

**DOVER TOWNSHIP  
BOARD OF SUPERVISORS  
MEETING MINUTES  
November 25<sup>th</sup>, 2024**

The Dover Township Board of Supervisors for Monday, November 25<sup>th</sup>, 2024, 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, and Stephen Parthree. Other Township Representatives in attendance were Laurel Oswalt, Township Manager; Christian Miller, Township Solicitor; John McLucas, Planning Director; Terry Myers, Township Engineer; Cory McCoy, CS Davidson; Christopher Hamme, Public Works Director; Gregg Anderson, Northern Regional Police Lieutenant; Barry Emig, EMA Coordinator; and Brooke Scarce, Township Secretary. There were 6 members of the public present.

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

Chairperson Stephen Stefanowicz announced that a Work Session was held prior to this evening's regularly scheduled Board of Supervisors meeting to discuss Shenandoah Cable Television, LLC and an executive session held to discuss personnel matters.

**APPROVAL OF THE WORK SESSION MINUTES FOR OCTOBER 28<sup>TH</sup>, 2024**

**Motion** by R. Stone and seconded by S. Parthree to approve the Work Session Minutes for October 28<sup>th</sup>, 2024, as presented. **Passed** with 5 ayes.

**APPROVAL OF THE REGULAR BOARD OF SUPERVISOR MINUTES FOR OCTOBER 28<sup>TH</sup>, 2024**

R. Stone stated that there is a correction needed on page 8 of the minutes. The minutes have written that the same board member is making a motion and then seconding it.

**Motion** by R. Stone and seconded by S. Parthree to approve the Regular Board of Supervisor Minutes for October 28<sup>th</sup>, 2024 with the correction to the motion and second on page 8, as presented. **Passed** with 5 ayes.

**TREASURER'S REPORT**

**APPROVAL OF THE NOVEMBER 1<sup>ST</sup>, 2024 WARRANT IN THE AMOUNT OF \$20,151.98**

**APPROVAL OF THE NOVEMBER 6<sup>TH</sup>, 2024 WARRANT IN THE AMOUNT OF \$133,492.83**

**APPROVAL OF THE NOVEMBER 8<sup>TH</sup>, 2024 WARRANT IN THE AMOUNT OF \$19,296.59**

**APPROVAL OF THE NOVEMBER 11<sup>TH</sup>, 2024 WARRANT IN THE AMOUNT OF \$889,814.04**

**APPROVAL OF THE NOVEMBER 22<sup>ND</sup>, 2024 WARRANT IN THE AMOUNT OF**

**\$379,839.00 (LIQUID FUELS)**

**APPROVAL OF THE NOVEMBER 22<sup>ND</sup>, 2024 WARRANT IN THE AMOUNT OF \$23,727.50 (2023 BOND)**

**APPROVAL OF THE NOVEMBER 22<sup>ND</sup>, 2024 WARRANT IN THE AMOUNT OF \$683.11 (EAGLE VIEW PH II)**

**APPROVAL OF THE NOVEMBER 25<sup>TH</sup>, 2024 WARRANT IN THE AMOUNT OF \$463,006.98**

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

## **PUBLIC COMMENT**

Barry Emig- Approval of Resolution 2024-25 Adoption of the Emergency Services Plan

B. Emig stated that he is before the Board for the approval of Resolution 2024-25, which adopts the Emergency Services Plan which needs to be readopted every 2 years. There were only minor changes to the notification and resource list of the plan. He also thanked the Township Secretary for helping him with the updates.

**Motion** by C. Richards and seconded by R. Stone to approve Resolution 2024-25 adopting the Emergency Services Plan, as presented. **Passed** with 5 ayes.

Martin Green from 1220 Butter Road stated that he was unable to locate the October 14<sup>th</sup> meeting minutes on the website and he also stated that he was unable to view the minutes from the October 28<sup>th</sup> meeting.

Manager Oswald stated that the October 14<sup>th</sup> meeting minutes have been updated to the website under the Work Session since the meeting was only on the 2025 Budget. The October 28<sup>th</sup> meeting minutes were just approved this evening and will be available on the website Tuesday morning. The minutes are not put on the website until they have been approved by the Board.

M. Green stated that this morning there were surveyors on his property, but he was not made aware that they would be there. He questioned if he would be made aware in the future and if the improvements for Butter Road are still underway.

