

**DOVER TOWNSHIP
BOARD OF SUPERVISORS
MEETING MINUTES
February 26th, 2024**

The Dover Township Board of Supervisors for Monday, February 26th, 2024, was called to order at 6:59 PM by Chairperson Stephen Stefanowicz in the Dover Township Board of Supervisors meeting room. Supervisors present were Charles Richards, Stephen Parthree, Michael Cashman, and Robert Stone (was running late and arrived as noted below). Other Township Representatives in attendance were Laurel Oswalt, Township Manager; Andrew Miller, Township Solicitor; John McLucas, Planning Director; Michael Fleming, Public Works Director; Terry Myers, Township Engineer; Cory McCoy, CS Davidson; Gregg Anderson, Northern Regional Police Lieutenant, and Brooke Scarce, Township Secretary. There were 7 members of the public present.

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

APPROVAL OF THE JOINT BOROUGH MEETING MINUTES FOR FEBRUARY 12TH, 2024

Motion by S. Parthree and seconded by M. Cashman to approve the Joint Borough Meeting Minutes from February 12th, 2024, as presented. **Passed** with 4 ayes.

TREASURER'S REPORT

APPROVAL OF THE FEBRUARY 23RD, 2024 WARRANT IN THE AMOUNT OF \$23,874.83 (LIQUID FUELS)

APPROVAL OF THE FEBRUARY 23RD, 2024 WARRANT IN THE AMOUNT OF \$2,494.50 (EAGLE VIEW PHASE II)

APPROVAL OF THE FEBRUARY 26TH, 2024 WARRANT IN THE AMOUNT OF \$594,379.58

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

PUBLIC COMMENT

No comments were offered.

SOLICITOR'S REPORT

A. Miller stated that he has no action items under the report. The report shows what is ongoing on behalf of the Township.

ENGINEER'S REPORT, T. MYERS

Approval of Resolution 2024-11 Street Adoptions in Ashcombe Farms South

T. Myers stated all the construction work has been completed and inspected. The plans and descriptions for Madison Avenue and Belmont Avenue have been received. The maintenance bond and check for liquid fuels has also been received.

Motion by C. Richards and seconded by M. Cashman to approve Resolution 2024-11 Street Adoptions in Ashcombe Farms South, as presented. **Passed** with 4 ayes.

Canal Road/ Fox Run Road traffic study- ELA Group, Inc. Proposal

T. Myers stated that he contacted ELA Group, and they provided the next steps of completing a traffic study and warrant analysis. The scope of the traffic study to evaluate feasibility of signalizing the intersection and rerouting truck traffic from Butter Road onto Canal Road would include the following: 12 hour turning movement counts at Canal Road and Fox Run Road intersection and at the intersection of Butter Road and Fox Run Road; 2 automatic traffic recorders on Butter Road; Site visit, sketch, sight distance measurements at Canal Road and Fox Run Road; Develop future traffic volumes; Traffic signal warrant analysis at Canal Road and Fox Run Road intersection; Turn lane warrant analysis at Canal Road and Fox Run Road intersection; Capacity analysis at Canal Road and Fox Run Road; and Preparation of a brief report. All analyses will be completed using PennDOT standards so that it is suitable for use in any future highway occupancy permits and or traffic signal permit applications. The estimated cost is \$8,500.00.

Motion by C. Richards and seconded by M. Cashman to approve the proposal from ELA Group, Inc. to prepare a traffic study and warrant analysis at the intersection of Canal Road and Fox Run Road, as presented. **Passed** with 4 ayes.

Roundabout- PennDOT Line and Grade Approval- C.S. Davidson, Inc. Engineering Proposal

T. Myers stated that the Board previously requested C.S. Davidson, Inc., to provide a proposal to complete the design of the roundabout and get approvals from PennDOT. There was a subsequent meeting with TPD Inc., during which they strongly suggested that the next step be a Line and grade Submission/Approval from PennDOT which could take up to 8-9 months. This approval will establish the location, line, and grade of the proposed roundabout, including the required pedestrian and bike lane that will be placed on the accommodations. With this approval, ultimate street right of way requirements can be established. It is estimated that this approval from PennDOT will take a combined C.S. Davidson Inc., and TPD Inc., effort of about \$80,000.00.

S. Stefanowicz questioned if the arches coming into the roundabout would be adjustable.

T. Myers stated that there was a meeting with TPD Inc., in November of 2022 and it was indicated that there would be 100 to 110 foot approach islands but there was some flexibility.

S. Stefanowicz expressed concerns about how the road slopes toward the church and was wondering if that could be changed.

