

**DOVER TOWNSHIP
BOARD OF SUPERVISORS/ BOROUGH COUNCIL
MEETING MINUTES
February 12th, 2024**

The Dover Township Board of Supervisors' Dover Borough Council Meeting for Monday, February 12th, 2024, was called to order at 6:31 PM by Chairperson Stephen Stefanowicz and Council President Andrew Kroft in the Dover Township Board of Supervisors meeting room. Supervisors' present were Charles Richards, Michael Cashman, Stephen Parthree, and Robert Stone. Other Township Representatives in attendance were Laurel Oswalt, Township Manager; Michael Fleming, Township Public Works Director; John McLucas, Planning Director; Chalet Harris, Recreation Director; Nathan Stone, Technology Specialist; Gregg Anderson, Northern Regional Police Lieutenant; Christian Miller, Township Solicitor, and Brooke Scarce, Township Secretary. Borough Representatives present were Vice-President Joseph Sabold; Lori Koch, Councilwoman; Jeff Raffensberger, Councilman; Cynthia Snyder, Councilwoman; George Wasilko, Zoning Officer; and Brenda Plowman, Borough Secretary. There were 6 members of the public present.

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

At the request of Chairman Stefanowicz, introductions were made of all Borough and Township representatives in attendance.

APPROVAL OF THE WORK SESSION MEETING MINUTES FOR JANUARY 22ND, 2024

APPROVAL OF THE REGULAR BOARD OF SUPERVISOR MINUTES FOR JANUARY 22ND, 2024

Motion by C. Richards and seconded by M. Cashman to approve the Work Session Minutes from January 22nd, 2024 and the Regular Board of Supervisor Minutes from January 22nd, 2024, as presented. **Passed** with 5 ayes.

TREASURER'S REPORT OF CURRENT EXPENDITURES

APPROVAL OF THE FEBRUARY 2ND, 2024 WARRANT IN THE AMOUNT OF \$140,641.42

APPROVAL OF THE FEBRUARY 9TH, 2024 WARRANT IN THE AMOUNT OF \$195,282.28 (LIQUID FUELS)

APPROVAL OF THE FEBRUARY 9TH, 2024 WARRANT IN THE AMOUNT OF \$1,086.44 (2020 BOND)

APPROVAL OF THE FEBRUARY 9TH, 2024 WARRANT IN THE AMOUNT OF \$554.66 (EAGLE VIEW PHASE II)

APPROVAL OF THE FEBRUARY 12TH, 2024 WARRANT IN THE AMOUNT OF \$787,378.97

Motion by R. Stone and seconded by S. Parthree to approve the above referenced warrant totals,

as presented. **Passed** with 5 ayes.

PUBLIC COMMENT

None were offered.

2020 JOINT COMP PLAN ACTION ITEMS

Update on Peer to Peer Grant

C. Harris stated that the Township was awarded a Grant, and she had her first official call with DCNR last week. The grant contract will be received within the next 4-6 weeks. After the Grant is signed, DCNR will then provide a list of professionals that have completed a project like this in the past. We will then be able to choose which professional peer we would like to work with on the project. The Grant is for \$18,000.00 with a 10% match of \$1,800.00 for a total of \$19,800.00 for the project.

S. Stefanowicz questioned if there is someone from the Borough that Chalet can work with.

C. Harris stated that as of right now, no work can be completed until the contract is in place but once the contract is in place someone from the Borough will need to be involved.

Manager Oswald stated that the Peer to Peer Grant allows another recreation person who has completed a similar endeavor at a different municipality to aid Chalet through the process. The main focus will be on Joint Recreation between the Borough and Township as well as a potential partnership with the Dover Area School District.

C. Harris stated that one of the people who helped with the Recreation Plan may be an option as a professional, but it may be a good idea to have a fresh perspective. However, there was someone who recently retired from a municipality in Mechanicsburg and their recreation program was part of the school district.

Manager Oswald stated that someone from the Borough should be involved. L. Hoch was involved with the Recreation Plan which recommended this Peer to Peer Grant be pursued.