C. McCoy stated that he intended that most of the survey work for the project would be completed within the right of way. However, if an easement is needed, the property owner will be notified.

## **NORTHERN REGIONAL POLICE UPDATE**

G. Anderson provided a video that shows roughly three weeks of progress on the new Northern Police Building. The video was shot by drone.

## **SOLICITOR'S REPORT**

C. Miller stated that he has no action items but provided the Board with a report update.

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

#### **Road Home, LLC request for Salem Springs Landscaping invoice in the amount of \$9,600.00**

T. Myers stated that the wall and finished grading and seeding has been completed and the homeowner is happy with the results.

**Motion** by R. Stone and seconded by M. Cashman to approve the request for Salem Springs Landscaping invoice in the amount of \$9,600.00, as presented. **Passed** with 5 ayes.

T. Myers stated that after the work session meeting that was held on October 28<sup>th</sup> it seemed as if the Board was leaning towards the realignment of Fox Run Road and East Canal Road since the property owner at 1591 East Canal Road stated they would be interested in the Township purchasing their home. He has since reached out to ELA Group and requested new sketches for the Board to review next month.

### **PLANNING DIRECTOR'S REPORT, J. MCLUCAS**

#### **Approval of PL 24-1 – Donwood IIB Final Subdivision Plan – 54 Single Family Detached Dwellings – R3 District**

Dan Creep with Warehaus stated that they have received a letter from CS Davidson dated November 21, 2024, that outlines some open items. They have no objections to any of the open items and will address them all.

C. McCoy stated that most of the open items are administrative items that need completed.

**Motion** by R. Stone and seconded by C. Richards to approve PL 24-1- Donwood IIB Final Subdivision Plan- 54 Single Family Detached Dwellings subject to the outstanding items noted in the letter from CS Davidson dated November 21, 2024, as presented. **Passed** with 5 ayes.

#### **Approval of PL 24-3 – Brownstone Manor Phase 3 – Final Subdivision Plan - 97 Dwelling Units – R3 District – Victorian Drive/South Salem Church Road**

Eric Johnston with Johnston and Associates, Inc. stated that this is the last connection to South Salem Church Road. A review letter from CS Davidson was provided dated November 21, 2024. All waivers were previously approved in 2004.

J. McLucas stated that most of the outstanding items are administrative. However, he did note that there are two different HOA's within the development.

C. Hamme stated that there are still a few minor utility issues that need to be addressed.

S. Stefanowicz stated that under the SALDO comments, #9 is still outstanding which is any outstanding comments from the Fire Marshal or Public Works Director shall be addressed.

T. Myers stated that JA Myers will be doing the construction for the connection on Village Road.

C. Hamme questioned if they have received an HOP permit from PennDOT yet.

E. Johnston stated that they have not received the HOP yet, but they are very close.

**Motion** by C. Richards and seconded by M. Cashman to conditionally approve PL 24-3 – Brownstone Manor Phase 3 – Final Subdivision Plan - 97 Dwelling Units – R3 District – Victorian Drive/South Salem Church Road subject to the CS Davidson letter dated November 21, 2024, as presented. **Passed** with 5 ayes.

### **Approval of PL 24-4 – Bell-Mark - 9,800 SF Building Expansion & Lot Consolidation – 4500 W Canal Rd – Ag District**

J. McLucas stated that the applicant is tearing down an existing building, combining lots, and adding on a 9,800 SF expansion. There are a handful of non-conformities associated with the project, but he worked with the applicant to address those issues.

Colin Camp with Crossroads Group stated that they will be tearing down an existing building and combining the existing neighboring lot to make the lot all one parcel totaling roughly 5.5 acres. The expansion will be added onto the existing building that is staying.

