenue Intersection**

T. Myers stated that discussions were held previously amongst the Dover Township Board of Supervisors, T. Myers added that he would like further clarification for the next component. T. Myers would like a decision regarding where the Industrial Road, on the east side of Carlisle Road will tie in. After the necessary decision is determined, the pursuance of roundabout sizing and sketch options can be decided upon. The 2007 Dover Township Comprehensive Plan depicted different plans for the described location. The currently proposed, 2020 Dover Township Comprehensive Plan depicts the same differing plans for the described location. A local subdivision plan also offers a location for tying in as well. The Traffic Engineer for this project is beginning to examine designs for this location.

It was noted that there are two main properties within the aforementioned location that a roadway can be planned and implemented to either route through or be directed around. It was additionally noted that a water line easement and right of way runs along the two proposed properties for a Dover Township public waterline. The two options involved the intersection of Harmony Grove Road, Route 74 and Dollar General's Entrance.

### **Andrea Stefanowicz – Carlisle Road, Dover, PA**

Mrs. Stefanowicz spoke with regards to the proposed roadway and the possible industrial traffic that will be within this proposed location. Ms. Stefanowicz suggested instead of taking the industrial traffic through a roundabout, to direct and reroute the traffic to a stop sign instead of routing all the traffic in a roundabout.

R. Stone stated that a roundabout will be engineered and implemented in such a way that it will be equipped to manage such amounts and styles of traffic.

Mrs. Stefanowicz stated that she feels that the truck traffic from the communal area can be redirected from the area of discussion by the implementation of a stop sign and not a roundabout.

Mr. Cashman added that the proposal of a stop sign would be beneficial only if assuming all of the industrial traffic in question, is traveling north.

Mrs. Stefanowicz agreed with Mr. Cashman's statement.

Dover Township Fire Department Chief added that from a public safety stance, the implementation of a roundabout would prove a much safer approach, having all traffic in this

vicinity by means of filtering through a roundabout, instead of the Dollar General option.

Manager Oswalt stated that it was her understanding that the implementation of a roundabout in the proposed area is to additionally divert large truck traffic away from the Dover Township Borough.

Mrs. Stefanowicz asked if anyone has inquired with Pro Pallet or Raycom, as to if they tell their truck drivers or personnel to utilize a specific route.

T. Myers stated that there are many working components to this matter and that all means are being examined.

M. Cashman noted that this is being discussed for implementation to achieve more developable, industrial land that is currently lacking within Dover Township.

Manager Oswalt stated that Dover Township has reached the point in time where it needs to present options in the month of July. Options for traffic management, including the possibility of a traffic circle, are needed to finalize the best plan and move forward with speaking with PENNDOT and landowners within the proposed location.

C. Richards inquired on the installation of a traffic signal light within this location.

T. Myers stated that depending the necessary study, there may not be enough traffic within this location to warrant the implementation of a traffic signal light.

Board consensus was reached, and it was collectively determined to pursue options of a traffic circle for forward planning and the eastern leg not coming into the proposed roundabout.

Board consensus was reached, and it was collectively determined to attempt to hold a work session in July 2020 to examine drafted options at the aforementioned intersection and discuss and examine potential impacts.

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

##### **Proposed Street Obstruction Ordinance**

**Motion** by C. Richards and seconded by M. Cashman to authorize the Dover Township Solicitor, Solicitor Charles Rausch, to advertise the proposed Street Obstruction Ordinance, as presented. **Passed** with 5 ayes

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

##### **Ordinance 2020-04 Authorizing a New Comcast Cable Franchise Agreement**

**Motion** by R. Stone and seconded by M. Cashman to adopt Ordinance 2020-04 authorizing a new Comcast Cable Franchise Agreement, as presented. **Passed** with 5 ayes

**Acknowledgement of the Resignation of Darryl Wagner from the Dover Township ICDC**

The full Board collectively recognized the resignation of Darryl Wagner from the Dover Township ICDC.

**PUBLIC WORK'S DIRECTOR'S REPORT by Public Works Director Michael Fleming  
Approval of Resolution 2020-17 PENNDOT Application for School Zone**

M. Fleming stated that approval is being sought for Resolution 2020-17 PENNDOT application for school zone on West Canal Road at Intermediate Avenue. Expanding of the current school zone to reflect the changes associated with the new Dover High School construction and other traffic improvements at the Intermediate Avenue intersection.

**Motion** by M. Cashman and seconded by R. Stone to approve Resolution 2020-17 PENNDOT Application for School Zone, as presented. **Passed** with 5 ayes

**Accept Bid from Herr Signal & Lighting Co. for an Estimated cost of \$9,500.00**

M. Fleming suggested the acceptance of the bid from Herr Signal & Lighting Co. for an estimated cost of \$9,500.00 to install emergency vehicle preemption for the traffic signal at S. Salem Church Road and Davidsburg Road.

