

**DOVER TOWNSHIP  
BOARD OF SUPERVISORS  
MEETING MINUTES  
December 12<sup>th</sup>, 2022**

The Dover Township Board of Supervisors for Monday, December 12<sup>th</sup>, 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, Stephen Parthree. Other Township Representatives in attendance were Laurel Oswalt, Township Manager; Terry Myers, Township Engineer; Corey McCoy, CS Davidson; Charlie Rausch, Township Solicitor; Michael Fleming, Township Public Works Director; John McLucas, Planning Director and Brooke Scarce, Township Secretary. There were 6 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  
NOVEMBER 28<sup>TH</sup>, 2022**

**Motion** by M. Cashman and seconded by R. Stone to approve the Regular Board of Supervisor Minutes from November 28<sup>th</sup>, as presented. **Passed** with 5 ayes.

**TREASURER'S REPORT**

**APPROVAL OF THE NOVEMBER 29<sup>TH</sup>, 2022 WARRANT IN THE AMOUNT OF  
\$266,762.93 (2020 BOND)**

**APPROVAL OF THE DECEMBER 9<sup>TH</sup>, 2022 WARRANT IN THE AMOUNT OF  
\$8,149.69 (LIQUID FUELS)**

**APPROVAL OF THE DECEMBER 12<sup>TH</sup>, 2022 WARRANT IN THE AMOUNT OF  
\$395,170.21**

**Motion** by S. Parthree and seconded by C. Richards to approve the above referenced warrant totals, as presented. **Passed** with 5 ayes.

**PUBLIC COMMENT**

No comments were offered.

**ENGINEER'S REPORT, T. MYERS**

M. Cashman questioned when the bridge on Clearview Road will be closed.

Manager Oswalt stated the bridge will be closed in the Spring of 2023 for six months.

**ZONING OFFICER REPORT, J. MCLUCAS**

**Reapproval of PL 22-1 – Norma’s Ridge – E. Canal Road – 55 Dwelling Unit Multi-Family Development – R3 District.**

J. McLucas stated that all outstanding items have been addressed except for recreations fees.

**Motion** by R. Stone and seconded by M. Cashman to reapprove PL 22-1 – Norma’s Ridge – E. Canal Road – 55 Dwelling Unit Multi-Family Development – R3 District, as presented. **Passed** with 5 ayes.

**Adoption of Sparrow’s Way Water Line**

**Motion** by R. Stone and seconded by C. Richards to adopt Sparrow’s Way Water Line, as presented. **Passed** with 5 ayes.

**TOWNSHIP MANAGER REPORT, L. OSWALT**

**Approval of Resolution 2022-28 Emergency Operations Plan for Dover Township.**

B. Emig stated most of the changes of the plan were because of staff, the basic plan was not changed very much.

**Motion** by C. Richards and seconded by R. Stone to approve Resolution 2022-28 Emergency Operations Plan for Dover Township, as presented. **Passed** with 5 ayes.

**Approval of Resolution 2022-29 Municipal Records Retention.**

Manager Oswalt noted the Township follows the Historic Museum Commission Documentation on how to maintain our records.

**Motion** by S. Parthree and seconded by M. Cashman to approve Resolution 2022-29 Municipal Records Retention, as presented. **Passed** with 5 ayes.

**Authorization of Resolution 2022-30 Municipal Lease Agreement with M&T Bank for a 2023 900- ECO Mounted Combination Truck.**

Manager Oswalt stated the financing company associated with the vendor provided an interest rate that was high. There were also quotes obtained by staff from Truist Bank and M&T Bank, M&T Bank’s quote came in at the lowest.

**Roll Call Vote** to approve Resolution 2022-30 Municipal Lease Agreement with M&T Bank for a 2023 900- ECO Mounted Combination Truck, as presented. **Passed** with 5 ayes.

**Approval of Resolution 2022-31 Authorizing an Application for the North of the Borough Water Project to the DCED H2O Program.**

**Motion** by R. Stone and seconded by M. Cashman to approve Resolution 2022-31 Authorizing an Application for North of the Borough Water Project to the DCED H2O Program, as presented. **Passed** with 5 ayes.

**Authorization to have the Township Manager execute the Amendment to Agreement #1 extending the timeframe of completion for the Solar Drive Buffer Planting and Bioretention Project with York County Planning Commission.**

Manager Oswald stated the project was completed in August of 2021, then on August 18<sup>th</sup> there was a terrible storm that wiped all the work away, and then Hurricane Ida came through shortly after the other storm. Staff has not been able to make the necessary repairs in 2022. This extension will give the Township until September of 2023 to complete the work.

**Motion** by C. Richards and seconded by S. Parthree to approve the Township Manager execute the Agreement Amendment #1 extending the timeframe of completion for the Solar Drive Buffer Planting and Bioretention Project with York County Planning Commission, as presented. **Passed** with 5 ayes.

**Discussion regarding Township Banking Services.**

Manager Oswald stated the Township has money with several different organizations. PLIGIT is a local government bank that offers the best rates for CD's, most of the Township's CD investment is with PLIGIT. Our main banking account is with M&T Bank and there is some money with Truist Bank and People's Bank. There were quotes provided by all the banks and M&T Bank provided the best option for the investment at this time.