C. McCoy stated CS Davidson provided a review letter dated November 21, 2024. All zoning ordinance comments have been addressed which are as follows; 1A. Revise non-conformity note 2 to: "Existing non-conformity of side setback on the east side of tract 3 (17 .92')". Side nonconformity will be reduced to 28.57' on the west side of proposed Lot 1; 1B. Revise non-conformity note 3 to: "Existing non-conformity of side setback on west side of tract 3 (18.83') reduced to 28.57' on west side of proposed Lot 1; and 2. The parking data table states that 3 ADA parking spaces are proposed, however, the plans show and are required to have 4. Update the parking data table accordingly. (§27-708}. Under the subdivision and land development ordinance comment 1. 1. Tract 1 and 2 are shown as previously consolidated. Provide only 1 parcel identifier for the existing combined tract 1 and 2, by removing the property line that was abolished with the consolidation. Include a "lightning strike" across Tract 3 and Tract 1 & 2 to identify the proposed consolidation. (§22-601.2.C} has been address but comments 2-5 have not been addressed yet which are as follows; 2. Prior to final plan approval, a disk in an electronic format compatible with the Township GIS system, should be provided. (§22-501.2.A}; 3. The seal, registration number, date, and signature of the professional engineer or land surveyor, responsible for preparation of the plan, shall be added to the plan (§22-501.2.F}; 4. The legal and/or equitable Owner's notarized signatures must be added to the plan certifying concurrence with the plan. (§22-501.2.H}; and 5. Public Improvements Security is required in a form and amount acceptable to the Township, prior to final plan approval. (§22-1201.4}. All the general comments have been addressed which are as follows; 1. Label the existing 15' wide utility easements centered on the interior tract line as "To be extinguished" and 2. Identify both loading spaces on the plans. There is 1 outstanding item under the stormwater management ordinance which is just a standard agreement.

J. McLucas stated that according to the plan, the developer has adequate sight distance, but he

would like to see if there would be a way for them to open the driveway up more.

C. Camp stated that they can look at the sight distance once the paving is completed.

J. McLucas would like to add a sixth comment under SALDO which would be to look at the sight distance once the pavement has been completed.

**Motion** by R. Stone and seconded by M. Cashman to approve PL 24-4 – Bell-Mark - 9,800 SF Building Expansion & Lot Consolidation – 4500 W Canal Rd – Ag District subject to the letter from CS Davidson dated November 21, 2024, with the addition of comment 6 to the SALDO and subject to review and satisfaction of the outstanding items as listed above, as presented. **Passed** with 5 ayes.

**Approval of PL 23-7 – Dover Solar I - Preliminary Land Development Plan - Installation of Principle Solar Energy System (PSES) on total available site area of approximately 824 acres. Panel installation and limit of disturbance to be approximately 271 acres. – Various lands in Industrial, R1, & Ag District**

David Jones stated that since this is the first time the Board of Supervisors has seen the plan, they would like to mainly focus on the waiver requests, so they have better direction.

Kyle Spayd stated that he is the signing engineer for the project. The project will total 823.7 acres but of that total acreage they are only proposing to disturb about 271 acres which includes the routing connections for the cables. There is a special exception approval for the project, which included maintaining a 75-foot setback on all property lines. The applicant did also meet all the conditions of the zoning approval. The applicant is proposing to connect to the existing water mains. There is about 3200 LF proposed to supply fire protection at the substation area. There are two proposed stormwater basins at the Point of Interconnection (POI). The stormwater will be controlled via conversion of the agricultural fields to meadows as well as filter strips for the treatment of the impervious areas. The NPDES permit has been submitted to DEP and the applicant is waiting on their administrative completion letter.

R. Stone questioned if they could describe the screening that they are proposing.

K. Spayd stated that they are proposing everything that is based on the subdivision and land development ordinance which is a mix of deciduous and coniferous trees as well as shrubbery. They are proposing to take the same number of plantings and densifying it down to a 68-foot strip versus a 100-foot strip which would include 30 more plantings. Part of the ordinance requires a type 3 screen which also includes a berm but that they are requesting to waive the berm which is one of the items listed in the waiver requests.

K. Spayd stated that they received a review letter from CS Davidson on November 21, 2024. There are a total of six waiver requests. The first two waivers are as follows; 1. §22-501.2.0 -To not be required to show all significant man-made features within 400' of project site and 2. §22-501.2.W -To not be required to show all existing or proposed streets on or within 400 feet of Cardinal Lane.

**Motion** by M. Cashman and seconded by C. Richards to approve waiver request 1. §22-501.2.0 - To not be required to show all significant man-made features within 400' of project site and 2.

§22-501.2.W - To not be required to show all existing or proposed streets on or within 400 feet of Cardinal Lane, as presented. **Passed** with 5 ayes.

