

**DOVER TOWNSHIP  
BOARD OF SUPERVISORS  
MEETING MINUTES  
October 9<sup>th</sup>, 2023**

The Dover Township Board of Supervisors for Monday, October 9<sup>th</sup>, 2023, 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, Stephen Parthree, and Michael Cashman. Stephen Stefanowicz 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; Terry Myers, Township Engineer; Gregg Anderson, Northern Regional Police Lieutenant; and Brooke Scarce, Township Secretary. There were 10 members of the public present.

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

Vice Chairperson Robert Stone announced that a Work Session was held prior to the evenings regularly scheduled Board of Supervisors meeting to discuss the draft of the 2024 budget and an Executive Session followed that Work Session on potential acquisition of 2322 Pine Road.

**APPROVAL OF THE REGULAR BOARD OF SUPERVISOR MINUTES FOR  
SEPTEMBER 25<sup>TH</sup>, 2023**

**Motion** by S. Parthree and seconded by C. Richards to approve the Regular Board of Supervisor Minutes from September 25<sup>th</sup>, 2023, as presented. **Passed** with 4 ayes.

R. Stone stated that there was one item that did not make the agenda, the approval of the Work Session Minutes for September 25, 2023. Copies were made available to the Board and the public for tonight's meeting.

**Motion** by M. Cashman and seconded by C. Richards to move the Approval of the Work Session Minutes for September 25, 2023 onto the agenda, as presented. **Passed** with 3 ayes.

**APPROVAL OF THE WORK SESSION MINUTES FOR SEPTEMBER 25<sup>TH</sup>, 2023**

**Motion** by M. Cashman and seconded by C. Richards to approve the Work Session Minutes from September 25<sup>th</sup>, 2023, as presented. **Passed** with 4 ayes.

**TREASURER'S REPORT**

**APPROVAL OF THE SEPTEMBER 27<sup>TH</sup>, 2023 WARRANT IN THE AMOUNT OF  
\$50,919.67 (2020 BOND)**

**APPROVAL OF THE SEPTEMBER 27<sup>TH</sup>, 2023 WARRANT IN THE AMOUNT OF  
\$11,895.19**

**APPROVAL OF THE OCTOBER 5<sup>TH</sup>, 2023 WARRANT IN THE AMOUNT OF \$2,833.18  
(LIQUID FUELS)**

**APPROVAL OF THE OCTOBER 9<sup>TH</sup>, 2023 WARRANT IN THE AMOUNT OF \$590,315.94**

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

**PUBLIC COMMENT**

Barry Emig the Emergency Management Coordinator gave an update on events that have happened in the Township within the past couple of weeks. There was a police incident that happened on Strawbridge Court about three weeks ago; he was on site with other first responders that were present. There were residents in the development who were placed into a different facility while the event was happening. There was also a missing person last week and B. Emig was on scene for about 8-9 hours helping other first responders and the Sheriff's Department personnel who were on scene.

R. Stone thanked Barry Emig for all of his work over the past few weeks.

Adam Reynolds from 3320 Jodi Lane expressed concerns about speeding that is happening in Ashley Farms particularly on Kiersten Drive and Jodi Lane. There are also vehicles that do not stop at the sign stop. He would like to know if the Township would be able to add removeable speed bumps, speed cameras for the development, or even just more police presence.

G. Anderson stated Northern Regional has a license plate reader that is currently at another location in Dover. The license plate reader will track who is speeding and also provide information from reading the license plate.

A. Reynolds questioned again if there could be anything done regarding speed bumps within the development.

R. Stone stated that the first resolution will be to have more police presence and if there is no change after, the Township can look into possible options to slow down the speeding within the development.

G. Anderson stated that he will gather Adam Reynolds' information after the meeting.

Wanda Stover from 1280 Butter Road questioned if there was an update from the Work Session meeting that happened on September 25.

Manager Oswalt stated that the Butter Road matter will be on the agenda under Old Business at the end of the month.

W. Stover questioned if she and other residents from Butter Road can be added to the agenda for the October 23 meeting.

R. Stone indicated that they would be able to speak after the discussion topic at the second public

comment period.

W. Stover stated that the license plate reader is on Butter Road but since the vehicles driving by can see it, they are slowing down.

G. Anderson stated that the license plate reader is located at the curve which is the location of where the complaints are coming from.

Angela Nett from 2843 Woodmont Drive stated that she is the new Pastor at Mount Royal United Methodist Church and she wanted to introduce herself to the Board members.

### **NORTHERN REGIONAL POLICE UPDATE**

G. Anderson stated that on October 18 at Little Creek Park, Northern Regional will be having a memorial for David Tome. It is a free event for the public to attend.

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

#### **Discussion on Norma's Ridge/ SWM Basin Discharge/ Culvert on Canal Road**

T. Myer stated that the developer of Norma's Ridge and their engineer, Johnson and Associates, have been attempting to obtain the PennDOT Highway Occupancy Permit (HOP) for their access drive. The HOP is necessary for them to complete their access drive onto the state highway. The developer is nearing completion of several of their buildings and have signed contracts for renters to move in, in the near future.

Stacy MacNeal from Barley Snyder stated that over the past 6 months, they have been trying to satisfy Dover Borough, who back in the spring sent a letter to PennDOT expressing concerns about the stormwater management from the development. Over the past week, she has been working with the Township engineer as well as Borough staff to come up with a solution that will satisfy all parties involved. The discharge pipe from the stormwater management basin currently empties onto the surface and runs into the top of the inlet. The Borough's concern is that the surface discharge will aggravate flooding in this area. The Developer has agreed to extend the discharge pipe and tie it directly into a new inlet, installed generally in the location of the existing inlet. Norma's Ridge would complete and submit the necessary PennDOT HOP permit application and do the construction. The Township would have to be the permit applicant and most likely be required to take ownership of the new inlet.