S. Stefanowicz questioned if there were any other banks the Township could choose from.

Manager Oswald stated the Township has to be able to take deposits to the bank. Therefore, convenience of location is a major factor in where the Township banks.

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

**Approval of Change Order #1 No Cost- Doli Construction Corp.- Andover Utility Replacement Project.**

M. Fleming stated the reasons for the change order are as follows- contractor did not perform daily placement and maintenance of temporary trench paving; the contractor maintained Township dumpsite with labor and equipment; and asphalt escalation cost.

**Motion** by S. Parthree and seconded by C. Richards to approve Change Order #1 No Cost- Doli Construction Corp.- Andover Utility Replacement Project, as presented **Passed** with 5 ayes.

**Approval of Payment Application #4 in the amount of \$506,198.80 to Doli Construction for Andover Utility Replacement Project.**

**Motion** by R. Stone and seconded by S. Parthree to approve Payment Application #4 in the amount of \$506,198.80 to Doli Construction for Andover Utility Replacement Project, as presented **Passed** with 5 ayes.

**Approval of additional work involving four damaged storm water pipes- Doli Construction Corp.- Andover Utility Replacement Project.**

M. Fleming stated the contractor damaged three old, corrugated metal storm water pipes on Dorwood, Andover, and Essex. In lieu of just repairing the damaged sections of pipe, the contractor offered to replace them for a price of \$15,000.00. The contractor will also repair a plastic pipe that was damaged on the church property at their project staging area.

**Motion** by M. Cashman and seconded by R. Stone to approve additional work involving four damaged storm water pipes- Doli Construction Corp.- Andover Utility Replacement Project, as presented **Passed** with 5 ayes.

**Discussion to obtain bids for the Andover Storm Water Pipe near Dorwood and Greentree.**

M. Fleming stated staff met with four of the property owners for the two parcels to replace a collapsed metal pipe in the side and rear of the yards. The plan is to have bids for consideration in January.

**RECREATION DIRECTOR'S REPORT**

Manager Oswalt stated the following events are upcoming for Dover Township Recreation:

December 16<sup>th</sup>- Sensory Santa at Brookside Park from 5-9 PM

December 17<sup>th</sup>- Christmas in the Park at Brookside Park from 5-9 PM

December 18<sup>th</sup>- Christmas in the Park at Brookside Park from 11 AM-3 PM

December 19<sup>th</sup>- Storytime with Mr. Claus at the Community Building at 9 AM

**MS4 UPDATE**

Manager Oswalt stated there is a meeting on December 14<sup>th</sup> at 4 PM with some of the farmers in Dover Township that will be held for the Ag Pilot Program from the York County Conversation District. This is an attempt to try and partner with the farming community about their conversation plans that are in place.

Manager Oswalt noted that Dover Township will be hosting the spring joint education session with Manchester and West Manchester Township on April 13<sup>th</sup>, 2023.

S. Stefanowicz questioned if Conewago Township will be attending the meeting.

T. Myers stated that Conewago Township has a waiver to the MS4 requirements, so they do not need to meet the same requirements as the other three Townships on public outreach.

### **OLD BUSINESS**

Manager Oswalt stated the joint comprehensive meeting with Dover Borough will be held on February 13<sup>th</sup>, 2023. Final review of the Joint Recreation and Open Space Plan and an update on the Rezoning Joint Project will be the main subjects of that meeting.

### **COMMENTS FROM THE BOARD**

R. Stone expressed concerns about PennDOT looking at the property on Hilton Avenue and Bull Road. The parcel is currently being looked at by a developer to incorporate commercial and residential uses on the parcel, if PennDOT decides to take 40 acres of the property that could development opportunities and the tax base of Dover Township. It was questioned if there was a letter that could be provided to PennDOT.

J. McLucas stated that Inch and Co. has started the preapplication process to get the project underway.

C. Rausch questioned if PennDOT pursuing about the property is a rumor or in progress.

Manager Oswalt stated that PennDOT has approached the Township. There was a sketch plan that was provided which showed the layout of the parcel's development and it did not include significant improvements to Hilton Avenue and Bull Road intersection. All the traffic from PennDOT will be sent onto Hilton Avenue per that plan.

C. Rausch recommended that the Board could address a letter to the Governor's Office.

Staff will work on developing a letter for Board review and signature.

### **COMMENTS FROM THE PUBLIC**

Gina Myers from 1046 Rohlers Church Road questioned who will be affected by the North of the Borough Project, when will the project start and when will the project be completed.

Manager Oswalt stated the project will affect residents on Carlisle Road between Jim and Nena's and George Street and some residents on Harmony Grove Road. Some of the residents on Carlisle Road are already connected to the public system and some of the residents live close enough to be connected. The Project is scheduled to go out for bid shortly with work completed in 2023.

**With no further business, Chairman Stephen Stefanowicz concluded the Board of Supervisors meeting at 7:56 PM and the full Board of Supervisors then entered into an Executive Session to discuss personnel.**

Respectfully submitted by:



Brooke M. Scarce, Township Secretary