C. Snyder questioned how much the Township's annual budget for recreation is for 2024.

C. Harris stated that the amount that is allocated for recreation from the General Fund is \$56,000.00. However, approximately \$230,000 is spent on events, programs, etc. annually.

Manager Oswald added the Recreation Budget covers Summer Playground Staff but, C. Harris and other staff as well as park maintenance are all funded by General Fund dollars directly.

Update on Zoning Ordinance Revisions

J. McLucas stated the Zoning Ordinance revisions made their way through the Planning

Commission and the Board finalized all the revisions at their last meeting. The Planning Consultant is making the necessary changes before presenting it to the solicitor for the adopting ordinance.

Manager Oswald stated that the next step will be to send the ordinance to the York County Planning Commission for review so the public hearing can be held. To cover the cost of the ordinance update, the Township applied for a grant which was extended until June 30th. The Ordinances should be through the adoption process prior to that date.

Infrastructure

Manager Oswald questioned if the Technology Specialist should still be working on the GIS maps for the Borough.

B. Plowman stated that the water portion of the map has not been completed.

N. Stone stated that 90% of the stormwater is complete, 75% of the sanitary sewer is completed, 0% of the water in completed, and 100% of the sidewalks was completed.

Manager Oswald stated that she was not sure if this is something the Township should still be pursuing and billing the Borough for Nathan's time.

A. Kroft stated that the Township should continue to work on the GIS mapping. The Borough employees are not accessing the information as much since it is not fully complete.

Manager Oswald stated that from her understanding, there were questions from the Council with regards to future projects.

A. Kroft stated the Council would like an update on the projects that are happening in the Township that could affect the Borough.

M. Fleming stated that 95% of the work for the water portion of the North of the Borough project is completed. Some of the sanitary sewers have been completed on Harmony Grove Road. The contractor is waiting to hear from PennDOT to see if they are permitted to close Carlisle Road to complete the sewer portion of the project. The sewer portion will be starting at Jim and Nena's. As the sewer main is installed, they will then be able to reconnect the existing customers that are presently on the Borough's sewer sanitary system to Township's sewer sanitary system. There is a full-time inspector who is on site every day that tracks progress and will know when each property is transferred to the Township. The project is scheduled to go through April but there was a meeting last week with the contractor and he mentioned a time extension.

Manager Oswald stated that there will be a pump station on George Street which is part of the reason for the delay.

A. Kroft questioned when the warehouses will start construction and roughly when they will see

increased truck traffic.

J. McLucas stated that the Warehouse project will most likely be at the Planning Commission meeting on March 6th. The sketch plan was reviewed last year which showed 3 buildings for a total of 1.9 million square feet. Based on the traffic study, 50% of the trucks would go east on Canal Road and 50% will go south of Bull Road. There are significant infrastructure updates that will need to be completed outside of roads. There is a 3,000-foot water extension as well a significant sewer upgrade.

Manager Oswalt stated that the plans are available on the Township website. The Warehouse project does not have PennDOT's approval yet, which is the biggest hurdle that needs to be satisfied.

J. McLucas stated that the preliminary plan will be presented to the Planning Commission which will then be taken to the Board of Supervisors for final approval. The Warehouse project is still in the early stages. He encourages anyone that has questions or concerns to attend the Planning Commission meeting in March.

J. McLucas reported on the status of the solar project which has been tabled for a couple months now. They were given a handful of plan review comments, but he is being told the plan will be resubmitted by the month.

C. Snyder questioned if there is a tentative plan for when groundbreaking will happen for the warehouses.

J. McLucas stated that if everything gets approved in the next few months, groundbreaking would happen early in 2025.

J. Sabold questioned how many trucks per day on average will be coming or leaving from the warehouses.

J. McLucas stated they would be averaging 1,500 trips per day.

A. Kroft stated that the Borough has concerns about the trucks traveling west on Canal Road and coming through the square. There is aging infrastructure in the Borough and with the increased truck traffic there could be damage.

