

**DOVER TOWNSHIP  
BOARD OF SUPERVISORS  
BOARD MEETING MINUTES  
FEBRUARY 22<sup>nd</sup>, 2021**

The Dover Township Board of Supervisors' Meeting for Monday, February 22<sup>nd</sup>, 2021, was called to order at 7:00 PM by Chairperson Stephen Stefanowicz in the Dover Township Board of Supervisors meeting room. Supervisors present were Stephen Parthree, Charles Richards, and Robert Stone. Supervisor Michael Cashman was absent with prior notice. Other Township Representatives in attendance were Laurel Oswalt, Township Manager; John McLucas, Township Zoning Officer; Terry Myers, Township Engineer; Cory McCoy, C.S. Davidson; Solicitor Charles Rausch; Tiffany Strine, Township Secretary and Michael Fleming, Township Public Works Director. There were four citizens present. This meeting is being recorded for the purpose of minutes only.

**Chairman Stefanowicz announced that a Board of Supervisors Work Session meeting was held regarding discussion on Board of Supervisors Meeting Room Technology Updates.**

**APPROVAL OF THE BOARD OF SUPERVISORS' MEETING MINUTES FOR  
FEBRUARY 8<sup>TH</sup>, 2021**

**Motion** by R. Stone and seconded by S. Parthree to approve the Board of Supervisors' Meeting Minutes for February 8<sup>th</sup>, 2021, as presented. **Passed** with 4 ayes

**TREASURER'S REPORT**

**Approval of Current Expenditures**

**Motion** by R. Stone and seconded by C. Richards to approve the warrant total for February 5<sup>th</sup>, 2021, in the amount of \$91,335.84 (Liquid Fuels), as presented. **Passed** with 4 ayes

**Motion** by R. Stone and seconded by C. Richards to approve the warrant total for February 12<sup>th</sup>, 2021, in the amount of \$91,749.81, as presented. **Passed** with 4 ayes

**Motion** by R. Stone and seconded by C. Richards to approve the warrant total for February 22<sup>nd</sup>, 2021, in the amount of \$139,464.07, as presented. **Passed** with 4 ayes

**PUBLIC COMMENT**

**None to note.**

**SOLICITOR'S REPORT**

**Adoption of Ordinance No. 2021-01, Amending the Dover Township Code of Ordinances Chapter 15, "Motor Vehicles and Traffic" Part 3, "Restrictions on Size, Weight and Type of Vehicle and Load", and Part 8, "Snow and Ice Emergency".**

Attorney Rausch introduced Ordinance No. 2021-01, Amending the Dover Township Code of Ordinances Chapter 15, "Motor Vehicles and Traffic" Part 3, "Restrictions on Size, Weight and Type of Vehicle and Load", and Part 8, "Snow and Ice Emergency". Attorney Rausch stated that the proposed Ordinance No. 2021-01 has been advertised as warranted and is ready for official adoption by the Dover Township Board of Supervisors.

**Motion** by C. Richards and seconded by S. Parthree to adopt Ordinance No. 2021-01, Amending the Dover Township Code of Ordinances Chapter 15, "Motor Vehicles and Traffic" Part 3, "Restrictions on Size, Weight and Type of Vehicle and Load", and Part 8, "Snow and Ice Emergency", as presented. **Passed** with 4 ayes

## **ENGINEER'S REPORT**

**None to note.**

## **ZONING OFFICER'S REPORT**

### **Consideration of Plan 20-05 – Dover Highlands Final Land Development Plan – 180 Multi Family Dwelling Units – R4 Zoning District**

Mr. John Runge, Gordon L. Brown & Associates, Inc., presented Plan 20-05, Dover Highlands – Phases 1 & 2, Final Land Development Plan, Dover Township, York County, Engineer's Project No. 1619.3.04.41.

C.S. Davidson, Inc. reviewed the Dover Highlands Final Land Development Plan, revised February 12<sup>th</sup>, 2021 that was prepared by Gordon L. Brown and Associates, Inc.

Notation was made that all prior waiver requests for Plan 20-05, Dover Highlands Phases 1 & 2, Final Land Development Plan, have been addressed and granted April 27<sup>th</sup>, 2020. The waivers requested and addressed on April 27<sup>th</sup>, 2020 include the following: 1.) §22-403. E. Separation Distance from Environmentally Sensitive Areas, 2.) §22-704 – Minimum Shoulder Width, 3.) §22-704.A – Minimum Street Width, 4.) §22-710 – Sidewalk along Public Frontage, 5.) §22-711.1 – Curb along Public Frontage, and 6.) §22-1103.5.C – Street Trees located outside Right-of-Way.

