

**DOVER TOWNSHIP  
BOARD OF SUPERVISORS MEETING  
MEETING MINUTES  
APRIL 27<sup>th</sup>, 2020**

The Dover Township Board of Supervisors' Meeting was held via video conference on Monday, April 27<sup>th</sup>, 2020 at 7:07 pm. The meeting was held in this manner due to the current State and Federal regulations in place from the COVID-19 pandemic. The meeting was called to order by Chairperson Stephen Stefanowicz at 7:00 pm. Supervisors present were Stephen Stefanowicz, Robert Stone, Stephen Parthree, Charles Richards and Michael Cashman. Township Representatives in attendance were Charles Rausch, Township Solicitor; Terry Myers, Township Engineer; Laurel Oswalt, Township Manager; John McLucas, Township Zoning Officer; Michael Fleming, Township Public Works Director. There were 10 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 Board of Supervisors' meeting for the purposes of discussing TPD Traffic Study for Intermediate Avenue Extended.**

**APPROVAL OF THE BOARD OF SUPERVISORS' WORK SESSION MEETING MINUTES FOR MARCH 23<sup>rd</sup>, 2020.**

**Motion** by R. Stone and seconded by S. Parthree to approve the Board of Supervisors' Work Session Meeting Minutes for March 23<sup>rd</sup>, 2020. **Passed** with 5 ayes.

**APPROVAL OF THE BOARD OF SUPERVISORS' MEETING MINUTES FOR MARCH 31<sup>st</sup>, 2020.**

**Motion** by R. Stone and seconded by S. Parthree to approve the Board of Supervisors' Meeting Minutes for March 31<sup>st</sup>, 2020. **Passed** with 5 ayes.

**TREASURER'S REPORT**

**Approval of Current Expenditures**

**Motion** by R. Stone and seconded by M. Cashman to approve the 2020 Expenses Warrant dated April 3<sup>rd</sup>, 2020 in the amount of \$609,430.96. **Passed** with 5 ayes.

**Motion** by R. Stone and seconded by M. Cashman to approve the 2020 Expenses Warrant dated April 14<sup>th</sup>, 2020 in the amount of \$140,974.57. **Passed** with 5 ayes.

**Motion** by R. Stone and seconded by M. Cashman to approve the 2020 Expenses Warrant dated April 21<sup>st</sup>, 2020 in the amount of \$439,200.98. **Passed** with 5 ayes.

**INFORMATION ON PUBLIC EVENTS**

None to Note.

## **PUBLIC COMMENT**

### **Rachel Murdock- 2810 Hialeah Court, York- Sparrows Way Concern**

Manager Oswalt informed Ms. Murdock that Plan 19-8-Sparrows Way has been tabled due to some last-minute items that the developers wanted to address and choose not to present it. It will now be on the May 26<sup>th</sup>, 2020 Board of Supervisors meeting agenda assuming that they get the items addressed.

T. Myers stated that if there is something specific that Ms. Murdock is concerned about, she could express her concerns now so that the Board of Supervisors would be aware and could get it addressed.

Ms. Murdock addressed the Board of Supervisors about her concerns with the aging sewer infrastructure and the current storm water management that is in place with the proposed plans for Sparrows Way Development. Her concern is that in previous years she has watched a sewer line fountain in her back yard due to the water works being overloaded by the amount of rain. Ms. Murdock would like to know as a downstream user what plans are in place by the housing development and/or Township to address the issues of Storm water Management and Sewer Management with the proposed development and increase in users.

Attorney Rausch informed Ms. Murdock that the Plans for Sparrows Way will be on the Board of Supervisors meeting agenda for the May 26<sup>th</sup>, 2020 meeting.

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

#### **Intermediate Avenue Discussion as a result of the Work Session**

T. Myers stated that as a result of the Work Session held prior to the Board of Supervisors meeting he recommends to get authorization from the Board of Supervisors to work with TPD to come up with sketches that look at the impact and placement of a roundabout at the new intersection of Carlisle/Harmony Grove Road/Intermediate Avenue.

Board consensus was reached, it was determined to move forward with TPD for sketches and too look at the impact and placement of a roundabout at the new intersection of Carlisle/Harmony Grove Road/Intermediate Avenue.

#### **Consideration of the Rohlers Church Bridge Replacement Schedule.**

T. Myers that a concrete box culvert has been selected as the recommended option for the bridge replacement. The plans and specifications will be delivered to the Township later this week for further review. T. Myers is proposing to advertise for construction bids in May; open bids in June and start construction in July. T. Myers suggested to give the contractor a 306 day construction period.

**Motion** by C. Richards seconded by S. Parthree to move forward with the culvert replacement and advertising for the Rohlers Church Road culvert replacement. **Passed** with 5 ayes.

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

**Consideration of Plan 19-7, Dover Highlands-180 Unit Residential Preliminary LD Plan in R4 District- Intermediate Avenue**

Attorney Robert Katherman and Attorney Stacey MacNeal; representing the landowner of Dover Highlands, Mr. John Runge Jr.; Engineer for Dover Highlands presented waiver requests for Plan 19-7, Dover Highlands- 180 Unit Residential Preliminary LD Plan, Intermediate Avenue, R4 District. Plan 19-7 is being presented tonight for waiver requests recommended by the Planning Commission. The waiver requests are as follows: 1.) §22-403.E- Dwelling units located at a minimum of 100' from Environmentally Sensitive Areas. Waiver request is for 50' from the buildings. 2.) §22-704- 8' shoulder width along roads classified as urban collector (4' shoulder requested). 3.) §22-704.A- 33' street width along roads classified as urban collector, asking to reduce to 30'. 4.) § 22-710.1- Sidewalks along roads classified as urban collector. 5.) § 22-711.1- Curbing along roads classified as urban collector.

