

**DOVER TOWNSHIP
BOARD OF SUPERVISORS
BOARD MEETING MINUTES
AUGUST 10TH, 2020**

The Dover Township Board of Supervisors' Meeting for Monday, August 10th, 2020, was called to order at 7:00 PM by Chairperson Stephen Stefanowicz in the Dover Township Municipal Building. Supervisors present were Michael Cashman, Robert Stone and Charles Richard. Supervisor Stephen Parthree was absent with prior notice. Other Township Representatives in attendance were Laurel Oswalt, Township Manager; Michael Fleming, Township Public Works Director; Tiffany Strine, Township Secretary and Solicitor Charles Rausch with Blakey, Yost, Bupp and Rausch. There were three 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 interviewing Tyler Lerman for the ICD Committee and for discussing Accounting and Staffing.

APPROVAL OF THE BOARD OF SUPERVISORS' WORK SESSION MEETING MINUTES FOR JULY 27TH, 2020

Motion by R. Stone and seconded by M. Cashman to approve the Board of Supervisors' Work Session Meeting Minutes for July 27th, 2020, as presented. **Passed** with 4 ayes

APPROVAL OF THE BOARD OF SUPERVISORS' MEETING MINUTES FOR JULY 27TH, 2020

Motion by R. Stone and seconded by C. Richards to approve the Board of Supervisors' Meeting Minutes for July 27th, 2020, with a correction to Page 3, Paragraph No.8, to state Passed with 4 ayes and 1 nay per R. Stone and Paragraph No. 9, to state Passed with 5 ayes . **Passed** with 4 ayes

TREASURER'S REPORT

Approval of Current Expenditures

Motion by R. Stone and seconded by M. Cashman to approve the warrant total for July 31st, 2020, in the amount of \$7,110.19 (2020 Expenses Warrant) as presented. **Passed** with 4 ayes

Motion by R. Stone and seconded by M. Cashman to approve the warrant total for August 10th, 2020, in the amount of \$469,311.69 (2020 Expenses Warrant) as presented. **Passed** with 4 ayes

INFORMATION ON EVENTS AND LOCAL ANNOUNCEMENTS

Manager Oswalt informed the Board of Supervisors and public present that Dover Township will be holding Dinner and a Movie Nights in the Park. August 21st, 2020 and August 28th, 2020, 6:00 PM at Brookside Park. August 21st, 2020 showing is the movie Onward and the August 28th, 2020 showing is the movie Toy Story 4.

C. Richards noted that Dover Area Schools will begin holding classes on September 8th, 2020.

PUBLIC COMMENT

None to note.

ZONING OFFICER'S REPORT

Acknowledgment of Sparrow's Way, LP Operation and Maintenance Agreement

The full Board of Supervisors acknowledged the Sparrow's Way, LP Operation and Maintenance Agreement.

MANAGER'S REPORT by Township Manager Laurel Oswalt

Approval of Ordinance 2020-07 Authorizing the General Obligation Note in the Amount of \$551,381.00

Manager Oswalt informed the Board of Supervisors that the 2020 Fire Department Budget contained the ordering and financing of a new fire engine.

Attorney Steve Hovis; with Stock and Leader Law Firm of York, provided the Board with the new information regarding bonds and the newly prepared Township Ordinance 2020-07. The newly prepared Township Ordinance 2020-07 depicts the outline of the \$551,381.00 General Obligation Note for a new fire engine for the Dover Township Fire Department. A proposal for the aforementioned funds was submitted to BB& T Bank; also known as Truist Bank, at rate of 2.62% for 15 years. Attorney Hovis added that the proposed rate is a great rate. September 15th, 2020 is the proposed date for closing.