The following Subdivision and Land Development Ordinance waiver requests were made for Plan 20-05, Dover Highlands, Phases 1 & 2, Final Land Development Plan are as follows: 1.) §22-501.2.A Prior to final plan approval, a disk in an electronic format compatible with the Township GIS system, should be provided, 2.) §22-501.2.F The seal and signature of the engineer responsible for the plans shall be provided prior to final recording, 3.) §22-501.2.H The notarized signatures of the legal and/or equitable owners certifying concurrences with the plans shall be provided prior to final plan recording, 4.) §22-601.2.J A statement by owner offering dedication of streets, rights-of-ways, easements, and any sites for public use which are to be dedicated, shall be executed provided prior to final plan recording, 5.) §22-602.1 Public improvement security shall be provided prior to final plan approval, 6.) §22-718 The amount of land required to be provided for public recreational purposes for all residential subdivision or land development plans shall be a minimum of 0.025 acres per lot or dwelling unit. Dedication of recreation land or fees in-lieu of for each dwelling unit is required on all residential

subdivisions, and all multi-family developments, regardless of whether private recreational facilities are also provided, 7.) A detail of the proposed crosswalk on Intermediate Avenue shall be provided on the plans. Detail shall include all pavement markings and signage in accordance with current Penn DOT and MUTD standards, 8.) §19-602 The owner is required to execute a Stormwater Operations and Maintenance Agreement prior to final plan approval and 9.) §19-604 The owner shall be required to pay a specified amount to the municipal stormwater maintenance fund, to help defray costs of periodic inspections and maintenance expenses.

**Motion** by C. Richards and seconded by S. Parthree to approve the proposed requests for Plan 20-05, Dover Highlands, Phases 1 & 1, Final Land Development Plan. The waiver requests are as follows: 1.) §22-501.2.A Prior to final plan approval, a disk in an electronic format compatible with the Township GIS system, should be provided, 2.) §22-501.2.F The seal and signature of the engineer responsible for the plans shall be provided prior to final recording, 3.) §22-501.2.H The notarized signatures of the legal and/or equitable owners certifying concurrences with the plans shall be provided prior to final plan recording, 4.) §22-601.2.J A statement by owner offering dedication of streets, rights-of-ways, easements, and any sites for public use which are to be dedicated, shall be executed provided prior to final plan recording, 5.) §22-602.1 Public improvement security shall be provided prior to final plan approval, 6.) §22-718 The amount of land required to be provided for public recreational purposes for all residential subdivision or land development plans shall be a minimum of 0.025 acres per lot or dwelling unit. Dedication of recreation land or fees in-lieu of for each dwelling unit is required on all residential subdivisions, and all multi-family developments, regardless of whether private recreational facilities are also provided, 7.) A detail of the proposed crosswalk on Intermediate Avenue shall be provided on the plans. Detail shall include all pavement markings and signage in accordance with current Penn DOT and MUTD standards, 8.) §19-602 The owner is required to execute a Stormwater Operations and Maintenance Agreement prior to final plan approval and 9.) §19-604 The owner shall be required to pay a specified amount to the municipal stormwater maintenance fund, to help defray costs of periodic inspections and maintenance expenses, as presented. **Passed** with 4 ayes

**Consideration of Plan 20-06 – 3206-3212 Partridge Drive (Sunrise Acres) 2 Lot Final Subdivision Plan – R3 Zoning District.**

Mr. Joshua George, Synder, Secary & Associates, LLC, presented Plan 20-06, 3206-3212 Partridge Drive (Sunrise Acres) 2 Lot Final Subdivision Plan – R3 Zoning District, Engineer's Project No. 1619.3.16.21.

C.S. Davidson, Inc. reviewed the 3206-3212 Partridge Drive, Final Subdivision Plan, revised February 5<sup>th</sup>, 2021 that was prepared by Snyder, Secary & Associates, LLC.

R. Stone inquired upon the location of the sewer laterals for the properties included in Plan 20-06.

J. McLucas qualified that the sewer laterals located in Plan 20-06 are separate sewer laterals.

Mr. George qualified that the lines have been televised for verification.

The following Subdivision and Land Development Ordinance waiver requests were made for Plan 20-06, 3206-3212 Partridge Drive (Sunrise Acres), 2 Lot Final Land Development Plan –

R3 Zoning District are as follows: 1.) §22-501.2.A Prior to final plan approval, a disk in an electronic format compatible with the Township GIS system, should be provided, 2.) §22-501.2.F The seal and signature of the surveyor and engineer responsible for the plans shall be provided prior to final recording, 3.) §22-501.2.H The notarized signatures of the legal and/or equitable owners certifying concurrence with the plan shall be provided prior to final plan recording.

