

DOVER TOWNSHIP
BOARD OF SUPERVISORS
MEETING MINUTES
June 27th, 2022

The Dover Township Board of Supervisors for Monday, June 27th, 2022, was called to order at 7:00 PM by Chairperson Stephen Stefanowicz in the Dover Township Board of Supervisors meeting room. Supervisors' present were Charles Richards, Stephen Parthree, and Michael Cashman. Robert Stone 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 were 16 members of the public present.

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

APPROVAL OF THE WORK SESSION MINUTES FOR MAY 23RD, 2022.

Motion by C. Richards and seconded by M. Cashman to approve Work Session Meeting Minutes from May 23rd, as presented. **Passed** with 4 ayes.

APPROVAL OF THE REGULAR BOARD OF SUPERVISOR MINUTES FOR MAY 23RD, 2022.

Motion by S. Parthree and seconded by C. Richards to approve the Regular Meeting Minutes from May 23rd, as presented. **Passed** with 4 ayes.

TREASURER'S REPORT

APPROVAL OF THE JUNE 1ST, 2022 WARRANT IN THE AMOUNT OF \$ 385,879.61

APPROVAL OF THE JUNE 10TH, 2022 WARRANT IN THE AMOUNT OF \$ 259.85

(Liquid Fuels)

APPROVAL OF THE JUNE 10TH, 2022 WARRANT IN THE AMOUNT OF \$ 28,365.60

(2020 BOND)

APPROVAL OF THE JUNE 13TH, 2022 WARRANT IN THE AMOUNT OF \$ 213,949.06

APPROVAL OF THE JUNE 24TH, 2022 WARRANT IN THE AMOUNT OF \$ 13,086.71

(Liquid Fuels)

APPROVAL OF THE JUNE 24TH, 2022 WARRANT IN THE AMOUNT OF \$ 4,142.28

(2018 BOND)

APPROVAL OF THE JUNE 27TH, 2022 WARRANT IN THE AMOUNT OF \$ 369,776.89

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

PUBLIC COMMENT

None to note.

ENGINEER’S REPORT, T. MYERS

T. Myers stated that there is a written report with updates that do not need action. The stormwater management ordinance has been updated, there were minor changes that were recommended by the committee at CS Davidson.

Manager Oswalt stated the ordinance has been updated on the ordinance page. The adoption of the ordinance will be held during the July meeting.

S. Stefanowicz questioned if there was any more information about the Little Creek Associates (Creekside Village) development from the May meeting.

T. Myers stated he has not been given an update since the meeting. When the association decided to split, the partners agreed on whom would be finishing each development. The Development was to be completed by one partner, but the other partner was who he had worked with to get the roads paved. He is waiting on information to contact the responsible partner.

S. Stefanowicz questioned if Phase I of the Sagebrook development is staying on schedule.

T. Myers stated there are some items that need to be completed at Donwood Estates like curbing, sidewalk, and some street signs. Sagebrook has not completed their storm sewers yet. It was mentioned that Dover Township may get an offer to adopt Intermediate Avenue from the Dover Area School District.

ZONING OFFICER’S REPORT, J. MCLUCAS

J. McLucas stated the application for the Principal Solar Energy System (PSES) was approved with a few conditions on June 15th, the written decision will be distributed before July 5th. A copy of the conditions were distributed to the Board of Supervisors.

PL 22-1 Norma’s Ridge-E. Canal Road-55 Dwelling Unit Multi-Family Development-R-3 District

Eric Johnston stated Norma’s Ridge is being proposed as 55 apartments on an 11-acre property. There is a proposed plan for a 5-foot pedestrian walkway along the front of Canal Road which is outside the PennDOT right of way. The apartments will be connected to the public water and sewer system. There are 3 waivers that are associated with the project.

M. Cashman questioned if there was a water quality test conducted.

J. McLucas stated the Township’s responsibility will be terminated at the water hydrant since we are not adopting the water system inside the private community.

T. Myers stated the inner loop is not necessary anymore. It was recommended to tie into Fox Run Road.

M. Fleming stated it meets water pressure requirements. The developer is proposing to take it to the property line and have it line up with the existing dual main intersection at Fox Run Road. This apartment complex is consistent with other apartments and mobile home parks within the Township, they have one master meter.