Motion by C. Richards and seconded by R. Stone to approve Ordinance 2020-07 authorizing the General Obligation Note in the Amount of \$551,381.00, as presented. **Passed** with 4 ayes

Fire Department Dorm Feasibility Results

Manager Oswalt stated that a dorm feasibility study was budgeted for the current calendar year. A committee consisting of Fire Department Officers, live ins, Board members, Supervisor Richards and Township staff worked with an Architectural Firm to develop three possible plans and cost estimates. Three options were narrowed down to two. Option one makes use of the current space, utilizes more individualized restrooms, and enlarges the current space for the dorms. Option one does permit for the live ins to utilize trailers during construction. Option two adds a new addition to the front of the Fire Station. Option two allows for the live ins to remain living in the current facilities during construction. Both options create larger dorm spaces.

Option one provides a study space, as many are student and also provides more private restrooms. Dorms will be equipped with beds, desks, closet space, and organizers. The

estimated cost derived for Option one at one million thirty-one thousand seven hundred dollars and Option two was one million four hundred thousand. Manager Oswalt suggested that Board members review the proposals and the options explained this evening, with furthering discussions being prepared for the upcoming budget.

Chairman Stefanowicz inquired if all rooms are functional and equipped, in both plans, with furniture for the live ins?

C. Richards stated that all rooms are functional, and all include the necessary furniture.

Chairman Stefanowicz inquired why the plans were created with a proposal for eighteen live in quarters?

Chief Brian Widmayer stated that there are currently thirteen live ins at the fire station. Chief Widmayer added that eighteen is more of an average estimate. Eighteen will allow for additional live in volunteers with the theory in mind that if a crew rotation can be created for better functionality of the fire department and the fire fighters.

C. Richards inquired as to the number of active firemen currently at the Dover Township Fire Station?

Chief Widmayer stated that there are currently forty-five active members of the Dover Township Fire Station.

Chief Widmayer stated that the Dover Township Fire Department has been able to take part in more extensive trainings as a result of good standing, active members.

R. Stone commended Chief Widmayer on the number of active members. R. Stone stated that Chief Widmayer's actions are a testament to good leadership.

C. Richards added that with the implementation of option one of the proposed expansions, the expansion would allow for the emergency housing of residents should need present itself on a temporary basis.

Chief Widmayer added that he feels at though it is crucial to seek Option Two, so the current live in firefighters would be able to remain living within the fire station during the addition construction phases. Chief Widmayer added that Option One proposes that the live ins, live in trailers on site, during a renovation phase. Management, functionality and response time to matters of the public's safety could potentially be adversely affected with housing live ins temporarily out of the station facilities.

Chairman Stefanowicz inquired if the expansion option provides additional room for additional EMS and Ambulance services.

Chief Widmayer stated that the proposed option does address expansion for the paramedic services to have their own office, their own bedroom and their own bathroom/shower facility.

C. Richards stated that the expansion option does provide for room for additional EMS and Ambulance services in the future.

R. Stone stated that the Township should first further examine the realities and possibilities of a merger between the Dover Borough and Dover Township Fire Departments and pending outcome of those discussions a decision can then be made.

Chairman Stefanowicz inquired upon the next steps moving forward.

Manager Oswalt explained that this potential project would be managed as a Capital Project and would be proposed as an item for the Dover Township 2021 Budget. The Board of Supervisors would need to collectively decide to pursue financial borrowing for the proposed project. Manager Oswalt added that in addition, the Township would need to decide whether they would like to have furthering discussions with regards to a merger between Dover Township and Dover Borough and if not, the plans from that point moving forward.

Chief Widmayer noted that if ever a merger was to take place between both the Dover Township and the Dover Borough Fire Departments, a new facility would be ideally constructed within Dover Borough as they are located within the very center of Dover.

C. Richards and R. Stone noted both that the discussion of a merger is necessary and soon.

Chief Widmayer wished to add that he feels as though the Dover Township Fire Department has been long overdue for updates to their facility and very little capital improvements have been made. Chief Widmayer stated that from a management standpoint, he feels as though that enrollment and retention rates can be improved and that the volunteer fire service can be bettered by improving the Dover Township Fire Department facility.

The full Board collectively thanked Chief Widmayer for his time and input regarding the proposed expansion of the Dover Township Fire Department building.