K. Spayd stated that waiver request 3 is as follows; 3. §22-504.2.A,D,&E -To not be required to file plans, fees, and documentation required for outside agency approval. They are requesting a partial waiver of this request of this section to delay their submission of their NPDES and PennDOT applications to the agencies to such a time when the project limits and impacts are no longer changing. They also need input and signatures from the Township for the submission of the HOP associated with the new water main on East Canal Road which will be needed prior to making the noted submission.

K. Spayd stated that they intend on submitting their applications to PennDOT but have not yet just due to timing, but it will be required for the final submission.

**Motion** by R. Stone and seconded by C. Richards to approve waiver request 3. §22-504.2.D -To not be required to file plans, fees, and documentation required for outside agency approval, as presented. **Passed** with 5 ayes.

K. Spayd stated they are going to skip waiver requests 3 and 4 and come back to them later. They are going to move onto waivers 5 and 6 for now. Waiver request number 5 is as follows; 5. §22-714.2 -To not be required to provide easements along watercourses traversing the project area. There has been a lot of discussion regarding this topic with the Planning Commission as well as the Planning Director. They are proposing to provide a blanket easement with the developer's agreement/O&M Agreement. They are not proposing to provide perpetual easements on the parcels because they are leasing the ground. They are not purchasing parcels.

C. Richards questioned if they will be crossing any streams that they would need to drive through.

K. Spayd stated no they will not be driving across the streams. They will be installing bridges. K. Spayd added that part of the plan is to preserve and protect the natural areas.

**Motion** by R. Stone and seconded by M. Cashman to approve waiver request 5. §22-714.2 -To not be required to provide easements along watercourses traversing the project area subject to temporary easements, as presented. **Passed** with 5 ayes.

J. McLucas noted that this waiver that the Board approved is a standard requirement for any development that comes along, even if they are just subdividing their land. They are still required to establish these easements over natural drainages.

R. Stone stated that they are still meeting the requirements through an O&M agreement, but the only difference is when the panels are removed, the easement is no longer in place.

K. Spayd stated that waiver request number 6 is as follows; §22-1103.11.B.3 -To not be required to provide 3' berms with Level 3 planting strips along roadways. The developer is requesting the installation of the level 3 screening without the required 3' high berm. K. Spayd presented

different pictures to the Board showing what the level 3 screening would look like with and without the 3' berm. The proposed screening buffer is based on a 68 LF strip versus the required 100 LF which equates to approximately a 30% denser planting than what is required by the ordinance. This denser planting provides the required 100% opaqueness and screening ability at the 5-year mark. This also provides the necessary height of 8' based on the plant material selected. In addition, they have performed a sight line analysis from adjoining residential areas throughout the project.

C. Richards stated that West Manchester has solar panels in their Township, and they do not have berms. After seeing how they look he is in favor of requiring the 3' berm.

C. Hamme stated that he thinks the berm will be a maintenance issue.

C. Richards stated that for the past two years we have been in a drought. He questioned who would be held accountable to replace the trees that have died.

D. Jones stated that the ordinance requires the trees to be replaced if they die.

S. Stefanowicz stated that the berm is going to dry out quicker than level ground.

C. Richards stated that if the berm is organic matter, it will not dry out as quickly.

J. McLucas stated that with this plan, if the intent truly is to someday decommission the solar farm and return it to farmland, by building the berm it is essentially altering the land.

After further discussion, the Board decided that they will not be taking action on this waiver tonight.

**Motion** by M. Cashman and seconded by C. Richards to table waiver request 6. §22-1103.11.B.3 -To not be required to provide 3' berms with Level 3 planting strips along roadways, as presented. **Passed** with 5 ayes.

Staff and the applicant will continue to work on a compromise on this waiver.

K. Spayd stated that waiver request number 4 is as follows; §22-704.B -To not be required to provide additional right-of-way and roadway widening improvements for adjacent streets (East Canal Rd, Nursery Rd, Butter Rd, George St, and Temple School Rd). This is requesting a waiver of providing additional right of way as well as proposed roadway improvements associated with this section of the ordinance. It is based on discussion with Township Staff and also that this type of development has a very low impact on existing roadway and other Township infrastructure. Roadway use outside of normal traffic would be limited to construction timeframes only. After construction, only periodic traffic is expected which would be within the limits of the current roadway conditions. They would work with the Township on any repairs to roadways caused by construction vehicles that may be needed. They will be repaving the entire width of the roadway where the water main is being installed.