Manager Oswalt stated that Chairman Stefanowicz is talking about the road swinging more up towards the vacant lot behind the church versus right through the church.

Robert Stone arrived at 7:13 PM.

T. Myers stated that with the road being curved a different way, it would be difficult for a tractor trailer coming from Harmony Grove Road to turn and meet the turning radius requirements.

C. Richards question if there could be a road that came out to Carlisle Road before the roundabout that connected to Harmony Grove Road so tractor trailers could make the turn without impacting the church as much. It would be like an interim bypass.

T. Myers stated that PennDOT more than likely would not want an intersection right before the roundabout, but he can discuss that with TPD it to get a definite answer.

S. Stefanowicz stated that is the plan being sent to PennDOT something that is permanent or could items about the plan be changed at a later date.

T. Myers stated C.S. Davison and TPD Inc., would work on the plan, bring the revised plan back to the Board for any comments or changes, and then send it would be submitted to PennDOT for final approval.

S. Parthree questioned where the church's new entrance would be.

Manager Oswalt stated that the new church entrance would be located off of Intermediate Avenue.

S. Parthree stated that the entrance would be on land that is not owned by the church.

T. Myers stated there is land behind the church that is reserved for them. The current parking lot holds roughly 80 vehicles and Site Design reserved land to replace their parking lot and hold the same capacity if they are not willing to move the church.

S. Parthree stated that the church would like to complete an expansion. He questioned whether there was space for expansion.

T. Myers stated there is not enough to replace the parking and provide room for a new building.

Manager Oswalt stated that the original concept was to have land swaps.

T. Myers stated that a Work Session can be held to discuss the plan further before the submittal to PennDOT.

Motion by C. Richards and seconded by M. Cashman to authorize the Township Manager to sign the proposal and the proposal shall not exceed \$80,000.00, as presented. **Passed** with 4 ayes, 1 Nay from S. Parthree.

T. Myers provided a quick update about the Creekside Village Stormwater Basin Conversion. The goal is to have all signed easements before the March 11th meeting so that the Board can authorize advertising for bids.

S. Stefanowicz questioned how far along the project is at Fountain Rock.

T. Myers stated that it was decided to obtain a quote from Allison Concrete to do the work. However, Allison Concrete indicated that they are willing to provide a quote to install the concrete sidewalk and steps, but they are not equipped to do the extensive grading or lawn restoration that will be required. He has asked Allison Concrete to provide the quote for the sidewalk and steps but will pursue a quote on the remaining work required to complete the project from another landscape contractor.

ZONING OFFICER REPORT, J. MCLUCAS

Sign PL 23-10- 2411 Emig Mill Road- Weigelstown Childcare Lot Consolidation- Commercial District

J. McLucas stated that all the outstanding conditions have been met and no reapproval is needed. He will just need to Board to sign the plan after the meeting.

Reapprove and Sign PL 23-4- Moove In Self Storage- 58,192 SF Self Storage Facility- 3025 Carlisle Road- Commercial District

J. McLucas stated that the Board conditionally approved the plan, since then all the outstanding conditions have been met.

Motion by M. Cashman and seconded by S. Parthree to reapprove and sign PL 23-4- Moove In Self Storage- 58,192 SF Self Storage Facility- 3025 Carlisle Road- Commercial District, as presented. **Passed** with 5 ayes.

Sparrows Way Maintenance Bond

J. McLucas stated that the maintenance security for this project is set to expire April 20, 2024. Outstanding issues exist with stormwater management and the County Conversation District to close out this project, which cannot feasibly be accomplished before Spring 2024. He is requesting that the Board formally notify the developer to supply a 6-month extension to the maintenance security by March 25, 2024 or we will formally notify the developer and bank of the remaining deficiencies and the intent to draw on the security at the April 8, 2024 meeting in order to facilitate corrections to those deficiencies.

Motion by R. Stone and seconded by C. Richards to formally notify the developer if they don't supply a continuation by March 15, 2024, the Board will notify the developer about the intent to withdraw from security, as presented. **Passed** with 5 ayes.

J. McLucas stated that in his report he provided the Board with a copy of Legislative Bill Number 1960 and also provided a copy of the yearly code enforcement actions.

C. Richards questioned if there is an update with the Byers Tires property on Carlisle Road.

J. McLucas stated that it is an ongoing issue. The judge has extended the clean up of the property until May 15th.

MANAGER'S REPORT, L. OSWALT

Approval of the Fire Department Dorm Furniture

Manager Oswalt stated that after reviewing the arbitrage liability and outstanding funds to be paid to the prime contractors, there will be enough funding to purchase dormitory furniture as originally budgeted. She contacted seven vendors on Costars Contract and received two quotes. Leeder Furniture was more than half the price of the competitor. Total cost is noted in the quote with installation and freight included. There is a 90-day lead time on the manufacture and delivery so with the Board's consensus, she would like to order the furniture this week.

