

**DOVER TOWNSHIP  
BOARD OF SUPERVISORS  
MEETING MINUTES  
September 11<sup>th</sup>, 2023**

The Dover Township Board of Supervisors for Monday, September 11<sup>th</sup>, 2023, 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; John McLucas, Planning Director; Michael Fleming, Public Works Director; Cory McCoy, CS Davidson; Gregg Anderson, Northern Regional Police Lieutenant; and Brooke Scarce, Township Secretary. There were 5 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 8<sup>TH</sup>, 2023**

**APPROVAL OF THE REGULAR BOARD OF SUPERVISOR/ BOROUGH COUNCIL MINUTES FOR AUGUST 8<sup>TH</sup>, 2023**

**Motion** by S. Parthree and seconded by C. Richards to approve the Regular Board of Supervisor Minutes from August 8<sup>th</sup>, 2023, and the Board of Supervisors/ Borough Council Minutes from August 8<sup>th</sup>, 2023, as presented. **Passed** with 3 ayes, 1 abstain.

**APPROVAL OF THE REGULAR BOARD OF SUPERVISOR MINUTES FOR AUGUST 28<sup>TH</sup>, 2023**

S. Stefanowicz stated that the approval of the meeting minutes will be tabled until the next meeting due to the lack of a majority present to authorize approval.

**TREASURER'S REPORT**

**APPROVAL OF THE AUGUST 30<sup>TH</sup>, 2023 WARRANT IN THE AMOUNT OF \$386,766.23**

**APPROVAL OF THE SEPTEMBER 8<sup>TH</sup>, 2023 WARRANT IN THE AMOUNT OF \$245,784.52 (LIQUID FUELS)**

**APPROVAL OF THE SEPTEMBER 8<sup>TH</sup>, 2023 WARRANT IN THE AMOUNT OF \$393,668.60 (2020 BOND)**

**APPROVAL OF THE SEPTEMBER 8<sup>TH</sup>, 2023 WARRANT IN THE AMOUNT OF \$11,005.44 (EAGLE VIEW PHASE II)**

**APPROVAL OF THE SEPTEMBER 11<sup>TH</sup>, 2023 WARRANT IN THE AMOUNT OF \$690,515.45**

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

## **PUBLIC COMMENT**

Wanda Stover from 1280 Butter Road stated that at the last meeting, there was discussion about the Board members reviewing the Butter Road traffic study and then adding it to tonight's agenda.

Manager Oswalt stated to the public was told to watch the agenda for the traffic study discussion. There is not a full Board present at tonight's meeting so it was determined that the matter should wait.

W. Stover questioned what business the Township does with Spring Valley Mulch.

Manager Oswalt stated that all of the Township's recycled brush material and leaves are taken to Spring Valley Mulch.

## **ZONING OFFICER REPORT, J. MCLUCAS**

### **PL 23-4 – Moove In Self Storage – 58,192 SF Self Storage Facility – 3025 Carlisle Road – Commercial District**

J. McLucas stated that at the last meeting the Board had reviewed PL23-4- Moove In Self Storage and there are a few outstanding items which are noted on the letter from CS Davidson dated September 8, 2023.

Wayne Ingram, the engineer of the project (participating virtually), stated that there was a letter provided by FPA Associates dated September 7 addressing all the comments and changes that were made to the plan. There were some discussions with the Township regarding water and sewer issues which basically included a pit meter location and adjusting the water and sewer lines so clean outs would be near the right of way. The storm sewer easement on the plan has also been updated to reflect additional easements that were provided.

C. McCoy noted that the waiver requests were addressed and approved at the last meeting.

C. McCoy stated that under the subdivision and land development ordinance there are some open items which are as follows: 1. Where a subdivision abuts or contains an existing street of inadequate width, the developer shall provide sufficient additional right-of-way and cartway widths to meet the following standards (§22-704); Prior to final plan approval, a disk in an electronic format compatible with the Township GIS system, should be provided (§22-501.2.A); Name, address, seal, signature, and date of the Professional Engineer/Surveyor shall be added to the plan, certifying the accuracy (§ 22-501.2.F); The legal and/or equitable Owner's notarized signatures must be added to the plan certifying concurrence with the plan (§ 22-501.2.H); An erosion and sediment pollution control plan approved by the York County Conservation District shall be provided for Township records (§22-602.4); and A copy of the approved PennDOT HOP permit shall be provided for Township records (§22-602.12).