Discussion Regarding Accounting and Staffing Presentation

Manager Oswalt informed the Board of Supervisors that if the Board so chooses to proceed with the accounting and staffing proposal, the Board will need to make motion to proceed and to give Manager Oswalt the authority to execute the engagement letter with Hamilton and Musser, P.C. to begin work on the Audit RFP.

Motion by R. Stone and seconded by C. Richards to authorize Manager Oswalt to proceed with the accounting and staffing proposal and to execute the engagement letter with Hamilton and Musser, P.C. to execute an Auditing RFP, as presented. **Passed** with 4 ayes

Acknowledgment of JoAnna Fink's Resignation from the ICD Committee

The full Board of Supervisors acknowledged the resignation of JoAnna Fink from the ICD

Committee.

The full Board of Supervisors thanked Mrs. Fink for her service on the Dover Township ICD Committee.

Acceptance of Tyler Lerman to the ICD Committee

Motion by R. Stone and seconded by M. Cashman to accept Tyler Lerman as a member of the Industrial Commercial Development Committee, as presented. **Passed** with 4 ayes

MS4 PERMIT UPDATE

C. Richards made comment that the Township staff planting of red, white and blue flowers in one of the Township's rain garden are in bloom and are beautiful attribute to the rain garden.

OLD BUSINESS**2020 Joint Comprehensive Plan**

Chairman Stefanowicz made note that Dover Borough did approve the adoption of the 2020 Joint Comprehensive Plan.

Nursery Road

C. Richards stated that if the Board is collectively in agreement, C. Richards and M. Fleming would like to speak with the District Magistrate Judge regarding the enforcement of truck trafficking signs on Nursery Road. C. Richards and M. Fleming would like to gain the support of the district magistrate on this matter.

The full Board collectively agreed to support C. Richards and M. Fleming in their pursuits with regards to reaching out to the District Magistrate Judge regarding the enforcement of truck trafficking signs on Nursery Road.

Dover Highlands, L.P. Agreement

Manager Oswald stated that the full Board was provided a newly amended draft of the Dover Highlands, L.P. Agreement. Changes have been made by Attorney Stacey MacNeal as a result of a prior Board of Supervisors meeting. Manager Oswald stated that two of the more notable changes include matters of the water line and emergency access at the northern portion of the property.

Discussions were held regarding the water line portion of the Dover Highlands, L.P. Agreement proposal. The costs associated with the moving of the water line were questioned.

Attorney Rausch clarified the reasoning for the need to move the aforementioned water line. Attorney Rausch qualified that Dover Township is requesting that Dover Highlands, L.P.

relocate the water line in question. Attorney Rausch stated that if the water line is not moved, the lack of movement does not affect the building of Dover Highlands, L.P. Attorney Rausch stated that the water line does not have to be moved to continue forward.

All Board of Supervisors members were under first impressions that the water line must be moved to continue forward progress on the building of Dover Highlands, L.P.

Attorney Rausch indicated he would clarify this matter with Attorney MacNeal and report back to the Board.

C. Richards stated that he approves of the newly amended portion of the Dover Highlands, L.P. Agreement with regards to the emergency access and the implementation of the emergency access after the installation of the eighth unit.

Attorney Rausch stated that he would like to see the emergency access portion of the Dover Highlands, L.P. Agreement to contain parameters stating and requiring furthering detail about the emergency access, including but not limited to, how wide, base material and so forth.

COMMENTS FROM THE BOARD

R. Stone – R. Stone stated that a meeting for the Joint Interceptor Project and a resolution to the water line issue was held.

M. Cashman – M. Cashman stated that Northern York County Regional Police Department held the Annual National Night Out at the Dover Borough Fire Department. M. Cashman stated that the event went well.

PUBLIC COMMENT

Chief Widmayer thanked the Board of Supervisors for their approval of the new fire engine and Chief Widmayer added that he hopes to get another twenty great years of service as a result.

Attorney Rausch stated that an executive session will be held following the regularly scheduled Board of Supervisors meeting this evening with regards to Lexon Surety.

With no further business, the meeting was adjourned by Chairman Stefanowicz at 8:50 PM.

Respectfully submitted by: _____
Tiffany Strine, Recording Township Secretary