Consensus of the Board was to allow the Township Manager to purchase the furniture for the dormitory rooms.

PUBLIC WORKS REPORT, M. FLEMING

Approval of Payment Application #1 to Doli Construction Corp. for the North of the Borough Water Facilities Improvements in the amount of \$933,556.48

Motion by S. Parthree and seconded by R. Stone to approve Payment Application #1 to Doli Construction Corp. for the North of the Borough Water Facilities Improvements in the amount of \$933,556.48, as presented. **Passed** with 5 ayes.

Approval of Payment Application #2 to Doli Construction Corp. for the North of the Borough Water Facilities Improvements in the amount of \$217,725.30

Motion by S. Parthree and seconded by R. Stone to approve Payment Application #2 to Doli Construction Corp. for the North of the Borough Water Facilities Improvements in the amount of \$217,725.30, as presented. **Passed** with 5 ayes.

Manager Oswalt stated that there were two grants that were applied for in December of 2022 and we were just informed that we received the two grants in December of 2023. All of the proceeds provided from the grants may not be able to be used depending on whether costs were incurred prior to the grant announcement date.

Approval of Change Order #1 with Doli Construction Corp. for the North of the Borough Water Facilities Improvements in the amount of \$23,902.75

Motion by R. Stone and seconded by S. Parthree to approve Change Order #1 with Doli Construction Corp. for the North of the Borough Water Facilities Improvements in the amount of

\$23,902.75, as presented. **Passed** with 5 ayes.

Approval of Resolution 2024-12 Price Change Adjustment for the 2024 Paving and Seal Coat Bids

Motion by R. Stone and seconded by M. Cashman to approve Resolution 2024-12 Price Change Adjustment for the 2024 Paving and Seal Coat Bids, as presented. **Passed** with 5 ayes.

RECREATION DIRECTOR'S REPORT

Manager Oswalt stated that a Peer to Peer Grant was received from DCNR. The next step is to have a conference call with DCNR to discuss the process of the project. From there, a list will be provided of potential peers to be interviewed to assist with project. Also, Eagle View Park received it's second award which will be awarded at the PRPS Conference in March. The award is the 2024 Green and Sustainable Parks Award.

MS4 UPDATE

There are no updates at this time.

OLD BUSINESS

There is no old business at this time.

COMMENTS FROM THE BOARD

S. Stefanowicz stated that the Sewer Authority has an open position for the Treasurer.

C. Richards stated that at the next meeting, he would like to discuss addressing the "No Truck Traffic" signs on Butter Road.

COMMENTS FROM THE PUBLIC

Andrea Stefanowicz from 4801 Carlisle Road expressed concerns about the roundabout median due to her driveway being affected. She questioned if the length of the median would be approval in an 8–9-month period or would it be apart of the second approval.

T. Myers stated that the length of the median would be part of the first approval process.

A. Stefanowicz stated that they were told they would be shown a truck simulation of getting 40-foot trailers in and out of their driveway.

T. Myers stated that in a previous meeting, there was discussion about shortening the median so trailers could get in and out of the driveway. There will be another meeting to discuss further questions or concerns prior to submittal.

S. Stefanowicz questioned if it is a drivable curb.

T. Myers stated that there will be a slanted curb on both sides and then flat concrete in the middle.

Wanda Stover from 1280 Butter Road stated that Conewago Township has restricted truck traffic on Millcreek Road on the south side of Canal Road.

Gina Myers from 1050 Rohlers Church Road questioned when the water and sewer project will be completed on Carlisle Road.

M. Fleming stated that the hope is for the project to be completed by June.

Manager Oswalt commented there is a pump station that needs to be installed as well as sewer piping. The pump station has not been shipped from Ohio yet and could cause a delay in the work being completed by June.

Matt Lamparter from 4090 Bull Road questioned why the medians for the roundabout are so long.

T. Myers stated that from his understanding, they are the required lengths. However, PennDOT does allow variances for people whose driveways could be affected.

With no further business, Chairman Stephen Stefanowicz concluded the Board of Supervisors meeting at 8:02 PM and the full Board of Supervisors entered into an Executive Session to discuss personnel matters.

Respectfully submitted by: Brooke M. Scarce
Brooke M. Scarce, Township Secretary