

**DOVER TOWNSHIP  
BOARD OF SUPERVISORS  
MEETING MINUTES  
January 10<sup>th</sup>, 2022**

The Dover Township Board of Supervisors for Monday, January 10<sup>th</sup>, 2022, was called to order at 7:02 PM by Chairperson Stephen Stefanowicz in the Dover Township Board of Supervisors meeting room. Supervisors' present were Charles Richards, Steve Parthree, Rob Stone and Michael Cashman. Other Township Representatives in attendance were Laurel Oswalt, Township Manager; Charles Rausch, Township Solicitor; Michael Fleming, Township Public Works Director; Greg Anderson, Police Lieutenant; Brooke Scarce, Recording Secretary; and John McLucas, Zoning Officer. There were also 3 members of the public present.

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

**APPROVAL OF THE BOARD OF SUPERVISORS WORK SESSION MINUTES FOR DECEMBER 13<sup>TH</sup>, 2021**

**APPROVAL OF THE BOARD OF SUPERVISORS MINUTES FOR DECEMBER 13<sup>TH</sup>, 2021**

**APPROVAL OF THE BOARD OF SUPERVISORS REORGANIZATION MINUTES FOR JANUARY 3<sup>RD</sup>, 2022**

**Motion** by C. Richards and seconded by R. Stone to approve the Work Session and Regular Meeting Minutes from December 13<sup>th</sup>, 2021, Meeting, and the Reorganization Minutes from January 3<sup>rd</sup>, 2022, as presented. **Passed** with 5 ayes.

**TREASURER'S REPORT**

**APPROVAL OF THE DECEMBER 31<sup>ST</sup>, 2021 WARRANT IN THE AMOUNT OF \$143,505.04**

**APPROVAL OF THE JANUARY 7<sup>TH</sup>, 2022 WARRANT IN THE AMOUNT OF \$3,090.86**

**APPROVAL OF THE JANUARY 7<sup>TH</sup>, 2022 WARRANT IN THE AMOUNT OF \$1,115.84 (LIQUID FUELS)**

**APPROVAL OF THE JANUARY 10<sup>TH</sup>, 2022 WARRANT IN THE AMOUNT OF \$282,863.72**

**Motion** by R. Stone and seconded by M. Cashman to approve the above referenced warrant totals. **Passed** with 5 ayes.

**PUBLIC COMMENT**

None to note.

**ZONING OFFICER REPORT, J. MCLUCAS**

**Approval of the Faire Wynd Phase 3 Bond to replace the cash on hand in the amount of \$57,860.00.**

J. McLucas stated the Township pulled the letter of credit and therefore currently have the cash from the developer to complete the improvements. However, the developer has now posted a bond, if we do not accept the bond, we would need to take responsibility for completing the outstanding improvements.

C. Rausch recommend that we send a letter to the developer stating the work must be completed by May 31<sup>st</sup>, 2022.

**Motion** by S. Parthree and seconded by C. Richards to approve the Faire Wynd Phase 3 Bond to replace the cash on hand in the amount of \$57,860.00, as presented. **Passed** with 5 ayes.

**SOLICITORS REPORT**

**Retro-active authorization to have the Chair sign the Opioid Settlement to allow York County to receive its proportionate share of the funds.**

C. Rausch stated that money is forthcoming from a legal settlement to York County. As a larger municipality in the County there was a need to sign paperwork in order for the settlement proceeds to be provided.

**Motion** by R. Stone and seconded by M. Cashman to approve the Chair sign to Opioid Settlement to allow York County to receive its proportionate share of the funds, as presented. **Passed** with 5 ayes.

**TOWNSHIP MANAGER REPORT, L. OSWALT**

**Approval of the Contract with the York County Stormwater Consortium for \$235,000 for the Little Conewago Creek Floodplain Restoration Design and Permitting.**

Manager Oswalt explained that this is the joint project with West Manchester Township that is part of the York County Consortium's Chesapeake Bay Pollution Reduction Plan.

C. Richards questioned whether he should abstain from a vote in this matter, since his property is located within the project area.

C. Rausch did not feel that he needed to abstain.

**Motion** by R. Stone and seconded by M. Cashman to approve the Contract with the York County Stormwater Consortium, as presented. **Passed** with 5 ayes.

**Resolution 2022-6 amending the Dover Township Employee Policy Manual.**

**Motion** by M. Cashman and seconded by C. Richards to approve Resolution 2022-6 amending the Dover Township Employee Policy manual, as presented. **Passed** with 5 ayes.