J. McLucas stated that the requirement is to dedicate additional right of way and make street improvements. The Planning Commission said they are not going to require them to make additional street improvements, however, they do want them to dedicate additional right of way. His thoughts are that Cardinal Lane is part of the Township's growth area, and the intent is to try to make growth improvements when a new development occurs.

D. Jones stated they could do a roadway maintenance or restoration agreement just in case there was damage to the roadways. They have also discussed a contribution or a donation towards other transportation projects.

J. McLucas stated that part of the conversation included providing additional sidewalks along Cardinal Lane.

D. Jones stated that there will be a decommissioning agreement which would require the sidewalks to then be removed after 30 years since the sidewalks were not there prior to project.

J. McLucas stated that he feels as if public improvements would not be decommissioned.

D. Jones stated that it depends on what the lease agreement says. The property owner has the right to make the developer take the property back to pre-development conditions.

S. Stefanowicz stated that he would like to table this waiver request until he has a better understanding of the waiver.

R. Stone stated that he agrees with what the Planning Commission said because it is a nice compromise.

C. Richards stated that he is struggling with this waiver since the solar company does not own the land, they are leasing the land from the property owners.

J. McLucas stated this is no different than a majority of the commercial properties within the Township.

Dan Pike from the D&D Bismark properties stated that he agreed to the solar project so that he could maintain ownership and preserve his farmland for his children. His intention is to revert the land back to the way it was in 30 years. The solar panels are only temporary. He does not agree with the fact that the Township is asking for additional right of way for a temporary situation. He also expressed concerns about the berm and bringing foreign material onto his land because it will be changing the land for the future. The land still belongs to him, but he is leasing it to Enel.

R. Stone stated that there is liability issues associated with maintaining the sidewalks. There are no buildings or other structures. They would have to go out and shovel the sidewalks during the winter months which consumes the property owner's time.



Manager Oswalt stated that no matter what kind of development goes on, usually a right of way dedication is required. If a property owner is subdividing a lot from their property, even in the rural areas within the Township, usually additional right of way is requested as part of the subdivision process for road widening in the future and for future growth.

K. Spayd stated that the ordinance clearly states that it is for any subdivision plan, however, they are not subdividing the land.

**Motion** by S. Parthree and seconded by R. Stone to table waiver request 4. §§22-704.B -To not be required to provide additional right-of-way and roadway widening improvements for adjacent streets (East Canal Rd, Nursery Rd, Butter Rd, George St, and Temple School Rd) subject the developer working with CS Davidson, as presented. **Passed** with 5 ayes.

Todd Lamparter from 1341 Butter Road questioned what the right of way is where the sidewalk is located and where the sidewalk is not on Cardinal Lane.

J. McLucas stated that the cartway is 33 feet, but the right of way is 50 feet. He questioned if there was anything else the developer would like to discuss tonight.

D. Jones stated that the one remaining item is not an engineering issue, but it is a comment made by the Planning Director. Under the Joint Comprehensive Plan, there is discussion about greenways that need to be dedicated as part of the subdivision ordinance. There is one portion of this plan that goes through Todd Lamparter's property. Dover Solar 1 reads the ordinance as it just applies to residential subdivisions because it talks about being open to residents of the development and to tie in different neighboring subdivisions. The goal of this project is to keep everyone away from the solar panels. The entirety of the solar panels, the substation, and the battery storage areas are all going to be gated. There will be no open areas for the development of the solar panels. The Planning Director is stating that the developer needs to dedicate the greenways through the development as it applies to the growth area. The Township has an existing sewer easement in the location of the proposed greenway. The developer and property owners are looking for some sort of direction from the Board. The property owners have expressed concerns about liability issues that could arise.

K. Spayd stated that there is a sanitary sewer easement through the Lamparter's property on Cardinal Lane and the Planning Director is requesting that the developer provide a pedestrian access through the easement.

J. McLucas stated that the purpose of the Comprehensive Plan is to make incremental improvements throughout the community as development occurs. The property on Cardinal Lane has been identified since the very first comprehensive plan in 1970. As development occurs, this is when the opportunity for connections is available.

Manager Oswalt stated that the point of the pedestrian easement is to be able to connect the second phase of Fountain Rock to Brookside Park.

