

**DOVER TOWNSHIP  
BOARD OF SUPERVISORS  
BOARD MEETING MINUTES  
JUNE 28<sup>TH</sup>, 2021**

The Dover Township Board of Supervisors' Meeting for Monday, June 28<sup>th</sup>, 2021, was called to order at 7:00 PM by Chairperson Stephen Stefanowicz in the Dover Township Board of Supervisors meeting room. Supervisor's present were Stephen Parthree, Charles Richards, Robert Stone and Michael Cashman. Other Township Representatives in attendance were Laurel Oswalt, Township Manager; John McLucas, Township Zoning Officer; Tiffany Strine, Township Secretary; Charles Rausch, Township Solicitor; Terry Myers, Township Engineer; Cory McCoy, C.S. Davidson and Michael Fleming, Township Public Works Director. There were 18 citizens present. This meeting is being recorded for the purpose of minutes only.

**Chairman Stefanowicz announced that a Work Session was held prior to this evenings regularly scheduled Board of Supervisors meeting to discuss the Hilton Avenue and Bull Road Property and its potential Development as a Planned Residential Development by Inch and Company.**

**APPROVAL OF THE BOARD OF SUPERVISORS' MEETING MINUTES FOR MAY 24<sup>TH</sup>, 2021**

**Motion** by R. Stone and seconded by S. Parthree to approve the Board of Supervisors' Meeting Minutes for May 24<sup>th</sup>, 2021, as presented. **Passed** with 5 ayes.

**TREASURER'S REPORT**

**Approval of Current Expenditures**

**Motion** by M. Cashman and seconded by C. Richards to approve the following warrant totals:  
2021 Expenses Warrant dated June 1<sup>st</sup>, 2021, in the amount of \$54,503.09,  
2021 Expenses Warrant dated June 3<sup>rd</sup>, 2021 in the amount of \$21,091.77,  
2021 Expenses Warrant dated June 14<sup>th</sup>, 2021 in the amount of \$476,602.53,  
2021 Expenses Warrant dated June 14<sup>th</sup>, 2021 in the amount of \$50,147.77 (Liquid Fuels),  
2021 Expenses Warrant dated June 18<sup>th</sup>, 2021 in the amount of \$90,237.69,  
2021 Expenses Warrant dated June 25<sup>th</sup>, 2021 in the amount of \$148.35 (Liquid Fuels),  
2021 Expenses Warrant dated June 28<sup>th</sup>, 2021 in the amount of \$187,462.25, as presented.  
**Passed** with 5 ayes.

**PUBLIC COMMENT**

**Judith Jackson – Ashcombe Farms HOA**

Miss Judith Jackson was present this evening representing the interests of Ashcombe Farms HOA and is the Ashcombe Farms HOA Board President. Miss Jackson stated that the Ashcombe Farms HOA owns vacant property, located across from the Dover YMCA, and Miss Jackson stated that the residents of Ashcombe Farms would like to sell the property to the Dover YMCA in the amount of \$1.00. Miss Jackson qualified that the property in question is simply

an unused plot of land that Ashcombe Farms pays to maintain and insure. The Dover YMCA has informed Miss Jackson that the Dover YMCA would like to purchase the property. Miss Jackson stated that the property in question does not connect directly to Ashcombe Farms development and Miss Jackson would like to seek the Dover Township Board of Supervisors permission to sell the property.

Solicitor Rauch inquired if the property, wanting to be sold, is a separate track of land?

Miss Jackson replied that the property is a separate track and not attached to all other Ashcombe Farms properties.

J. McLucas added that when the development of Ashcombe Farms was being built, the property in question was deemed to be a part of the development's open space requirement.

Solicitor Rausch added that he feels as though the deed for the property should read with specific reservations of rights, under and subject that the property has to remain in use for only recreational use and rights. The Dover Township Board of Supervisors must approve any other use if necessary.

Solicitor Rausch recommended an on-site meeting with Dover Township personnel and Ashcombe Farms HOA members to explore the property in question further, prior to sale.

Miss Jackson was in complete agreement and contact information will be exchanged to schedule the necessary site visit.

### **Scott Henry and Brian Marchuck of BSSF – 2020 Audit Presentation**

Mr. Scott Henry and Mr. Brian Marchuck of BSSF were present this evening to present the 2020 Audit for Dover Township.

Mr. Henry and Mr. Marchuck happily informed the full Board of Supervisors that the Dover Township 2020 Audit findings generated an Unmodified Opinion, Dover Township is in great standing.