Eric Johnston stated the 3 waiver requests are as follows; 1) The basin embankments within setbacks and the discharge of controlled flows closer to the property line than two times the required discharge apron length. 2) A completion of a traffic impact study. 3) The requirement of an independent qualified consultant to prepare environmental impact assessment.

Motion by S. Parthree and seconded by M. Cashman to approve the following waiver requests: § 19-301-11-Basin embankments within setbacks. Discharge of controlled flows closer to property line than two times the required discharge apron length; § 22-719.A.2- Completion of Traffic Impact Study; and § 22-420.3-Requirement of Independent Qualified Consultant to prepare Environmental Impact Assessment. as presented **Passed** with 4 ayes.

T. Myers stated the following items from CSD Letter 6/25/22 are still open; 1) a disk in an electronic format compatible with the Township GIS system shall be provided, 2) owner's notarized signature; 3) dates of approval for the requested waivers shall be added to the cover sheet of the plans; 4) the applicant needs to receive approval from the water and sewer department for all utility extensions; 5) SWM approval; 6) public improvement security shall be provided to final plan approval; 7) copies of the approved PennDOT highway occupancy permit; 8) the applicant shall pay a fee in-lieu of dedications of lands for purpose of public recreation; and 9) the Public Works Director comments from June 15th, 2022, need incorporated. Additionally, the addresses need added to the plan.

Motion by C. Richards and seconded by M. Cashman to approve PL 22-1 Norma's Ridge-E Canal Road-55 Dwelling Unit Multi-Family Development-R-3 District with the open items as detailed in the above paragraph, as presented **Passed** with 4 ayes.

PL 22-2 1700 Palomino Road – 2 Lot Final Subdivision Plan-Palomino Road-R-3 District

Matthew Mack stated they are proposing to subdivide 2 lots from a property on Palomino Road which is a Township road. There is a basin to control the increase in the stormwater. There is a section of pipe that will be removed to be replaced with a new 8-inch pipe with a proposed manhole. Two individual force mains, one that ties into the existing property and on for the new house are proposed.

J. McLucas stated there are 5 outstanding comments from CS Davidson, but items 2 and 5 were addressed prior to this evening's meeting. This leaves: § 22-501.2.A Prior to final plan approval, a disk, in electronic format compatible with the Township GIS system, shall be provided; §22-501.2.H the legal and/or equitable Owner's notarized signatures must be added to the plan certifying concurrence with the plan; and § 22-602.1 Public improvement security shall be provided prior to final plan approval.

J. McLucas stated on the Public Works Director's review letter, there are comments that were offered and addressed.

S. Stefanowicz questioned if item number 5 is no longer as written on the letter, which can be changed to public work's comments.

J. McLucas stated all the plans are signed and ready for signature.

Motion by M. Cashman and seconded by S. Parthree to approve PL 22-2 1700 Palomino Road – 2 Lot Final Subdivision Plan-Palomino Road-R-3 District with the outstanding items as noted above by J. McLucas and also to include the Public Works comments, as presented **Passed** with 4 ayes.

PL 22-4 Seasons Phase II – 52 Lot Single Family Dwelling Units – Final Subdivision Plan - R-3 District

Scott Debell stated this is a final subdivision plan of The Season development Phase 2. It is proposed to have 52 single family dwellings. A change from the preliminary plan is the water connection on the north side of an adjacent subdivision but there will now be a second connection added to the south end of Phase I.

T. Myers questioned if they are taking the new connection straight out and connecting to the 10-inch line.

Scott Debell stated they will be connected straight out and connecting to the 10-inch line.

T. Myers stated if they want to connect to the 10-inch line it needs to be reviewed and approved. At this point in time, the Township installed the valving where the cul-de-sac is showing on the plans to make the connection. Since then, the zoning has changed in that area, so the developer is changing this Phase's layout.

J. McLucas stated that there are some outstanding issues that need to be resolved.

Motion by M. Cashman and seconded by S. Parthree to approve the following waivers for PL 22-4 Seasons Phase II – 52 Lot Single Family Dwelling Units – Final Subdivision Plan -R-3 District: § 501-2.A & 601.2.A- Plan sheet size larger than 24" x 36"; and § 501-2.D: North point orientation, as presented **Passed** with 4 ayes.