Additionally, C. McCoy stated that that under general comments, comment 2; remove the landscaping within the 75'x75' clear sight triangle along Twin Pines Road and Hilton Avenue and comment 3; Remove the landscaping within the 75'x150' clear sight triangle along Carlisle

Road and Hilton Avenue have been addressed. General Comment 1) Township Public Works comments shall be addressed prior to final plan approval; 4) Provide curb to the end of the property along the Met Ed station; and 5) Revise the note on sheet 2 that states that the water and sewer services are to be disconnected and capped at the main to reference the following requirements for service disconnection, additionally provide a detail for each service disconnection are still outstanding. He would also recommend adding comment 6 for various engineering plan revisions.

C. Rausch asked Cory to explain the engineering plan revisions.

C. McCoy stated that some of the revisions to the plan recommended by the Township engineer are as follows: more detail regarding the ADA ramp at the intersection at Hilton Avenue and Carlisle Road and the sidewalk connection from the existing to the proposed curb along Hilton Avenue.

C. Rausch questioned how the engineer plan revisions will get documented.

C. McCoy stated that the applicant will receive red line comments on the plan and before the plan is recorded, the engineer would make sure the correct changes have been made from those red-line comments.

C. McCoy noted that he also recommends adding comment 7 for public improvements security bonding.

**Motion** by C. Richards and seconded by M. Cashman to conditionally approve PL 23-4 – Moove In Self Storage – 58,192 SF Self Storage Facility with all the outstanding items under the subdivision and land development ordinance and general comments 1, 4, 5, and adding comments 6 and 7, as presented. **Passed** with 4 ayes.

**Resolution 2023-24 –Plan Revision for Brad Wagman - Lot #3 of Ronald Coleman Subdivision – On Lot Sewage Planning Module**

**Motion** by S. Parthree and seconded by M. Cashman to approve Resolution 2023-24 –Plan Revision for Brad Wagman - Lot #3 of Ronald Coleman Subdivision – On Lot Sewage Planning Module, as presented. **Passed** with 4 ayes.

**Discussion of Site Improvement Agreement Extensions: Bupp/McNaughton (Sagebrook 1)**

J. McLucas stated back in 2021, the Township had Bupp/ McNaughton provide a one-year continuation for the improvements and the improvements have not yet been completed. They are continuing to only send one-year extensions. The original site plan agreement showed a three-year term. The developer is reminded every year that the work needs to be completed. The developer informed that Township that they would not need a one-year continuation because the work would be completed.

C. Rausch stated that the Township needs to inform the developer that they will not provide any more extensions. Their current continuation is through 2024, but a letter can be sent telling them in advance notice that this will be the last extension.

Manager Oswalt stated that the deadline for the work to be completed should be by the end of July in 2024.

J. McLucas noted that the Sagebrook development has 9 phases and only phase 1 has been completed so far.

Consensus of the Board was to send a letter stating that the Township will no longer accept a continuation for the improvements and the work must be completed by July 30, 2024, or the bond will be pulled.

### **Re-Sign Fox Run Road Parcel 153**

J. McLucas stated that there was a clerical error when the Fox Run Road Parcel 152 went to be recorded so he is just asking the Board to resign from the plan.

### **TOWNSHIP MANAGER REPORT, L. OSWALT**

#### **Approval of Change Order #6 for East Coast Contracting, Inc. in the amount of \$10,388.21**

Manager Oswalt stated that the masonry wall on the existing structure between the engine bay and dorms did not go the whole way to the top of the building, per today's code, a fire wall is required to be placed on top of the masonry wall.

**Motion** by M. Cashman and seconded by C. Richards to approve Change Order #6 for East Coast Contracting, Inc. in the amount of \$10,388.21, as presented. **Passed** with 4 ayes.

#### **Approval of the 2024 SPCA Contract in the amount of \$15,925.00**

Manager Oswalt stated that this was an increase of \$5,069. This is the first increase in 4 years and is partially due to the increase in population.