**Motion** by R. Stone and seconded by S. Parthree to approve the proposed requests for Plan 20-06, 3206-3212 Partridge Drive (Sunrise Acres), 2 Lot Final Land Development Plan – R3 Zoning District. The waiver requests are as follows: 1.) §22-501.2.A Prior to final plan approval, a disk in an electronic format compatible with the Township GIS system, should be provided, 2.) §22-501.2.F The seal and signature of the surveyor and engineer responsible for the plans shall be provided prior to final recording, 3.) §22-501.2.H The notarized signatures of the legal and/or equitable owners certifying concurrence with the plan shall be provided prior to final plan recording., as presented. **Passed** with 4 ayes

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

#### **Approval of Resolution No. 2021-08 Approving a New Job Description Title for the Code and Enforcement Officer**

Manager Oswalt informed the Board of Supervisors that upon a Township personnel's recent retirement as the Building and Codes Enforcement Officer. Suggestions were made in matters of creating a new job description in the planning department of a Building and Codes Enforcement Officer title in order to aide with Dover Township Comprehensive Plan initiatives, like a Rental Inspection Program. The suggestions were implemented into the newly proposed Codes and Enforcement Officers job description are being presented for approval.

**Motion** by S. Parthree and seconded by C. Richards to approve Resolution No. 2021-08 approving a new job description title for the Code and Enforcement Officer as presented. **Passed** with 4 ayes

#### **Dover Borough matter regarding Intermediate Avenue and Able Construction**

Manager Oswalt informed the Board of Supervisors that Dover Township has received a letter from Dover Borough regarding an issue with Able Construction who is working on the sewer line and blasting on Intermediate Avenue. An issue has occurred where Able Construction has caused disruption to a Dover Borough well and as a result, Dover Borough was unable to utilize the well for an extended period of time. As a result, Dover Borough had to purchase more water from Dover Township over the course of a twenty-day period, resulting in two thousand five hundred dollars (\$2,500.00). Manager Oswalt stated that a council member from Dover Borough had contacted Manager Oswalt regarding the matter.

Manager Oswalt stated that she has informed the developer in the location of concern, Dover Highlands, that their contractor, Able Construction, of the request. Manager Oswalt stated that she does not feel that the rate payers of Dover Township should pay to remedy this matter, the

individuals at fault should do so. Manager Oswalt stated that she was informed that matters are being worked on; however, she has not been made aware of a final solution at present time.

Manager Oswalt stated that she wanted to inform the Board of Supervisors of the aforementioned issue.

## **PUBLIC WORK'S DIRECTOR'S REPORT by Public Works Director Michael Fleming**

### **Approve Proposed Detour for Bridge Replacement**

M. Fleming informed the full Board of Supervisors that HRG is working on a proposal for a contract for three bridges to be replaced. The Fox Run Road Bridge, Butter Road Bridge and Clearview Road Bridge will be replaced. M. Fleming stated that he feels he would like to have all three (3) bridges' construction completed at the same time and allow for the contractor to implement the necessary road closures per the construction process. M. Fleming stated that by combining all three (3) bridges construction processes at one time, the Township will benefit immensely in cost savings.

Notation was made that the proposed bridge closures will not impact emergency services as emergency services are currently unable to utilize the bridges in question, as a result of the bridges needing repair.

C. Richards feels as though all three (3) bridges should be completed at one time, to equate to a time saving matter as well with regards to road closures.

**Motion** by C. Richards and seconded by S. Parthree to approve to have the necessary construction performed on three (3) bridges and close the necessary roadways, as prescribed by the contractor for the necessary construction of the three (3) bridges known as Fox Run Road Bridge, Butter Road Bridge and Clearview Road Bridge, as presented. **Passed** with 4 ayes

## **RECREATION DIRECTOR'S REPORT**

**None to note.**

### **MS4**

#### **Eagle View Park Sewer Relocation**

Manager Oswalt stated that a Zoom meeting is to be held February 24<sup>th</sup>, 2021 regarding the Eagle View Park sewer relocation, the Eagle View Park sewer relocation project is on the agenda for reimbursement in the amount of six hundred five thousand dollars (\$605,000.00).

#### **Eagle View Park Growing Greener Grant**

Manager Oswalt stated that Dover Township was just issued final grant payment for the Eagle View Park Growing Greener Grant from the Pennsylvania Department of Environmental Protection.

**Final Approval of Solar Drive Project**

Manager Oswalt informed the Board of Supervisors that the final approval of adding the Solar Drive Project to the Counties MS4 projects list will be on the February 24<sup>th</sup>, 2021 agenda. A feasibility study was performed on this site last year and was deemed fit for the inclusion of a riparian buffer and a bioretention area.

**OLD BUSINESS**

**None to note.**

**COMMENTS FROM THE BOARD**

**Chairman Stefanowicz** – Chairman Stefanowicz has been approached by a group of individuals from Dover Borough with regards to inquiries as to how the Township and the Borough could join.

Attorney Rausch stated that he would need to examine the matter further for possible processes of action.

**PUBLIC COMMENT**

**None.**

With no further business, the meeting was adjourned by Chairman Stefanowicz at 8:24 PM and the full Board of Supervisors then entered into an Executive Session to discuss Township personnel matters.

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

Tiffany Strine, Recording Township Secretary