T. Myers noted the following general comments: 1.) the plans shall provide a detail of the transition from the ADA curb ramp to the Type C inlet top adjacent to Lot 3. The transition detail provided shows a 5' transition, however, the distance from the ADA ramp to inlets STM49 and STM 50 are less than 5'; 2.) The seepage pit locations on lots 65-75 & 13-119 will require significant excavation in the slopes. The BMPs shall be relocated for better suitability in consideration to long-term operation and maintenance; 3.) A plan has to be provided which shows the required water main connection from Winter Drive, Phase 3, to the existing 10" water main located in Phase 3A, review and approval required. The plan sheet size shall be consistent

with the rest of the plans.; and 4.) Public Works comments need to be addressed prior to final plan approval.

T. Myers questioned the location of the seepage pits.

Scott Debell stated the seepage pits are shallower than most seepages pits. Seepage pits are usually 3-4 feet deep, the seepage pits being shown on the plans are only 1-foot deep.

J. McLucas questioned if the Board would like to have crosswalks in the development.

Manager Oswalt stated crosswalks are not installed in any other developments in the Township.

M. Fleming stated the crosswalks were not installed in Phase 1 of The Seasons.

The consensus of the Board was to not move forward with installing crosswalks in the development since there are no other crosswalks in other developments within the Township.

In addition to the above general comments mentioned, T. Myers commented that the following open items need addressed: § 22-501.2.A Prior to final plan approval, a disk, in electronic format compatible with the Township GIS system, shall be provided; § 22-501.2.F The seal, registration number, date and signature of the professional engineer or land surveyor, responsible for preparation of the plan, shall be added to the plan; §22-501.2.H the legal and/or equitable Owner's notarized signatures must be added to the plan certifying concurrence with the plan; §718.1 The amount of land required to be provided for public recreational purposes for all residential subdivision of 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 for all residential subdivisions; and the legal and/or equitable; and § 1201.1 Public improvements security is required in a form and amount acceptable to the Township, prior to final plan approval.

Motion by M. Cashman and seconded by S. Parthree to approve PL 22-4 Seasons Phase II – 52 Lot Single Family Dwelling Units – Final Subdivision Plan -R-3 District subject to all general comments and outstanding items being addressed as noted by T. Myers above, as presented **Passed** with 4 ayes.

PL 22-3 Palomino Road Parcel 149B -Preliminary/Final Land Development Plan -3670 SF Professional Office/Office

J. McLucas stated all the outstanding items have been addressed except for the posting of financial security.

Motion by C. Richards and seconded by M. Cashman to approve PL 22-3 Palomino Road Parcel 149B -Preliminary/Final Land Development Plan -3670 SF Professional Office/Office with one open item of § 1201.1 Public improvements security is required in a form and amount acceptable to the Township, prior to final plan approval, as presented **Passed** with 4 ayes.

TOWNSHIP MANAGER REPORT, L. OSWALT

Approval of the TKS Change Order #1 in the amount of \$3,100 for additional services on the Fire Department Dorm Project.

Motion by C. Richards and seconded by S. Parthree to approve TKS Change Order #1 in the amount of \$3,100 for additional services on the Fire Department Dorm Project, as presented **Passed** with 4 ayes.

Approval of the agreement with Union Fire and Hose #1 to lease the 2001 Pierce Pumper.

Manager Oswalt stated Union Fire and Hose #1 was in an accident with their fire engine, there was damage to their engine. This agreement would loan the Township's 2001 Pierce Pumper until they are able to repair or replace their engine.

S. Stefanowicz questioned if the lease will be for 12 months.

Manager Oswalt stated there is not a term associated with the agreement since we are not sure how long they will need it. Dover Borough is responsible for the maintenance of the Pierce Pumper for the time period they have it.

Motion by C. Richards and seconded by M. Cashman to approve the agreement with Union Fire and Hose #1 to lease the 2001 Pierce Pumper, as presented **Passed** with 4 ayes.

Approval of the Lease and Termination of Stipulation of Settlement Agreement between Dover Township and Glen Gery.

Motion by C. Richards and seconded by S. Parthree to approve the Lease and Termination of Stipulation of Settlement Agreement between Dover Township and Glen Gery, as presented **Passed** with 4 ayes.

Discussion regarding the filing for execution on water and sewer liens.

Manager Oswalt stated there are water and sewer customers that have liens on their property for nonpayment. Last year the Board approved to execute liens for customers that had a balance over \$2,500.00. There are currently three customers who are over the \$2,500.00. If we drop the price to \$2,000.00, we could execute on the liens on two other properties with this round of properties.

