

DOVER TOWNSHIP
BOARD OF SUPERVISORS
MEETING MINUTES
May 23rd, 2022

The Dover Township Board of Supervisors for Monday, May 23rd, 2022, was called to order at 7:01 PM by Vice-Chairperson Robert Stone in the Dover Township Board of Supervisors meeting room. Supervisors' present were Charles Richards, Steve Parthree, Robert Stone, and Michael Cashman. Steve Stefanowicz was absent with prior notification. Other Township Representatives in attendance were Laurel Oswalt, Township Manager; Charlie Rausch, Township Solicitor; Terry Myers, Township Engineer; Corey McCoy, CS Davidson; Michael Fleming, Township Public Works Director; Greg Anderson, Northern Regional Police Lieutenant; Brooke Scarce, Recording Secretary; and John McLucas, Zoning Officer. There was 0 members of the public present.

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

APPROVAL OF THE BOARD OF SUPERVISORS MINUTES FOR APRIL 25TH, 2022
APPROVAL OF THE WORK SESSION MINUTES FOR MAY 9TH, 2022

Motion by S. Parthree and seconded by M. Cashman to approve the Regular Meeting Minutes from the April 25th and the Work Session Meeting Minutes from May 9th, as presented. **Passed** with 4 ayes.

TREASURER'S REPORT

APPROVAL OF THE MAY 9TH, 2022 WARRANT IN THE AMOUNT OF \$ 402,433.01
APPROVAL OF THE APRIL 19TH, 2022 WARRANT IN THE AMOUNT OF \$ 46,058.75
(Liquid Fuels)
APPROVAL OF THE APRIL 20TH, 2022 WARRANT IN THE AMOUNT OF \$ 324,988.93

Motion by C. Richards and seconded by M. Cashman to approve the above referenced warrant totals, as presented **Passed** with 4 ayes.

PUBLIC COMMENT

G. Anderson questioned if the Township would like to purchase an automatic license plate reader. There are two different units that can be purchased: a mobile unit, which is mounted on the vehicles, or a stationary unit. The mobile unit is equipped with three ALPR's. This will capture a picture of the vehicle and the license plate of every car the police cruiser passes. The unit records, photographs, and runs every tag that passes by the police cruiser for stolen, suspended, and expired tags. The data is also kept in a database for future reference. The stationary units are solar powered, and also provide a traffic study. The stationary unit reads and records the same information as the mobile unit. The mobile unit is \$22,000 and the stationary unit is \$35,000. Northern Regional currently has 4 mobile units and 2 stationary units.

M. Fleming questioned if the license plate readers would be affected by different types of the weather.

G. Anderson stated that the mobile units were out in January and February and no issues were noted.

M. Cashman questioned how many municipalities have contributed money for either a stationary unit or a mobile unit.

G. Anderson stated out of the 11 municipalities that Northern Regional patrols, 9 municipalities have contributed money for the automatic license plate readers.

M. Cashman stated that a mobile unit should be installed on every patrol vehicle. The information, what they do, and how they work is necessary for the police department.

Manager Oswalt stated that we will have to consider adding an automatic license plate reader in the budget for next year.

ENGINEER'S REPORT, T. MYERS

Advertisement of the Stormwater Management Ordinance review to be known as Ordinance 2022-01.

T. Myers stated there are 4 items under the Stormwater Management Ordinance that need to be addressed. The first item is in order to protect and improve water quality, an impaired buffer easement shall be created and recorded as any subdivision or land development plan located in the designated MS4 areas. The second item is rain gardens or other above ground facilities that are used for volume control credit shall have an underdrain with a valve that is to remain closed at all times unless dewatering the facility, to perform maintenance, or dewatering has not occurred within the allotted time of 72 hours. There was a request to add alternate methods of volume control contained in the PA DEP/ BMP manual.

R. Stone questioned if we remove the restrictions on fencing, does the Township have the ability to discern a life safety issue and require a fence at a later time based on circumstances.

T. Myers stated there was previously definite requirements as to when a fence needed to be installed.

C. Richards stated the fencing should be required.

Manager Oswalt stated that there has been feedback from residents stating that the Township install grates on pipes for safety reasons, but then these areas become maintenance issue.

T. Myers stated that for the third item other methods of volume control contained in the PA Stormwater BMP manual were appropriate or may be considered. The last item is the proposed

disconnection does not total an amount equal or greater than 5,000 square feet or does not exceed more than 5% of the tract's area.

J. McLucas questioned if it would be difficult to incorporate a soil map into the appendix.

C. McCoy stated the Township can add a link to the website or it can be added to the small projects guide.

Motion by S. Parthree and seconded by M. Cashman to approve the advertisement of the Stormwater Management Ordinance 2022-01, as presented **Passed** with 4 ayes.

