

DOVER TOWNSHIP
BOARD OF SUPERVISORS
MEETING MINUTES
October 25th, 2021

The Dover Township Board of Supervisors for Monday, October 25th, 2021, was called to order at 7:01 PM by Chairperson Stephen Stefanowicz in the Dover Township Board of Supervisors meeting room. Supervisors' present were Charles Richards, and Michael Cashman. Robert Stone and Stephen Parthree were absent with prior notification. Other Township Representatives in attendance were Laurel Oswalt, Township Manager; Charles Rausch, Township Solicitor; Michael Fleming, Township Public Works Director; Terry Myers, Township Engineer; Corey McCoy, CS Davidson; Brooke Scearce, Recording Secretary; and John McLucas, Zoning Officer. There were also 10 members of the public present.

This meeting is being recorded for the purpose of minutes only.

APPROVAL OF THE BOARD OF SUPERVISORS BUDGET SESSION MINUTES FOR OCTOBER 11TH, 2021

Motion by M. Cashman and seconded by C. Richards to approve the Budget Session Meeting Minutes from October 11th, 2021, Meeting, as presented. **Passed** with 3 ayes.

TREASURER'S REPORT

APPROVAL OF THE WARRANT DATED OCTOBER 14TH, 2021 IN THE AMOUNT OF \$210,426.52

APPROVAL OF THE WARRANT DATED OCTOBER 21ST, 2021 IN THE AMOUNT OF \$1,243.64(LIQUID FUELS)

APPROVAL OF THE WARRANT DATED OCTOBER 21ST, 2021 IN THE AMOUNT OF \$17,970.00(2018 BOND)

APPROVAL OF THE WARRANT DATED OCTOBER 25TH, 2021 IN THE AMOUNT OF \$410,732.45

Motion by M. Cashman and seconded by C. Richards to approve the above referenced warrant totals. **Passed** with 3 ayes.

PUBLIC COMMENT

Steve Hovis, Stock and Leader and Garrett Moore, PFM: Sewer Authority Debt Guaranty and Dover Township General Obligation Bond

Ordinance 2021-4 -Authorizing the General Obligation Bond Series of 2022.

Garrett Moore presented a document showing Dover Township's desire to refinance its 2017 General Obligation Bond at a savings and borrow an additional \$3.8 million for various water projects.

Steve Hovis reviewed ordinance 2021-4 which sets a maximum aggregate principal amount not to exceed \$12,000,000 for the purpose of financing various capital projects of the Township; refunding the Dover Township general obligations bonds, series of 2017; and paying all costs and expenses of the issuance of the bonds.

Motion by M. Cashman and seconded by C. Richards to approve Ordinance 2021-4 - Authorizing the General Obligation Bond Series of 2022 as presented. **Passed** by a roll call vote: S. Stefanowicz- aye, C. Richards- aye, M. Cashman- aye. (3-0)

Ordinance 2021-5- Authorizing the 12th Supplemental Lease between DTSA and Dover Township.

Garrett Moore presented a document detailing the Dover Township Sewer Authority's desire to refinance their 2015 General Obligation Bond at a savings and borrow an additional \$6 million for various collection system repairs.

Steve Hovis reviewed ordinance 2021-5 which is a twelfth supplement lease amendment, under which the sewer system owned by the Dover Township Sewer Authority is leased to Dover Township for operation and use; the ordinance further; approves a guaranty agreement guaranteeing payment of the Dover Township Sewer Authorities sewer revenue bonds if they were to default by Dover Township.

Motion by M. Cashman and seconded by C. Richards to approve Ordinance 2021-4 - Authorizing the General Obligation Bond Series of 2022 as presented. **Passed** by a roll call vote: S. Stefanowicz- aye, C. Richards- aye, M. Cashman- aye. (3-0)

ENGINEER'S REPORT, T. MYERS

Discussion regarding outstanding items on Oakmont Drive.

T. Myers stated Dover Township has not yet adopted the road because there are some minor issues that need to be fixed before adoption. The developer needs to install 4 street signs, the stormwater inlets need cleaned out, and there is some sealing that needs done at the expansion joints. Dover Township currently is holding funds for this development.

T. Myers asked the board if the developer addressed all those issues, would the Township be willing to adopt the road.

M. Cashman stated that a letter should be drafted saying all the issues must be completed by a certain date and if the work is not done by the date, the Township would then do the work.

T. Myers agreed with M. Cashman and stated from the day the letter is sent out, the developer would have 30 days to fix the issues. Consensus of the board was to have the Township Engineer issue the referenced letter.

Discussion regarding Intermediate Avenue Street Trees.

T. Myers stated that there are trees to be planted on Intermediate Avenue which are right underneath powerlines. The DASD board is asking that the street tree requirement be waived on Intermediate Avenue. This can only occur if the DASD can meet its requirements of its NPDES permit.