Consensus of the Board was to move forward with pursuing liens in excess of \$2,000.00 for water and sewer customers.

Approval to advertise for bidders for Phase I of the Eagle View Park Recreation Improvements.

Motion by S. Parthree and seconded by M. Cashman to approve the advertise for bidders for Phase I of the Eagle View Park Recreation Improvements, as presented **Passed** with 4 ayes.

PUBLIC WORKS DIRECTOR REPORT, M. FLEMING

Acceptance and Award of Annual Road Bids

- a. Street Cut Paving Repairs to E.K. Services, Inc. in a total estimated amount of \$87,000.
- b. Paving of Pinchtown and Wren Roads and Sewer Access Path from Country Drive to Eagle View Park to E.K. Services in a total amount of \$553,455.
- c. Materials
 - i. Aggregates- A1 through A14 to York Building Products Co., Inc. in the amount of \$26,840.
 - ii. SUPERPAVE Mixtures – B1 through B5 to York Materials Group, LLC in the amount of \$38,055.
 - iii. Cold Patch – C to Stewart and Tate, Inc. in the amount of \$6,075.

Motion by C. Richards and seconded by S. Parthree to approve the awarded annual road bids, as presented **Passed** with 4 ayes.

Issue Notice of Award for the 2022 Bridge Improvement Project to Lobar Site Development Corporation in the amount of \$1,796,333.

M. Fleming stated HRG submitted a letter of recommendation including the 7 different bidders that bid on the project. The estimated cost is \$1,796,333.00 which is 6 percent higher than what the engineer had estimated a couple months ago.

S. Stefanowicz questioned how many bridges there are.

Manager Oswalt stated there are ten bridges, three large bridges and seven smaller ones.

Motion by C. Richards and seconded by S. Parthree to Award for the 2022 Bridge Improvement Project to Lobar Site Development Corporation in the amount of \$1,796,333, as presented **Passed** with 4 ayes.

Approval of Payment Application #1 as Amended in the amount of \$992,791.50 to Doli Construction for the Andover Utility Project

Motion by M. Cashman and seconded by S. Parthree to approve the Payment Application #1 as Amended in the amount of \$992,791.50 to Doli Construction for the Andover Utility Project, as presented **Passed** with 4 ayes.

RECREATION DIRECTOR'S REPORT

Manager Oswalt stated Chalet has a written report. Dover Township will be holding their First Annual Fireworks Display on July 3rd at the Township Building, the fireworks will be launched from Eagle View Park. Residents can view the fireworks from the Community Park, Dover High School, and Station 6. Additionally, Old Fashion Carnival will be held at Brookside from 4-8 PM on July 27th.

MS4 UPDATE

None to note.

OLD BUSINESS

2020 Joint Comprehensive Plan.

No update.

2022-2026 Capital Improvements Plan.

It was noted that staff is looking for input from the Board on the Capital Plan prior to budget.

COMMENTS FROM THE BOARD

M. Cashman stated the Northern Regional Commission approved the purchase of two additional reader boards for the Community. Northern Regional is in the process of writing a new charter for the police department due to the new building. He will have updates for the Board through the process.

COMMENTS FROM THE PUBLIC

Bob Gilbert from the Faire Wynd Development questioned if a traffic study has been conducted on the Planned Residential Development property.

J. McLucas stated the ordinance needs to be in place for the traffic study to be required.

Manager Oswalt stated if the ordinance is passed, the developer has to determine what they are going to build and then get a traffic count associated with those improvements.

T. Myers stated right now the Township is developing the requirements for a Planned Residential Development.

Ralph Horn from 5885 Mountain Road stated that the new stormwater management ordinance is a step in the right direction as he is trying to build a garage on his 15 acres property, but he is having some difficulty due to the water on the Township road that washes out the driveway and property.

J. McLucas stated the proposed building is 1,700 square feet. Under today's parameters anything over 1,000 square feet requires an engineer's plan.

With no further business, Chairman Stephen Stefanowicz concluded the Board of Supervisors meeting at 8:48 PM and the full Board of Supervisors then entered into an Executive Session to discuss personnel staffing and goal updates/Lexon litigation update/potential acquisition of real estate-2581 Locust Road.

Respectfully submitted by: Brooke Scarce

Brooke Scarce, Recording Secretary