

DOVER TOWNSHIP
BOARD OF SUPERVISORS
MEETING MINUTES
September 12th, 2022

The Dover Township Board of Supervisors for Monday, September 12th, 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, Michael Cashman, Robert Stone, and Stephen Parthree. Other Township Representatives in attendance were Laurel Oswalt, Township Manager; Charlie Rausch, Township Solicitor; Michael Fleming, Township Public Works Director; Lt. Gregg Anderson, Northern Regional Police Lieutenant; John McLucas, Zoning Officer and Brooke Scarce, Recording Secretary. There were 7 members of the public present.

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

APPROVAL OF THE REGULAR BOARD OF SUPERVISOR MINUTES FOR AUGUST 22ND, 2022.

Motion by M. Cashman and seconded by R. Stone to approve the Regular Board of Supervisor Minutes from August 22nd, as presented. **Passed** with 5 ayes.

APPROVAL OF THE DOVER BOROUGH/TOWNSHIP JOINT COMP PLAN MINUTES FOR AUGUST 23RD, 2022.

Motion by C. Richards and seconded by S. Parthree to approve the Dover Borough/ Township Joint Comp Plan Meeting Minutes from August 23rd, as presented. **Passed** with 5 ayes.

TREASURER'S REPORT

APPROVAL OF THE AUGUST 31ST, 2022 WARRANT IN THE AMOUNT OF \$ 527,884.74

APPROVAL OF THE SEPTEMBER 9TH, 2022 WARRANT IN THE AMOUNT OF \$ 10,157.60(LIQUID FUELS)

APPROVAL OF THE SEPTEMBER 9TH, 2022 WARRANT IN THE AMOUNT OF \$ 42,749.01(2018 BOND)

APPROVAL OF THE SEPTEMBER 12TH, 2022 WARRANT IN THE AMOUNT OF \$ 308,125.32

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

PUBLIC COMMENT

Brad Sellers, Habitat for Humanity-Waiver of Building Permit Fees for 3550 Partridge Drive.

Brad Sellers stated Habitat for Humanity is building a home at 3550 Partridge Drive. The demolition permit was submitted and approved; at that time the Board had waived the fee for the it. The building permit for the house was submitted but Habitat for Humanity is asking for the building permit fees to waived as well.

J. McLucas stated there was a fire at the property in 2016 and the property owner was not living on site at the time. There was a water and sewer lien that was placed on the home, outstanding taxes, and the demolition permit fees were waived by the Board at a previous meeting. Habitat for Humanity has been working to develop this lot to the betterment of the subdivision and the tax base.

Manager Oswalt questioned Dover Township's fees associated with the permit excluding inspection fees.

R. Stone questioned if the Township pays an outside inspector for the water and sewer inspection.

Manager Oswalt stated that a crew member from the water department is certified to inspect the water and sewer lateral.

J. McLucas stated the inspection fees of \$745.00 is a third party inspector. The meter cost is \$395.00 which is purchased from a third party.

Manager Oswalt stated the inspection fee, and the meter fee are costs that we have, they are not fees that we are charging. MDIA would be paid \$745.00 to go out and inspect the building and the \$395.00 is paid to LB Water for purchasing a meter.

R. Stone stated he is happy to waive the Township fees but not the third party fees which would reduce the total cost of the building permit \$2,590.00 to \$1,140.00.

Motion by R. Stone and seconded by S. Parthree to waive \$1,450.00 of the \$2,590.00 of the building permit fees for 3550 Partridge Drive, as presented **Passed** with 5 ayes.

ZONING OFFICER'S REPORT, J. MCLUCAS

Status of the Planned Residential Development Ordinance.

J. McLucas stated the Board received a copy of the letter that was sent to the owner of the property at the corner of Hilton Avenue and Bull Road. The letter was from PennDOT inquiring about 40 acres of the 100-acre property for a PennDOT facility. This is the property that Inch and Company was working to develop as a planned residential development. The Planned Residential Development (PRD) Ordinance has been submitted to the York County Planning Commission for review and our Planning Commission Board will review the ordinance in early October.

Paul Minnich of Barley Snyder was present on behalf of Inch and Company. He stated the York

County Planning Commission has the Ordinance on their agenda to review at their October 18th meeting. The goal is to keep moving forward with the PRD process. In terms of the ordinance there has been a lot of time and effort invested by the Township and Inch and Company. The parcel has a lot of potential for development with well designed plans.

J. McLucas stated development of a Planned Residential Development Ordinance was outlined in the Dover Township Comprehensive Plan. Inch and Company happened to have an idea that aligned with the Township's interest.