R. Stone stated that for a subdivision plan he fully understands, but this is only temporary. If he was the landowner, he would not want to be forced to let people onto his land.

J. McLucas stated that he was just pointing out that it has been identified as an objective in the Comprehensive Plan since 1970.

C. Richards stated that he agrees with Mr. Stone. It is a lease and not a development.

T. Lamarter stated that he will not be allowing people onto his property. If it comes down to it, he will revoke his lease with Enel.

D. Jones stated that the Open Space Plan points out the greenways are also for environmental protection and not designated for humans. For the life of the project, it is designed to do just that.

J. McLucas stated that as of now, the plans are showing a pedestrian access easement.

S. Stefanowicz questioned if this is something that needs to be voted on tonight.

D. Jones stated that they need some sort of direction from the Board.

After further discussion the Board came to the consensus of not requiring the pedestrian access easement on the landowner's properties that would be affected. A formal waiver will need to be requested for this provision.

#### **MANAGER'S REPORT, L. OSWALT**

##### **Approval of Ordinance 2024-03 implementing various traffic studies in Chapter 15 of the Code of Ordinances for Speed Limits, No Parking, Stop Intersections, and No Passing Zones within Dover Township**

**Motion** by C. Richards and seconded by R. Stone to approve Ordinance 2024-03 implementing various traffic studies in Chapter 15 of the Code of Ordinances for Speed Limits, No Parking, Stop Intersections, and No Passing Zones within Dover Township, as presented. **Passed** with 5 ayes.

##### **Approval of Resolution 2024-26 adopting the York County 2024 Hazard Mitigation Plan**

Manager Oswalt stated that each municipality is required to adopt a Hazard Mitigation Plan either through adopting their own or participating in the County Plan. Having a valid plan allows the Township to be able to obtain Hazard Mitigation grants like those used to buy out the homes on Pine Road.

**Motion** by R. Stone and seconded by M. Cashman to approve Resolution 2024-26 adopting the York County 2024 Hazard Mitigation Plan, as presented. **Passed** with 5 ayes.

##### **Approval of Resolution 2024-27 adopting the 2025 Budget**

**Motion** by S. Parthree and seconded by R. Stone to approve Resolution 2024-27 adopting the 2025 Budget, as presented. **Passed** with 5 ayes.

**Approval of Resolution 2024-28 setting the Real Estate Tax Rate for 2025**

Manager Oswalt stated that this standard Resolution sets the real estate rate for 2025 at 1.4 for General Proposes and .2 for the Fire Tax.

**Motion** by C. Richards and seconded by R. Stone to approve Resolution 2024-28 setting the Real Estate Tax Rate for 2025, as presented. **Passed** with 5 ayes.

**Approval of Resolution 2024-29 setting the Tax Rates for all taxes other than Real Estate for 2025**

Manager Oswalt stated that all other tax rates will remain the same for 2025.

**Motion** by S. Parthree and seconded by M. Cashman to approve Resolution 2024-29 setting the Tax Rates for all taxes other than Real Estate for 2025, as presented. **Passed** with 5 ayes.

**Recognition of the completion of the probationary periods for Ben Eyler and Kristina Rodgers**

Manager Oswalt stated that no action is required. These two employees have completed their six-month probationary period and are now eligible for the Township pension plan.

**Retroactively authorize the Trash Contract Addendum to formally include 2, 1-year extensions on the initial 5-year contract by mutual agreement of the parties**

Manager Oswalt stated that after previous discussions, the Township will obtain the pricing now and then determine whether to proceed in year 5 of the contract term to allow for the extensions to be implemented.

**Motion** by R. Stone and seconded by S. Parthree to authorize the Trash Contract Addendum to formally include 2, 1 year extensions on the initial 5 year contract by mutual agreement of the parties, as presented. **Passed** with 5 ayes.

C. Richards questioned how many bids have been received.

Manager Oswalt stated that four contractors attended the mandatory pre-bid meeting.

**Discussion of Staunton Avenue Well Tank Cell Tower Lease Expiration and potential renewal terms**

Manager Oswalt stated this cell tower lease will expire in August 2025. They would like to renew it with a lease beginning on September 1, 2028, at a reduced rate of \$2,500.00 per month. The initial term would be 5 years with 4, 5-year options to renew an increase per term at 10%. There would be no other clause modifications. If the Board agrees with these changes, she will

notify the cell company to have the documents prepared for their review and approval.