### **Mr. Jesse Shifflet – 2500 Oakland Road**

Mr. Jesse Shifflet is a Dover Township resident residing at 2500 Oakland Road. Mr. Shifflett is present this evening to discuss matters of complaints regarding his property and a zoning matter regarding the housing of chickens on his property.

J. McLucas informed the full Board of Supervisors that Mr. Shifflet received a violation letter on March 23rd, 2021 and after the receipt of the letter, Mr. Shifflet immediately contacted J. McLucas to inform him that he has gotten rid of the nuisance rooster in question and was informed that no livestock is permitted in residential areas. Mr. Shifflet owns chickens; however, Mr. Shifflet resides in a residential area and would like to make a suggestion for a text amendment to the Dover Township Zoning Ordinance regarding owning chickens in a residential area.

J. McLucas stated that the Dover Township Planning Commission has heard this matter and the

Dover Township Planning Commission would be willing to entertain a necessary text amendment to the current ordinance should the Dover Township Board of Supervisors agree. J. McLucas stated that with the full Board of Supervisors approval, he would be willing to meet with the necessary parties to draft an ordinance allowing for such provisions.

The full Board of Supervisors agreed to provide further attention and support to the potential incorporation of a text amendment to a Dover Township Ordinance regarding the possession of specific small livestock, like chickens, in residential areas within Dover Township.

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

#### **Discuss Dover Highlands – Intermediate Avenue Restoration**

T. Myers informed the full Board of Supervisors that during the Dover Highlands land development planning, a final Developers Agreement was executed and required trench restoration, reconstruction of the binder course and later the installation of a wearing course. Abel Construction has responded with a proposal to perform the work differently than stated within the Dover Highlands Developers Agreement.

Mr. Troy Abel, with Abel Construction, was present this evening to discuss his proposal. Mr. Abel stated that himself and Dover Township representatives met on site to discuss concerns about pavement surface irregularities on Intermediate Avenue on both the east and west lane. Mr. Abel qualified that the Dover Highlands Developers Agreement depicts necessary means; however, with such pavement irregularities, Abel Construction is proposing a better paving job if more than the depicted two (2) inches of paving is milled out and then replaced with more paving than is being required within the Dover Highland Developers Agreement. More paving and a stronger structural component to the public roadway will thus be achieved in the proposed application.

**Motion** by C. Richards and seconded by R. Stone agreed to accept the proposal from Abel Construction in lieu of what was is stated within the Dover Highlands Developers Agreement, as presented. **Passed** with 5 ayes.

C. Rausch stated that he would like to have the formal proposal from Abel Construction in writing. Mr. Abel stated that he will provide the formal proposal in writing to Dover Township.

#### **Discuss Bridge No. 9 Maintenance/Replacement**

T. Myers informed the full Board of Supervisors that Bridge No. 9 warranted a potential change away from the original bridge liner proposal. Notation was made that flooding is a great issue in this location. Determination was made that an elliptical concrete pipe to be installed will increase the capacity by fifty (50) percent. This change in the Bridge No. 9 construction will result in an increase in the original cost estimate.

**Motion** by C. Richards and seconded by M. Cashman agreed to proceed with the proposed Bridge No. 9 maintenance/replacement amendment to install an elliptical concrete pipe, as presented. **Passed** with 5 ayes.

#### **Rohlers' Church Road Bridge Change Order**

T. Myers informed the full Board of Supervisors that the time frame in which the contractor is was required to install the bridge and the time frame that his sub-contractor was able to provide the materials did not coincide with the bid documents. This has resulted in a no cost change order request for more time.

**Motion** by S. Parthree and seconded by M. Cashman to approve Change Order No. 1 for the Rohlers Church Road Bridge project as a result of a requested time extension due to supplies obtainment, as presented. **Passed** with 5 ayes.

#### **Terra Vista Fence Modification**

T. Myers informed the full Board of Supervisors that a fence in being installed around a retention pond at the location of Terra Vista, for safety purposes. The developer has asked to modify the fencing material from what the plan detailed.

**Motion** by R. Stone and seconded by M. Cashman to approve the fence modification for Terra Vista's retention pond location with a Sullivan Standard, IBC compliant fence, as presented. **Passed** with 5 ayes.

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

None to note.

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

None to note.

#### **RECREATON DIRECTOR'S REPORT**

None to note.

#### **PUBLIC WORKS DIRECTORS REPORT by Public Works Director Michael Fleming**

##### **Approval of Change Order No.1 for E.K. Services on the 2020 Water Main Replacement Project**

**Motion** by R. Stone and seconded by C. Richards to approve Change Order No.1 for E.K. Services for the 2020 Water Main Replacement Project, as presented. **Passed** with 5 ayes.

