

**DOVER TOWNSHIP
BOARD OF SUPERVISORS
MEETING MINUTES
March 24th, 2025**

The Dover Township Board of Supervisors for Monday, March 24th, 2025, was called to order at 6:00 PM by Chairperson Stephen Stefanowicz in the Dover Township Community Building Banquet Room. Supervisors present were Michael Cashman, Robert Stone, and Stephen Parthree. Charles Richards was absent with prior notification. 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; Matthew Helwig, Assistant Public Works Director; Gregg Anderson, Northern Regional Police Lieutenant; and Brooke Scarce, Township Secretary. There were 11 members of the public present.

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

WORK SESSION

CONTINUATION OF THE DISCUSSION ON WATER REGULATIONS SECTION 3, 4, 5, AND 6

S. Stefanowicz stated that in section 2.1B there is a date referencing 2008 and questioned what that date exactly means.

C. Miller stated that he is not completely sure what the date means but said that when the previous Board passed the Ordinance, they allowed a way to carve out people prior to the Ordinance that did not want to be subject to the mandatory connection.

C. Hamme asked if that could be removed.

C. Miller stated that he has no issue removing that language because it does not serve a purpose anymore.

Manager Oswalt stated if the home is within 150 feet of a new line, property owners have been required to connect regardless of whether the home was there prior to September 2nd, 2008 due to the fact that a service line has been upgraded. The intent of the language was to carve out connections to lines that pre-existed the ordinance, but it has been misinterpreted to mean those property owners never have to connect. When a new water main is installed, so are new services lines. When these service lines are not connected by the property owners, they can be sources of future leaks. Alternatively, not installing the service line stubs, especially on a state road, will lead to greater costs to property owners when they need to connect.

T. Myers recommended adding strong language that is clear to decipher, stating that residents would only be required to connect if it a new line or an upsize of a line is installed.

C. Miller stated that the language will be cleared up.

T. Myers just wanted to verify that the Township would not be requiring residents to connect that are currently along an existing line.

C. Miller stated that if the Board has no further comments to address on this section, he recommended reading over the water and sewer sections 2.1 and coming to the next meeting prepared to discuss that specific topic which discusses mandatory connections.

The work session concluded at 6:11 PM and the Board of Supervisors continued with the regular business on the agenda.

APPROVAL OF THE REGULAR BOARD OF SUPERVISOR MINUTES FOR MARCH 10TH, 2025

Motion by M. Cashman and seconded by R. Stone to approve the Regular Board of Supervisor Minutes for March 10th, 2025, as presented. **Passed** with 4 ayes.

TREASURER'S REPORT

APPROVAL OF THE MARCH 14TH, 2025 WARRANT IN THE AMOUNT OF \$32,353.06 (2023 PLGIT)

APPROVAL OF THE MARCH 19TH, 2025 WARRANT IN THE AMOUNT OF \$24,154.05 (2022 WATER BOND)

APPROVAL OF THE MARCH 20TH, 2025 WARRANT IN THE AMOUNT OF \$2,280.00 (2023 BOND)

APPROVAL OF THE MARCH 20TH, 2025 WARRANT IN THE AMOUNT OF \$40,477.63 (LIQUID FUELS)

APPROVAL OF THE MARCH 24TH, 2025 WARRANT IN THE AMOUNT OF \$291,192.07

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

PUBLIC COMMENT

Mary Hamm from 1501 East Canal Road asked for a status update on the water line that will be installed on Canal Road up to Cardinal Lane.

J. McLucas stated that it is dependent on the warehouse project, and they have not heard any new updates.

M. Hamm questioned if residents between Canal Road and Cardinal Lane would be required to connect to the public water.

Manager Oswalt stated that presently if they are within 150 feet of the new water line they will be required to connect.

NORTHERN REGIONAL POLICE UPDATE

G. Anderson stated that one of the officers that was involved in the UPMC incident is back to work and the other officer has another 2-3 weeks of recovery before returning to work.

SOLICITOR'S REPORT, C. MILLER

C. Miller stated that he does not have any action items, but he did provide the Board with an updated report and can answer any questions if they have any.