R. Stone questioned how old the current lease is.

Manager Oswalt stated that after 2028 the lease agreement will be 25 years old. She noted that in the current lease they are paying \$2,800.00, which is close to what they are offering for the next term.

S. Stefanowicz questioned if the rate could remain the same.

Manager Oswalt stated that she could ask.

S. Stefanowicz questioned if the \$2,500.00 is per each antenna that they have on our tank.

Manager Oswalt stated that it is based on the amount of leased space which includes the space they have on the tank and the ground.

Consensus of the Board is to go back and ask for a 3% increase each term at the rate of \$2,800.00.

**Approval to proceed with Financing Terms for New Truck #5 and Roadside Mower at a 4.827% Lease Purchase Rate with M and T Bank**

Manager Oswalt stated that M&T had offered the lowest interest rate at 4.827% if the Township finances both pieces of equipment together. Rates were received from the vendors' financing companies; 5.75% or 5.9% for the truck; and 6.25% for the mower. She also reached out to Truist and requested rates from them but they did not meet the timeframe for tonight's meeting.

**Motion** by C. Richards and seconded by S. Parthree to approve Financing Terms for New Truck #5 and Roadside Mower at a 4.827% Lease Purchase Rate with M and T Bank, as presented. **Passed** with 5 ayes.

Manager Oswalt noted that the Township has received a safety award this year under the worker's compensation program. The Township received third place out of the 80 other municipalities.

**PUBLIC WORK DIRECTOR'S REPORT, C. HAMME**

**Approval of E.K. Services' bid including both the base and alternate bid in the amount of \$2,332,198.07 for Carlisle Road Watermain and Service Replacement**

C. Hamme stated that Phase 2 of the project will start at the church where the previous project concluded and will extend to Skytop Trail.

Manager Oswalt stated that this project is in the budget for 2025 and there is also grant funding that the Township has received for this project.

**Motion** by R. Stone and seconded by M. Cashman to approve E.K. Services' bid including both the base and alternate bid in the amount of \$2,332,198.07 for Carlisle Road Watermain and Service Replacement, as presented. **Passed** with 5 ayes.

**Approval of Payment to Vertex Roofing Contractors, Inc. in the amount of \$102,851.76 for the Salt Dome Reroofing**

C. Hamme stated the amount is roughly over \$1,600.00 than the bid amount due to exposing more rotten plywood than what was in the original bid documents.

**Motion** by C. Richards and seconded by S. Parthree to approve Payment to Vertex Roofing Contractors, Inc. in the amount of \$102,851.76 for the Salt Dome Reroofing, as presented.  
**Passed** with 5 ayes.

**Approval of Payment Application #8 to Doli Construction Corp. in the amount of \$299,566.97 for North of the Borough**

**Motion** by R. Stone and seconded by M. Cashman to approve Payment Application #8 to Doli Construction Corp. in the amount of \$299,566.97 for North of the Borough, as presented. **Passed** with 5 ayes.

**Approval of Payment Application #9 and Final to Doli Construction Corp. in the amount of \$8,896.90 for North of the Borough**

**Motion** by M. Cashman and seconded by R. Stone to approve Payment Application #9 and Final to Doli Construction Corp. in the amount of \$8,896.90 for North of the Borough, as presented.  
**Passed** with 5 ayes.

**MS4 UPDATE**

Manager Oswalt stated that she was contacted by York County Planning in July about a program that they have that is all about educational signage related to floodplain and stormwater projects. The Township received \$2,100.00 to install three more educational signs at Eagle View Park. We will be purchasing one of the signs and the other two will be covered by the \$2,100.00.

**OLD BUSINESS**

Manager Oswalt stated that at the last meeting, there was an executive session held to discuss personnel matters, and they also discussed a potential real estate acquisition.

**COMMENTS FROM THE BOARD**

There were no comments from the Board.

**COMMENTS FROM THE PUBLIC**

There were no comments from the public.

**With no further business, Chairperson Stephen Stefanowicz concluded the Board of Supervisors meeting at 9:38 PM and the full Board of Supervisors entered an Executive**

**Session to discuss personnel matters.**

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