**Motion** by S. Parthree seconded by C. Richards to approve the following waiver for Plan 19-7 Dover Highlands-180 Unit Residential Preliminary LD Plan in R4 District- Intermediate Avenue, 1.) §22-403.E- Dwelling units located at a minimum of 100' from Environmentally Sensitive Areas. Waiver request is for 50' from the buildings. **Passed** with 5 ayes.

**Motion** by S. Parthree seconded by C. Richards to approve the following waiver for Plan 19-7 Dover Highlands-180 Unit Residential Preliminary LD Plan in R4 District- Intermediate Avenue, 2.) §22-704- 8' shoulder width along roads classified as urban collector (4' shoulder requested). **Passed** with 5 ayes.

**Motion** by S. Parthree seconded by C. Richards to approve the following waiver for Plan 19-7 Dover Highlands-180 Unit Residential Preliminary LD Plan in R4 District- Intermediate Avenue, 3.) §22-704.A- 33' street width along roads classified as urban collector, asking to reduce to 30'. **Passed** with 5 ayes.

**Motion** by S. Parthree seconded by C. Richards to approve the following waiver for Plan 19-7 Dover Highlands-180 Unit Residential Preliminary LD Plan in R4 District- Intermediate Avenue, 4.) § 22-710.1- Sidewalks along roads classified as urban collector. **Passed** with 5 ayes.

**Motion** by S. Parthree seconded by C. Richards to approve the following waiver for Plan 19-7 Dover Highlands-180 Unit Residential Preliminary LD Plan in R4 District- Intermediate Avenue, 5.) § 22-711.1- Curbing along roads classified as urban collector. **Passed** with 5 ayes.

**Plan 19-8- Sparrows Way- 23 Unit Residential LD Plan and Waiver Approvals.**

**Motion** by R. Stone seconded by S. Parthee to table PL-19-8- Sparrows Way- 23 Unit Residential LD Plan and Waiver Approvals. **Passed** with 5 ayes.

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

**Heritage Senior Center 2020 Real Estate Tax Waiver Request.**

Manager Oswalt reported that the Board of Directors for Heritage Senior Center sent a letter requesting that the Board of Supervisors waive the 2020 Real Estate Taxes in the amount of \$94.97 for the Senior Center.

**Motion** by S. Parthree seconded by C. Richards to approve the 2020 Real Estate Tax Waiver request in the amount of \$94.97 for Heritage Senior Center. **Passed** with 5 ayes.

**Approval of an 18-month Lease with the York County Library System.**

Manager Oswalt reported that the Dover Library Lease expires on July 31<sup>st</sup>. She has negotiated an 18-month lease with the thoughts that when the Senior Center has vacated the property, we would expand the lease for the Library to include the office spaces currently in use by the Senior Center. The library has signed off on the lease.

R. Stone suggested that the Liability Insurance be update with the current Insurance language and increase the coverage amounts when the lease is renewed.

**Motion** by S. Parthree seconded by M. Cashman to approve the 18-month Lease with the York County Library System. **Passed** with 5 ayes.

**Approval of Resolution # 2020-13, amending the Dover Township Employee Policy Manual.**

**Motion** by M. Cashman seconded by S. Parthree for approval of Resolution # 2020-13, amending the Dover Township Employee Policy Manual. **Passed** with 4 ayes. C. Richards not present for voting.

**Real Estate Tax Penalty Discussion:**

Manager Oswalt addressed the Board of Supervisors about the Real Estate Tax Penalty waiver that would allow tax payers to pay at the Face amount without the 10% penalty being assessed until December 31<sup>st</sup>, 2020 due to the COVID-19 Pandemic.

**Motion** by S. Parthree and seconded by R. Stone to extend the Municipal Real Estate Tax Period

to December 31<sup>st</sup>, 2020 without assessing the 10% penalty, contingent upon the York County Board of Commissioners passing the same type of resolution. **Passed** with 4 ayes. C. Richards was not present for voting.

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

**Approval of the award of Road Materials and Paving Items #1-4 as presented.**

**Motion** by R. Stone seconded by S. Parthree for approval of the award of Road Materials and Paving Items #1-4 as presented. **Passed** with 5 ayes.

**Authorization to have the Chairman sign the Runkle Drainage Agreement for Rohlers Church Bridge.**

**Motion** by C. Richards seconded by M. Cashman for authorization to have the Chairman sign the Runkle Drainage Agreement for Rohlers Church Bridge. **Passed** with 5 ayes.

**MS4 Update**

Manager Oswalt reported that the Joint Public session that was to be hosted by Manchester Township on April 22<sup>nd</sup>, 2020 has been cancelled. Dover Township is to host the Public Session for the fall and Dover Township is working to get something set up for September.

**Old Business**

**Nursery Road-** None to Note.

**COMMENTS/NEW BUSINESS FROM THE BOARD**

**R. Stone** - R. Stone mentioned that the renewal for the Townships Insurance is coming up in June and wanted to thank Manager Oswalt and Mrs. Strausbaugh for all their hard work on that. R. Stone also stated that there are several flood policies for the Sewer Authority. R. Stone stated that Keller Brown is a competitor of his and specializes in Municipal Insurance and he would like to move the policies to Keller Brown effective at renewal.

**Cashman** - M. Cashman stated that a letter of intent was voted on at the last Northern York County Regional Police Department meeting. The letter was delivered to the Southwest Police Department outlining what the pension take over will look like along with the purchase of the new building.

**PUBLIC COMMENT**

None to Note

With no further business, the meeting was adjourned by Chairman Stefanowicz at 8:22 pm.

Respectfully submitted by: \_\_\_\_\_  
Katina Wagner, Township Receptionist