##### **Approval of Payment Application No. 2 for E.K. Services on the 2020 Water Main Replacement Project**

**Motion** by R. Stone and seconded by M. Cashman to approve Payment Application No. 2 for E.K. Services for the 2020 Water Main Replacement Project, as presented. **Passed** with 5 ayes.

**Approval to Sign a Contract with E.K. Services for Street Cut Repairs**

**Motion** by R. Stone and seconded by M. Cashman to approve signature for contracted services with E.K. Services for Street Cut repairs, as presented. **Passed** with 5 ayes.

**Discuss Nursery Road Traffic and Engineering Study**

M. Fleming stated that he is providing the full Board of Supervisors with the most recent update regarding the current Traffic and Engineering Study performed for Nursery Road. M. Fleming stated that after issues of receipt and proper completion regarding the Nursery Road Traffic and Engineering Study, M. Fleming stated that he feels that the proposal should not be accepted. Too many delays, unfinished work and incorrect work performed were the reasons for M. Fleming recommendation not to authorize the Nursery Road Traffic and Engineering Study by the current engineering consultant at Pennoni. Recommendations were made from Pennoni to look into more roadways than just Nursery Road, within the study, in an added cost of over seven thousand (\$7,000.00) dollars. M. Fleming qualified that even with the studies being performed by Pennoni, M. Fleming still foresees truck traffic issues in this location.

M. Fleming stated that he feels as though Dover Township should pursue a new firm to pursue a proper Traffic and Engineering Study for Nursery Road.

**Motion** by C. Richards and seconded by S. Parthree to approve to seek a new firm to complete a new Traffic and Engineering Study on Nursery Road, with a four (4) week time allotment, as presented. **Passed** with 5 ayes.

Lieutenant Greg Anderson with the Northern York County Regional Police Department provided the full Board of Supervisors with studies containing information regarding enforcement on Nursery Road and Butter Road, for reference.

**Discuss North of the Borough Sanitary Sewer**

M. Fleming requested authorization from the Board of Supervisors to direct Buchart Horn, to perform a study associated with the tapping fees for the North of the Borough Sanitary Sewer project. Buchart Horn needs to calculate tapping fees/EDU's for future gravity and for George Street pump station sewer connections.

**Motion** by R. Stone and seconded by M. Cashman to approve for Buchart Horn to calculate the necessary tapping fees associated with the North of the Borough Sanitary Sewer , as presented. **Passed** with 5 ayes.

**MS4**

**None to note.**

**OLD BUSINESS**

**None to note.**

**COMMENTS FROM THE BOARD**

**None to note.**

**PUBLIC COMMENT**

**Matt Lamparter – Dover Township Resident -4090 Bull Road**

Mr. Matthew Lamparter inquired on the current status of the Traffic and Engineering Study for Nursery Road.

M. Fleming stated that the current Traffic and Engineering Study for Nursery Road is that it has not been completed.

C. Richards stated that the motion has been made to pursue a new firm to complete a proper Traffic and Engineering Study for Nursery Road, with time limits for completion.

**Wanda Stover – Dover Township Resident – 1280 Butter Road**

Mrs. Wanda Stover is a Dover Township resident residing at 1280 Butter Road. Mrs. Stover addressed the Board of Supervisors with her thoughts on the matter and inquired with the Board of Supervisors if Dover Township should be so accommodating to the truck traffic that disrupts their ways of living, their peace of mind.

M. Fleming qualified those local deliveries, by way of trucks, will likely still be permitted regardless of a Traffic and Engineering Study. He further added that restrictions are still a great potential as a result of the proper Traffic and Engineering Study to help ease and eradicate matters of concern.

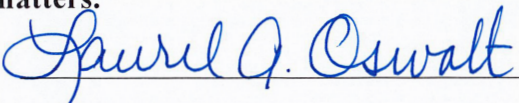
**Matt Lamparter – Dover Township Resident -4090 Bull Road**

Mr. Lamparter informed the full Board of Supervisors that he feels as though employees that work for a local business are continually acting inconsiderately while utilizing the local roadways.

M. Cashman stated that he will contact the owners of the local business in question regarding the matters of concern that Mr. Lamparter and local residents have regarding the residents' local roadways and the businesses' trucks causing disturbances.

**The full Board of Supervisors thanked everyone present this evening for their public comments and their time.**

**With no further business, Chairman Stefanowicz concluded the Board of Supervisors meeting at 9:34 PM and the full Board of Supervisors then entered into an Executive Session to discuss Township personnel matters.**

Respectfully submitted by:  \_\_\_\_\_  
Laurel A. Oswalt, Township Manager