Consensus of the Board was to waive the trees on Intermediate Avenue that was detailed on the DASD High School Land Development Plan.

T. Myers also stated that there is a two-foot grass strip between the curb and the sidewalk on Intermediate Avenue. The school district would like to move the sidewalk, which is five foot wide, forward, flush with the curb line.

Chairman Stefanowicz questioned if there is any benefit to having the grass strip between the sidewalks.

T. Myers stated that moving the sidewalk forward, would then move it away from the power poles and would give more room for people to walk.

C. Richards has some concerns about moving it closer to the road.

T. Myers stated that the curb is 8 inches high and should provide adequate protection.

M. Cashman suggested that we have the school make the sidewalk wider.

Chairman Stefanowicz stated the sidewalk could be seven-foot wide.

T. Myers said the DASD had discussed this possibility on site.

M. Cashman questioned how wide the guard rail will be.

T. Myers stated it is about eighteen inches. The roadway is fifteen feet wide so hopefully cars are not right up against the curb. There is also no parking along that side of the road.

Consensus of the Board was to remove the grass strip and install a seven-foot-wide sidewalk.

ZONING OFFICER REPORT, J. MCLUCAS**Resolution 2021-21 authorizing the Township Secretary to sign the Planning Module for Plan 21-3 (Rodgers-3 Lot).**

J. McLucas stated that we received a three-lot subdivision plan on Conewago Rd, and the plan is still under review. He is requesting that we allow our Township Secretary to sign the Planning Module for Plan 21-3.

Motion by C. Cashman and seconded by C. Richards to approve Resolution 2021-21 authorizing the Township Secretary to sign the Planning Module for Plan 21-3 (Rodgers-3 Lot) as presented. **Passed** with 3 ayes.

Approval of the Seasons Phasing Plan to begin Phase 2 prior to Phase 3A.

J. McLucas stated that when the Seasons Preliminary Plan was authorized, a phasing plan was included. The developer is now seeking approval to begin Phase 2 prior to Phase 3A. The board previously approved a rephasing plan at the 1-28-2019 meeting.

J. McLucas stated that the developer still needs to file Phase 2 final subdivision plans and once that is submitted to us, a discussion about the timeline for the emergency access to be installed can be authorized.

T. Myers recommended a guarantee in the form of security for the emergency access to be installed through Fox Meadow Dr.

C. Richards questioned if the bond would go up after a period of time.

J. McLucas stated they would have to reevaluate it every year.

T. Myers stated they are looking for an approval of the revised phasing schedule with tying into Fox Meadow Dr with Phase 2.

Motion by C. Richards and seconded by M. Cashman to approve the Seasons Phasing Plan to begin Phase 2 prior to Phase 3A, as presented. **Passed** with 3 ayes.

Discussion regarding Faire Wynde Phase III Letter of Credit and Public Improvements completion.

J. McLucas stated that in July we received a formal response to replace the letter of credit with a performance bond. The board discussed this matter at their August 23rd meeting and required the work completed by October 15th, or the Township would pursue the letter of credit. On October 20th the letter of credit was pulled, and the developer is requesting what the next steps are going forward.

J. McNaughton stated that we drew around \$97,000 and there is about \$40,000 of work that still needs to be complete. He also stated that he would like to offer that section of roadway to the Township once the paving has been completed. He would be willing to provide a longer-term maintenance bond and funds to replace lost Liquid Fuels Revenue on a per mile basis.

M. Fleming stated the PennDOT completion date is October 15th (the date by which paving can be certified); and it must be fifty degrees and rising.

J. McNaughton stated that in 2020 they were completed and ready to have the roads paved by Pennsy Supply but on October 7th, 2020 they received a letter with a punch list of items that need

to be completed.

M. Fleming stated that there is a rain garden in the cul de sac and the pipe does not connect. He also stated that they have not submitted anything to the York County Conversation District to convert the pond and close out the permit. M. Fleming stated that there is just more than paving that needs to be completed.

J. McNaughton stated that the pond is sized according to the plan.

T. Myers questioned if surveyed whether the pond grading would be compliant with post construction storm water management.

J. McNaughton stated that the outlet structure needs swabbed.

C. Rausch stated that the Township is not releasing any of the funds until the work is complete. Under the Municipal Planning Code, the Township can use the funds to finish the work. He also stated that if Mr. McNaughton does the work, the Township would certainly be willing to release the funds.

Chairman Stefanowicz stated that he does not want our residents to have to put up with roads that are not complete and if there is a contractor that is coming out to do the work later in the week, he would like the work to get done.

Chairman Stefanowicz questioned how long the paving would take.

J. McNaughton stated it would take one day to prep the road and one day to pave the road.

Board consensus was to allow the McNaughton Company to go forward with the paving this week. When the roads are adopted an agreement will be required stipulating to a 3-year maintenance bond and maintenance funds required to replace lost Liquid Fuels money.