**Authorization to have Fire Line Equipment sell the 2001 Pierce Dash Pumper using Second Class Township requirements.**

Manager Oswalt stated the equipment did not meet the reserve on MunicBid. However, when placing the item for bid through Fire Line Equipment would could request the same reserve.

Brian Klinger stated he was the highest bidder for the fire engine on MunicBid. He is currently a volunteer for Strinestown Fire Department and is looking to replace his business fire engine with a new one. He would like to pay cash for the item without going through any bidding process.

C. Richards stated the Township buys the equipment for the Fire Department, and when we sell items, we use the money to buy new equipment. He wants to see the best price for the taxpayers.

Manager Oswalt stated before the item was posted on MunicBid, the Fire Department contacted Fire Line Equipment to get a quote for how much the Pierce Dash Pumper is worth. The reserve that was placed on the item is lower than the quote that was received. The Township is required to get the best price we can through a public bidding process. We also can sell the truck to another municipality without bidding, but not a private company or citizen. Paradise Township has also expressed interest in purchasing the truck.

**Motion** by S. Parthree and seconded by C. Richards to approve authorization to have Fire Line Equipment sell the 2001 Pierce Dash Pumper using Second Class Township requirements, as presented. **Passed** with 5 ayes.

**PUBLIC WORKS DIRECTOR REPORT, M. FLEMING**

**Authorization to have the Chair sign the Andover Utility Replacement Project contract documents.**

M. Fleming stated there is brief construction meeting on Thursday, January 13<sup>th</sup>, 2022, with the contractor, the engineer, our staff, and the York County Conservation District. There are two tractor trailer loads of pipe that were delivered to the Township. There is no scheduled start date for the project yet.

**Motion** by S. Parthree and seconded by R. Stone to have the Chair sign the Andover Utility Replacement Project contract documents, as presented. **Passed** with 5 ayes.

**Discussion regarding additional costs associated with the Bridges 1, 2, and 9 engineering.**

M. Fleming stated back in 2020 the conditions of the three bridges needed some attention. We moved forward with a proposal with CS Davidson. There were issues with the project and DEP

permits. The engineer is asking for an additional \$10,000.00 to complete the projects. All total they have \$15,000 in additional expenses.

C. Richards stated he would like to discuss this issue when our engineer is present at the next meeting.

**Consensus of the Board** was to wait until the next meeting to discuss this matter with Township Engineer.

#### **Discussion regarding the Public Works Garage Air Compressor.**

M. Fleming stated the Labor Industry was at the Township to look at the new boiler during installation. The boiler and the air compressor both fall under the same requirements with this agency. We paid an architectural firm to design the air compressor system and the drawings were review, approved, and inspected by Middle Department Inspection Agency. The contractor did not raise an issue with the drawings at installation. The Department of Labor Industry is giving the Township 30 days to move the air compressor to have 18 inches of clearance all the way around the equipment. The estimated cost to fix the issue is \$3,400.00.

M. Fleming stated he would like to move the air compressor to bring it up to code with the Labor Industry since this an emergency repair that needs to resolve within 30 days.

**Consensus of the Board** was to move forward with the repair and potentially seek reimbursement from the vendors involved.

#### **Authorization to Advertise the Dover Township Properties Mowing Request for Proposals.**

**Motion** by R. Stone and seconded by M. Cashman to authorization to Advertise the Dover Township Properties Mowing Request for Proposals, as presented. **Passed** with 5 ayes.

#### **MS4 UPDATE**

Manager Oswalt stated we are working with Land Studies to submit an application for the construction of the Little Conewago Creek Floodplain Restoration Project through a Susquehanna River Basin Commission grant program.

#### **OLD BUSINESS**

None to note.

#### **COMMENTS FROM THE BOARD**

M. Cashman stated he had a meeting the Northern Regional about the new Northern Regional building. At this point the plan is to build the new building and lease it back to Northern Regional.

**COMMENTS FROM THE PUBLIC**

Steve Hess from 946 Shadowbrooke Drive just moved into the Township recently and questioned if the Board agendas and minutes get posted on the website.

Manager Oswalt stated all agendas and minutes are posted on the website.

**With no further business, Chairman Stephen Stefanowicz concluded the Board of Supervisors meeting at 7:50 PM and the full Board of Supervisors then entered into an Executive Session to discuss personnel evaluations.**

Respectfully submitted by: Brooke Scarce

Brooke Scarce, Recording Secretary