ZONING OFFICER'S REPORT, J. MCLUCAS

Approval of Brownstone Manor Rephasing Plan.

J. McLucas stated Brownstone Manor is requesting to change the timeline to build phase 4B before phase 3. Phase 3 will tie into South Salem Church Road, but they will have to wait several months before being approved for the highway occupancy permit from PennDOT.

Motion by M. Cashman and seconded by C. Richards to approve the Brownstone Manor Rephasing Plan, as presented **Passed** with 4 ayes.

Acceptance of HRG's proposal for consulting services to update the Zoning Ordinance per the advertised RFP.

J. McLucas stated we only received two bids, one from Urban Research and Development Corporation for \$58,800.00 and HRG for \$32,500.00.

Manager Oswalt stated that Dover Borough will also have to authorize HRG.

Motion by S. Parthree and seconded by M. Cashman to approve HRG's proposal for consulting services to update the Zoning Ordinance per the advertised RFP pending Borough approval, as presented **Passed** with 4 ayes.

TOWNSHIP MANAGER REPORT, L. OSWALT

Approval of the Second Amendment to the T-Mobile Lease at the Admire Tank.

Motion by S. Parthree and seconded by C. Richards to approve the second amendment to the T-Mobile Lease at the Admire Tank, as presented **Passed** with 4 ayes.

Recognition of Calvin Kern and Emmett Simpson's completion of their 6-month probationary period.

Manager Oswalt noted that both gentlemen have completed their probationary period and are being acknowledged for membership in the employee pension plans.

PUBLIC WORKS DIRECTOR REPORT, M. FLEMING

Approval of Road Closures for Bridge 1, 2, and 9 under the Section 2308 Second Class Township Code.

M. Fleming stated that bridges 1 and 2 are expected to be closed for one week. Bridge 9 will be closed for 30 days.

Motion by C. Richards and seconded by S. Parthree to approve the road closures for bridges 1, 2, and 9 under the Section 2308 second class Township code, as presented **Passed** with 4 ayes.

Approval of Buchart Horn Wastewater Flow Meter Three-Year Contract.

M. Fleming stated Buchart Horn is holding the same price per flow meter for the remainder of this year. There are currently 10 meters that record flow from Conewago, Manchester, Dover, and West Manchester. The meters are necessary for the operation of the facility and invoicing the other municipalities for their share of the cost.

Motion by S. Parthree and seconded by M. Cashman to approve Buchart Horn wastewater flow meter three-year contract, as presented **Passed** with 4 ayes.

Discussion regarding the 2022-2026 Capital Improvements Plan.

M. Fleming prepared a spreadsheet that was given to the Board to be reviewed before the budget discussions. Feedback from the Board is important to ensure that items are supported.

Manager Oswalt noted in Year 2023 of the Draft Plan, the rehab and restroom remodel of the Senior Center will not be completed at the Community Building, if the Senior Center has not relocated and the Brookside basketball court will be rehabbed in 2023 instead. Also, in 2023 and 2024, Community Park is to have pavilions demolished/rebuilt. With the new pavilions going into Eagle View Park, the Board will eventually need to decide if it is necessary to replace the existing pavilions at the Community Park.

C. Richards questioned how many pavilions will be going into the park at Eagle View Park.

Manager Oswalt stated there will be one pavilion added to the Eagle View Park in Phase I which is bigger than the two pavilions at the Community Park combined. In 2023 there will be a study completed to determine if the old driving range can be used as a restroom, concession stand, as well as the barn foundation be utilized to construct a similar building to the Log House.

MS4 UPDATE

None to report.

OLD BUSINESS

2020 Joint Comprehensive Plan.

Manager Oswalt stated there was a Regional Collaborative Meeting held in April, Attendees included: Dr. Cartwright, DASD Superintendent, along with Cindy Snyder, Dover Borough Council and Chuck Benton, Dover Area School District. Various items listed in the Comprehensive Plan were reviewed and the committee agreed to meet again in September to continue discussions on these initiatives.

COMMENTS FROM THE BOARD

C. Richards stated there was an accident involving the Fire Engine but there were no injuries. The Fire Department will be using the 2001 Pierce Fire Engine as a backup truck until repairs are finalized.

COMMENTS FROM THE PUBLIC

None to report.

With no further business, Vice-Chairman Robert Stone concluded the Board of Supervisors meeting at 8:03 PM and the full Board of Supervisors then entered into an Executive Session to discuss potential real estate acquisition of Fox Run Road.

Respectfully submitted by: Brooke Scarce

Brooke Scarce, Recording Secretary