J. McLucas stated the State and County have already designated Bull Road and Canal Road for improvements, but it just so happens that the Warehouse project got ahead of the intersection improvements. The model prediction was 180 seconds of que length to have a simplified improvement which included the most updated traffic counts.

C. Snyder questioned if there would no longer be a traffic circle at the intersection of Bull Road and Canal Road.

Manager Oswalt stated that there is still an opportunity for a traffic circle at that intersection. The

problem with this project is that it is coming too fast for PennDOT. The traffic light is not an adequate response to the problem now. However, Dover Township and Conewago Township have expressed to PennDOT that they would rather see a traffic circle at this location.

C. Snyder questioned if the Township has made a decision about the intersection at Harmony Grove Road and Carlisle Road.

T. Myers stated that at the last Board meeting, he was authorized to put together a cost estimate.

Manager Oswalt stated that the approval of the cost estimate will be before the Board at the next meeting.

S. Stefanowicz stated that it has been a difficult task for the Board since properties will be impacted. However, the traffic circle is the best solution.

C. Snyder stated that she is not a traffic engineer but as someone who drives past the intersection often does not see why a traffic circle would be a road improvement.

T. Myers stated the reasoning the traffic circle is being implemented is because of the partnership and development of the apartments, but it is not specifically because of their traffic. The goal of the traffic circle is provide an alternate route around the square.

Manager Oswalt stated that these alternative routes to take pressure off the square were outlined in the 2007 Comprehensive Plan and reiterated in the 2020 Comprehensive Plan.

A. Kroft questioned if the Raycom Road to Butter Road will be included in the traffic circle process.

J. McLucas stated it is a future road but there needs to be development of the affected properties before the road can be created.

S. Stefanowicz stated that there has been discussion about the intersection at Fox Run Road and Canal Road to make improvements and minimize the amount of truck traffic on Butter Road.

M. Fleming stated that there is a meeting next week to kick off a Local Road Safety Plan which will then determine which intersections or roads need improvements. We do know that the number one accident that happens in the Township are from vehicles hitting fixed objects. The police reports that the department files go to Harrisburg and then they look at the information and compare the information to surrounding municipalities.

M. Fleming asked about the Norma's Ridge matter that was discussed at the last meeting.

A. Kroft stated that the Borough has not heard anything since October and he is not aware that the solicitor has heard anything either.

T. Myers stated that he has touched based with the developer's engineer and they received the

permits for the access drive and with that, they also got permitted on the North side of Canal Road. Jointly, the Borough and the Township will need to pursue how to replace the pipe South of Canal Road. PennDOT permits will need to be obtained because there is some work that needs to be completed within the PennDOT right of way. We will also need to visit the affected property owners and get a temporary easement for the right of the way to be able to replace the pipe.

M. Fleming stated that he was under the impression that the contractor was going to offer to do the work while they were on site.

A. Kroft stated that they were also under the same impression but have not heard anything.

T. Myers stated that they did not offer to do the work, the contractor offered to use their contractor to do the replacement at a cost that would be shared between the Borough and the Township.

A. Kroft stated they are waiting to hear more about the project because they have not heard anything from the developer.

S. Stefanowicz questioned what next steps to keep the project moving forward.

T. Myers stated that he will contact Charlie Rausch to review the present easement that is in place and determine next steps with the property owners.

Manager Oswalt suggested the next Joint meeting to be held on Monday, August 12th, 2024. The group was in agreement that this date would work for all.

NORTHERN REGIONAL POLICE UPDATE

G. Anderson stated that anytime you add trucks, you're going to have problems. Every Township that they cover that sees a warehouse development does experience traffic issues.

COMMENTS FROM THE PUBLIC

None were offered.

With no further business, Chairman Stephen Stefanowicz and President Andrew Kroft concluded the Board of Supervisors/ Borough Council meeting at 7:30 PM.

Respectfully submitted by: Brooke M. Scarce

Brooke M. Scarce, Township Secretary