Discussion regarding the Memorandum of Understanding with York County Conservation District and the Fountain Rock Development.

J. McLucas stated that back on September 8th the York County Conservation District requested that we not issue any building permits for Fountain Rock subdivision due to stormwater violations on the site.

Chairman Stefanowicz questioned how long permits will be held.

J. McLucas indicated that the bulk of the work needs completed prior to the release of permits.

TOWNSHIP MANAGER REPORT, L. OSWALT

Approval to advertise the 2022 Dover Township Budget.

Motion by M. Cashman and seconded by C. Richards to approve the advertisement of the 2022 Dover Township Budget as presented. **Passed** with 3 ayes.

Approval of the Animal Control Contract for 2022.

Motion by M. Cashman and seconded by C. Richards to approve the Animal Control Contract for 2022 as presented. **Passed** with 3 ayes.

Recognition of the completion of Chase Billet's and Garry Waltersdorff, Jr. probationary period.

Manager Oswald stated both employees have completed their probationary period and are now eligible to join the retirement plan.

Approval of Resolution 2021-20, authorizing an Intermunicipal Agreement with Dover Borough.

Motion by C. Richards and seconded by C. Cashman to approve Resolution 2021-20, authorizing an Intermunicipal Agreement with Dover Borough as presented. **Passed** with 3 ayes.

PUBLIC WORKS DIRECTOR REPORT, M. FLEMING

Acceptance of high bidders for the list of items on MunicuBid as detailed in the Public Works Directors Report.

M. Fleming stated that he would like the board to accept the following items that were placed on MunicuBid: Items A, F, G, H, I.

Motion by M. Cashman and seconded by C. Richards to approve the high bidders for items A, F, G, H, and I as presented. **Passed** with 3 ayes.

M. Fleming stated that items B and E should be disposed of as they have not generated bidders

Motion by C. Richards and seconded by M. Cashman to dispose of items B and E as presented. **Passed** with 3 ayes.

M. Fleming stated items C and D did not meet the reserves so he would like to rebid those items.

Motion by M. Cashman and seconded by C. Richards to rebid items C and D as presented. **Passed** with 3 ayes.

Petition from residents along Danielle and Willapa Drives regarding stormwater runoff.

M. Fleming stated that residents submitted a petition to evaluate stormwater drainage. He would like two supervisors to go out on site and walk the properties with him in their development.

C. Richards and Chairman Stefanowicz both stated they would go out with M. Fleming to walk

the properties.

Chairman Stefanowicz questioned what the issue was ten years ago with these properties.

M. Fleming stated that the rear yards street drainage causes them to be wet for weeks. It is a natural low area so there is no way to completely eliminate the water.

Manager Oswalt stated one of the concepts that was pursued was to install swales through the backyards, but easements are necessary for this work. All the property owners would not sign off on the new easements at that time.

C. Dillman from 2773 Willapa Dr stated that she asked for more topsoil from the builder when her home was being built across the street and she was denied.

R. Ferree from 2767 Willapa Dr stated that he does not think the storm drains have enough capacity.

M. Fleming stated that there is enough capacity but when the drain gets covered with debris it reduces that amount of water that can be properly drained.

R. Kashner from 2772 Danielle Dr stated that all the debris come down through his yard.

R. Ferree questioned what the process would be if the Township went out to look at the issue and properties again.

Manager Oswalt stated that it would depend on the project, and whether easements are necessary. Once that can be determined, then funding for the project would need to be considered through the Capital Improvements process.

R. Kashner stated that the petition was signed, by the affected residents.

Dover Area School District School Zone on Canal Road.

M. Fleming stated there are some issues with the school zone signal on Canal Road. PennDOT requires the signal system to be installed before the old system is removed. The DASD's engineer did not bid the project that way, but instead intended to move the old pole for reuse by the new system.

RECREATION DIRECTOR REPORT

None to report.

MS4 UPDATE

None to report.

OLD BUSINESS

Nursery Rd

M. Fleming stated that a second engineer from TRG was out on site and did not have any recommendations for that section of roadway.

M. Fleming stated that it is in the budget for next year to widen the curve on Butter Road.

C. Richards stated he would be willing to take Nursery Road off the agenda if we look at the intersection of Butter Road and Bull Road for improvements as well.

COMMENTS FROM THE BOARD

C. Richards reported that the Dover Township Volunteer Department was involved in accident with the fire rescue truck and the fire engine. There were no injuries.

C. Richards stated that we should move forward with the new dorm expansion project for our volunteer firefighters.

COMMENTS FROM THE PUBLIC

With no further business, Chairman Stefanowicz concluded the Board of Supervisors meeting at 9:24 PM and the full Board of Supervisors then entered into an Executive Session to discuss the Township Union Contract, Open Positions, and Evaluations.

Respectfully submitted by: Brooke Scarce

Brooke Scarce, Recording Secretary