**Motion** by R. Stone and seconded by M. Cashman to accept the bid from Herr Signal & Lighting Co. for an estimated cost of \$9,500.00 to install emergency vehicle preemption for the traffic signal at S.Salem Church Road and Davidsburg Road, as presented. **Passed** with 5 ayes

**Accept Bid from Clear View Excavation for an Estimated cost of \$95,965.00**

M. Fleming suggested the acceptance of the bid from Clear View Excavation for an estimated cost of \$95,965.00 the pipe replacement on the 1900 block of Poplars Road.

**Motion** by S. Parthree and seconded by M. Cashman to accept the bid from Clear View Excavation for an estimated cost of \$95,965.00, as presented. **Passed** with 5 ayes

**Reject Bid from T&N Excavation**

M. Fleming suggested to reject the bid from T & N Excavation due to the lack of supplying the required bid bond for the project of the pipe replacement on the 1900 block of Poplars Road.

**Motion** by R. Stone and seconded by M. Cashman to reject the bid from T & N Excavation due to the lack of suppling the required bid bond, as presented. **Passed** with 5 ayes

**Authorize Staff to Separate Guiderail and Bridge Work into Two Bids and Advertise the Work for Bid**

M. Fleming stated that no bids were received to install the necessary guiderail at Fox Run and

Emig Mill Roads. The proposed bridge repairs are for Emig Mill Road.

Motion by R. Stone and seconded by C. Richards to authorize staff to separate guiderail and bridge work into two bids and to advertise the work for bid, as presented. Passed with 5 ayes

### **Discuss Small Span Bridge Inspections**

M. Fleming stated that small bridges within Dover Township have been examined. Three of the ten small span bridges have some serious concerns. A Road Inspection is scheduled for July 7th, 2020 with the necessary Township personnel and C. Richards to review the items. Budgeting for repairs can then be considered.

### **MS4 PERMIT UPDATE**

M. Fleming stated that Dover Township staff completed stream sampling and GIS inlet inspections for the current MS4 year, that ends on June 30<sup>th</sup>, 2020.

M. Fleming added that Dover Township staff met with the York County Conservation District about establishing an approved dump site for excavated material to the rear of Eagle View Park. This location noted would be near the access from the Donwood Development. This location is proposed to be filled to access the park in the future phases.

### **OLD BUSINESS**

#### **Nursery Road**

C. Richards stated that he recently attended a training telephone conference call with PENNDOT and has learned that there may be other resolutions for Nursery Road. C. Richards stated that a traffic study would be warranted in most cases. An option that was discussed during C. Richards training telephone conference call was the implementation of weight restrictions on the roadway of concern. C. Richards stated that the methods for possible resolve were thorough and C. Richards stated that he would like to discuss possible options at a later date.

### **COMMENTS FROM THE BOARD**

**M. Cashman** – M. Cashman stated that the Northern York County Regional Police is still working on the necessary pension transfer, building purchase with a former neighboring police department. M. Cashman added that Chief Lash, with the Northern York County Regional Police Department, has stated that the Northern York County Regional Police force has received a great outpouring of respect in recent weeks and M. Cashman was happy to share this information.

**R. Stone** – R. Stone stated that with the recent switch in insurance carriers for Dover Township, Dover Township will be saving an estimated forty thousand (\$40,000.00) dollars in insurance costs. Additionally, a better coverage for Dover Township was obtained thru the new insurance package. R. Stone reminded everyone present that the Dover Township Sewer Authority will be holding its monthly meeting, this Wednesday, June 24<sup>th</sup>, 2020 at 6:00PM.

**C. Richards** – C. Richards wanted to thank all of the Dover Township crews that have helped in recent COVID19 Pandemic times, to help paint, repair and restore the Dover Township parks and facilities.

**S. Parthree** – S. Parthree stated that a recent Eagle View Park planning meeting was held. After the Eagle View Park planning meeting, all individuals in attendance for the meeting viewed various elements of the Eagle View Park grounds. S. Parthree added that there are great ideas being brainstormed for the current driving range building, while retaining the structural components of the current driving range building for better use within the park.

Manager Oswalt noted that the flood plain contractor, for Eagle View Park, began the stream work today.

**Chairman Stefanowicz** – Chairman Stefanowicz wanted to thank everyone involved for incorporating the May and June financial information for review, for the Board of Supervisors reference.

#### **PUBLIC COMMENT**

**None.**

With no further business, the meeting was adjourned by Chairman Stefanowicz at 8:24 PM.

Respectfully submitted by: \_\_\_\_\_

Tiffany Strine, Recording Township Secretary