Attorney Minnich commented Inch and Company will provide a better partnership for the development of this site through tax base and addressing the intersection issues. Continuing through with the passage of the Ordinance and development of the project, may discourage the PennDOT Project from moving forward.

Manager Oswald stated PennDOT's engineer has been in contact with her and J. McLucas. PennDOT has hired First Capital Engineering to prepare the study to determine how they would construct the facility on the 40 acres of the property.

S. Stefanowicz questioned what would happen to their current facility that is in the Township.

Manager Oswald stated she asked this question of PennDOT's Engineer and was given no clear answer. The facility that is intended to be built by PennDOT will be storage/maintenance, as well as, office space.

Consensus of the Board is to move forward with the project with Inch and Company.

TOWNSHIP MANAGER REPORT, L. OSWALT

Approval of the 2023 Animal Care and Housing Agreement with SPCA.

After some discussion regarding customer service concerns with the SPCA. Chairman Stefanowicz asked Manager Oswald to share the concerns with Executive Director.

Motion by R. Stone and seconded by M. Cashman to approve the 2023 Animal Care and Housing Agreement with SPCA, as presented **Passed** with 4 ayes, S. Parthree voted nay.

Award of the Eagle View Park Phase 2 Park Improvements to York Excavating in the amount of \$776,395.

Motion by C. Richards and seconded by S. Parthree to Award of the Eagle View Park Phase 2 Park Improvements to York Excavating in the amount of \$776,395, as presented **Passed** with 5 ayes.

Approval of the Non-Uniformed Pension Minimum Obligation for 2023.

Motion by C. Richards and seconded by R. Stone to approve the Non-Uniformed Pension Minimum Obligation for 2023, as presented **Passed** with 5 ayes.

Recognition of Camber Coleman's completion of her 6-month probationary period as Receptionist.

Manager Oswalt reported that Ms. Coleman has completed her probationary period satisfactorily and is now eligible to join the employee pension plans. No action is necessary from the Board.

Authorization to Advertise for the Addition and Rehabilitation of the Fire Department Dorm.

Motion by C. Richards and seconded by S. Parthree to approve advertisement for the Addition and Rehabilitation of the Fire Department Dorm, as presented **Passed** with 5 ayes.

Approval of the YSM Eagle View Park-Phase 3 Construction Consultant Agreement in the amount of \$58,300.

Manager Oswalt reported this agreement is for the next phase of Eagle View's development, which grant funded has been obtained to assist with funding. Improvements in this phase will include the Baseball Field/amenities, additional trails and parking.

Motion by R. Stone and seconded by M. Cashman to approve YSM Eagle View Park-Phase 3 Construction Consultant Agreement in the amount of \$58,300, as presented **Passed** with 5 ayes.

PUBLIC WORKS DIRECTOR REPORT, M. FLEMING

Approval of B.R. Kreider & Sons, Inc. Proposal to Process Concrete Pile for \$24,500.

M. Fleming reported this contract will take care of crushing the concrete on the Eagle View site that came from the Garage and Golf Course Building's demolition.

Motion by R. Stone and seconded by S. Parthree to approve B.R. Kreider & Sons, Inc. Proposal to Process Concrete Pile for \$24,500, as presented **Passed** with 5 ayes.

Approval of CriLon Corp Application #2 for \$49,629.03 for Bridge #2 Paradise Road Work.

Motion by M. Cashman and seconded by C. Richards to approve CriLon Corp Application #2 for \$49,629.03 for Bridge #2 Paradise Road Work, as presented **Passed** with 5 ayes.

Approval of Buchart Horn Proposal for Permit and Design on the Carlisle Road Water Line Replacement Project in the amount of \$187,500.

M. Fleming commented this project will be completed in 2024, but the permit and design work will likely take a year to complete.

Motion by C. Richards and seconded by R. Stone to approve Buchart Horn Proposal for Permit and Design on the Carlisle Road Water Line Replacement Project in the amount of \$187,500, as presented **Passed** with 5 ayes.

MS4 UPDATE

L. Oswalt reminded those present that there will be a Joint Public Education Session held at West Manchester Township's Office on 9-14-2022 at 6:30 PM: **TOPIC: STORMWATER BMPs- Q&A SESSION**

OLD BUSINESS

No updates.

COMMENTS FROM THE BOARD

None to note.

COMMENTS FROM THE PUBLIC

None to note.

With no further business, Chairman Stephen Stefanowicz concluded the Board of Supervisors meeting at 8:01 PM.

Respectfully submitted by: Brooke Scarce

Brooke Scarce, Recording Secretary