**Motion** by M. Cashman and seconded by C. Richards to approve the 2024 SPCA Contract in the amount of \$15,925.00, as presented. **Passed** with 3 ayes, 1 nay (S. Parthree)

#### **Approval of Tuesday, October 31<sup>st</sup> from 6-8 PM as Trick or Treat Night**

**Motion** by C. Richards and seconded by S. Parthree to approve Tuesday, October 31<sup>st</sup> from 6-8 PM as Trick or Treat Night, as presented. **Passed** with 4 ayes.

#### **Request for a letter of support for Spring Valley Mulch, LLC's application to DCNR and the USDA to improve the mulch processing facility with the capability to support food-processing and other municipal biosolids.**

Brian Klinger from 2770 Mill Creek Road stated that he is asking any Township that brings brush, leaves, or general yard waste to his facility, for a letter of support to be able to apply for a grant through DCNR or the USDA. He recently bought another parcel of land and is looking to expand the current facility.

Manager Oswalt stated the Township takes their leaves and small batches of brush to Spring Valley Mulch for disposal. Since the Township no longer has their brush drop off facility, we direct residents to Spring Valley Mulch or H&H.

B. Klinger stated they started composting last year and are making windrows currently. There are currently no food mandates yet, but there will be in the future, so he is trying to stay ahead. They have toured different facilities and seen other operations food/compost processing.

C. Richards questioned how to keep the odor down.

B. Klinger stated that as soon as a windrow is created, you cover it with a couple inches of fresh material.

Consensus of the Board was to sign the letter of support for Spring Valley Mulch, LLC's application to DCNR and the USDA to improve the mulch processing facility with the capability to support food-processing and other municipal biosolids.

#### **MS4 UPDATE**

Manager Oswalt stated there will be a joint education session with West Manchester and Manchester Township on September 13<sup>th</sup> at 6 PM that will take place at Manchester Township. The Center for Water Quality Excellence is going to be talking about stormwater authorities.

Manager Oswalt stated that there will be a grand opening for Eagle View Park on September 19<sup>th</sup>. The ribbon cutting will happen at 3:30 PM followed by floodplain tours and native plants discussion from 4-6 PM.

#### **OLD BUSINESS**

2020 Joint Comp Plan -Nothing to note.

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

C. Richards noted that the crew did a very good job cleaning up after the rainstorm last week.

M. Fleming stated that the Township received a letter from The York Water Company on September 6<sup>th</sup> about voluntary water deduction. If we do not get substantial rain, The York Water Company will require a mandatory reduction in two weeks. Last week, York Water started pumping 12 million gallons of water a day from Susquehanna River. If it continues to stay dry, the Township will also have to put in place a mandatory water reduction for our residents and Dover Borough.

S. Stefanowicz questioned if they should be proactive and pursue mandatory water reduction now.

C. Rausch stated he does not think the Board should act on it tonight and they should add it to the agenda for the next meeting.

Manager Oswalt stated that the voluntary water reduction was posted on Savvy Citizen when the Township received the information from The York Water Company.

C. Richards noted that the Fire Department has been informed that they cannot have any more water training until further notice. They are supposed to notify the Water Department 24 hours prior to when water training will take place.

S. Stefanowicz stated that there will be plans for the Warehouses and Solar Farms to move to the Board for approval and the Board should become familiar with the plans. They are rather large plan sets which will take time to review.

Manager Oswalt noted that plans are available on the Dover Township website under the Planning Commission section as they are placed on that agenda. The version that reaches the Board will be revised prior to their agenda as the applicant works through staff and planning comments.

#### **COMMENTS FROM THE PUBLIC**

G. Anderson stated there was a very large bike race over the weekend and there were no major incidents associated with it. The race was well run and impressive to watch.

B. Klinger asked if there was any update on the business located at 4350 Bull Road.

J. McLucas stated that they are aware of the issue and legal remedies are being pursued.

**With no further business, Chairman Stephen Stefanowicz concluded the Board of Supervisors meeting at 8:03 PM.**

Respectfully submitted by:



Brooke M. Scarce, Township Secretary