The downstream stormwater conveyance system, south of Canal Road, is deteriorated and needs replaced. The Developer has agreed to include replacement of this pipe, inlet and end wall in the same PennDOT HOP application. The Township and the Borough have agreed to equally share the cost of replacing the downstream pipe, inlet and end wall and any future maintenance responsibilities.

Additionally, S. McNeal noted that they attended the Borough meeting at 6:30 PM. Council approved the terms and indicated that if the Township is in agreeance with these terms, the

Borough will contact PennDOT so to can release the HOP.

T. Myers stated that he would like to see the project move forward and this is an opportunity to get the issue resolved. There was an email sent by S. MacNeal that was provided to the Board, which laid out the terms of an agreement between the Township and the Borough. In addition to the developer getting the HOP, approval from PennDOT to replace the inlet pipe would be pursued. PennDOT will take responsibility for the pipe that is underneath the road. The southside inlet may need to be included in the project which would also include approximately 160 feet of pipe replacement and an end wall. The developer stated they would be willing to complete the construction on the replacement project if the Township and the Borough share the cost of this portion.

J. McLucas expressed concerns about temporary occupancy for the building without an approved access.

S. McNeal stated that this is what they are trying to avoid. If there is a general agreement, then the Borough will contact PennDOT and PennDOT will be prepared to release the HOP. The stormwater construction does not need to be completed to acquire the HOP.

Eric Johnson from Johnson and Associates noted that for the construction of the stormwater basin either the Borough or the Township will need to be the applicant.

M. Fleming expressed concerns about the total cost of the project and which percentage of the total cost will the Township be responsible for.

Manager Oswalt stated that the total cost of the project will be split 50/50 between the Township and the Borough.

T. Myers stated that any maintenance in the future would also be split 50/50.

C. Rausch questioned how to resolve the current easement that is in place.

S. McNeal stated that there may need to be a new easement in favor of the Township and the Borough.

Manager Oswalt stated that essentially the inlet on the corner would be owned by the Township, in the road would remain PennDOT, and the inlet, pipe and end wall on the other side would be owned by the Township and the Borough.

**Motion** by C. Richards and seconded by S. Parthree to conceptually approve the development of an agreement with the following terms: 50/50 split between the Township and Borough to replace the inlet, downstream pipe and end wall; 50/50 split between the Township and Borough for any future maintenance of these new facilities; Dover Township will accept responsibility for the new inlet, on north side of Canal Road, being installed by the developer at this cost, as presented. **Passed** with 4 ayes.

**ZONING OFFICER REPORT, J. MCLUCAS**

**Approval of Resolution 2023-26 to Authorize the Municipal Secretary to Sign Sewage Planning Module for PL 22-17 – 3G Enterprises 2-Lot Subdivision – Paradise Road**

**Motion** by M. Cashman and seconded by S. Parthree to approve Resolution 2023-26 to authorize the municipal secretary to sign the sewage planning module for PL 22-17 – 3G Enterprises 2-Lot Subdivision- Paradise Road, as presented. **Passed** with 4 ayes.

**TOWNSHIP MANAGER REPORT, L. OSWALT**

**Approval of Change Order #7 from East Coast Contracting, Inc. for the Fire Department Dorm Project in the amount of \$22,668.89**

**Motion** by C. Richards and seconded by S. Parthree to approve Change Order #7 from East Coast Contracting, Inc. for the Fire Department Dorm Project in the amount of \$22,668.89, as presented. **Passed** with 4 ayes.

**Approval of the following payment applications for the Fire Department Dorm Project:**

**Myco Mechanical, Inc. Payment Application #9 in the amount of \$41,985.00 and Payment Application #10 in the amount of \$8,017.50**

**East Coast Contracting, Inc. Payment Application #7 in the amount of \$130,487.24**

**Motion** by C, Richards and seconded by M. Cashman to approve Myco Mechanical, Inc. Payment Application #9 in the amount of \$41,985.00 and Payment Application #10 in the amount of \$8,017.50 and East Coast Contracting, Inc. Payment Application #7 in the amount of \$130,487.24, as presented. **Passed** with 4 ayes.

**Approval of Resolution No. 2023-25 authorizing a transfer of funds to the Recreation Fund**

**Motion** by S. Parthree and seconded by M. Cashman to approve Resolution No. 2023-25 authorizing a transfer of funds to the Recreation Fund, as presented. **Passed** with 4 ayes.

**PUBLIC WORKS REPORT, M. FLEMING**

**Approval of Payment Application #8 to Lobar Site Development Corp. in the amount of \$276,162.40**

**Motion** by C. Richards and seconded by M. Cashman to approve **Payment Application #8 to Lobar Site Development Corp. in the amount of \$276,162.40**, as presented. **Passed** with 4 ayes.

M. Fleming noted that he provided a flyer to the Board created by PennDOT about roundabout traffic circles.

#### **MS4 UPDATE**

M. Fleming stated that Thornton is moving along with rebuilding their pond. Weis has removed all their vegetation and sediment.

#### **OLD BUSINESS**

Nothing to note.

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

S. Parthree noted that there was vandalism in the bathroom at the Community Park over the weekend.

R. Stone noted that Dave Hogeman, who serves on the Sewer Authority as the treasurer will be resigning at the end of year. The Sewer Authority has reached out to Tyler Lerman to see if he would like to fill the rest of the term for Dave.

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

None were offered.

**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 pay raises and the status of union discussion.**

Respectfully submitted by: Brooke M. Scarce

Brooke M. Scarce, Township Secretary