ENGINEER'S REPORT, T. MYERS

T. Myers stated that he does not have any action items, but he did provide the Board with an updated report and can answer any questions if they have any.

PLANNING DIRECTOR'S REPORT, J. MCLUCAS

Approval of PL23-7 Dover Solar I- Preliminary Land Development Plan- Installation of Principle Solar Energy System (PSES)- Various Lands in Industrial, R1, & Ag District

J. McLucas stated that the Board approved the waiver requests on January 27th and the applicant is seeking preliminary approval. The Board was provided an updated review letter from CS Davidson dated March 20th, 2025.

Kyle Spayd from WSA stated that they have addressed all general comments and there are some administrative comments that have not been addressed yet which is typical.

T. Myers stated that during construction the Township is going to need a temporary easement and questioned if that is going to be an issue.

K. Spayd stated that he does not foresee that being an issue. They would just need to schedule a time when it would be convenient for everyone. He will also need to talk to Mr. Lamparter because he still had questions about whether the Township would be removing the existing sewer.

C. McCoy stated the following Zoning Ordinance comment is outstanding; An emergency development plan, consistent with the standard operating practices of the industry shall be developed by the PSES owner/operator and furnished to the Township, local fire company, and the York County Office of Emergency Management prior to the issuance of a building permit (§27-665a.2.J.3). He also said that the following subdivision and land development ordinance comments are still outstanding; 1. Name, address, seal, signature, and date of the Professional Engineer/Surveyor shall be added to the plan, certifying the accuracy. (§22-501.2.F), 2. The legal and/or equitable Owner's notarized signatures must be added to the plan certifying concurrence with the plan. (§22-501.2.H). He also stated that any outstanding Dover Township Public Works Water Department comments shall be addressed prior to final plan approval.

Motion by R. Stone and seconded by M. Cashman to approve PL23-7 Dover Solar I- Preliminary Land Development Plan- Installation of Principle Solar Energy System (PSES)-

Various Lands in Industrial, R1, & Ag District, with the following comments; subdivision and land development comments numbers 1 and 2, Zoning Ordinance comment number 1, and General comment 1, as presented. **Passed** with 4 ayes.

Discussion on Nonconformity Text Amendment

J. McLucas stated that within the last year he has had three Zoning Hearing cases on nonconformity. When the zoning ordinance was updated this section on non-conformities was not amended. There is a difference between nonconforming use and a structural nonconformity. This has been discussed with the Planning Commission, and they did not want to address any nonconformity uses but they did want to enable people to expand nonconforming structures a little bit easier, so the regulations were reworded a little bit with a figure put together by the Township Engineer. He is looking for a consensus from the Board and would like to bundle this text amendment with some other zoning updates in the future.

The consensus of the Board was that they were okay with the text amendment.

MANAGER'S REPORT, L. OSWALT

Recognition of the completion of the probationary period for Canaan Fletcher

Manger Oswald stated that this employee has completed their probationary period and is now eligible for the pension plan.

Manager Oswald took the time to thank Nathan Stone, IT Specialist and Judd Wolfe, Parks and Recreation Superintendent and his crew for putting in the extra time to prepare the room for the Township to have their public meetings at the Community Building. She also noted that the Fire Department will be holding a banquet on May 17th. She will send the link that was provided to her to any of the Board members that would like to attend.

Manager Oswald showed the Board renderings of the new Board room furniture. The last time she had showed the Board the renderings they did not like the height of the individual desk units because of how high the dividers were between the spaces. They cannot completely get rid of the dividers, but they were able to lower them. If the Board is not satisfied with this option, they will have to look at other options. The current desk option allows the desk to be moved easily and allows up to 15 people to sit at them, which would be beneficial for when the Board has the meetings with the Borough.

The consensus of the Board was to move forward with the updated renderings of the desks that are movable and have a lower divider.

PUBLIC WORKS DIRECTOR'S REPORT, C. HAMME

Approval to Advertise Bids for the Community Building Fabric and Painting

Approval to Advertise Bids for the Community Park ADA Path Paving

S. Stefanowicz expressed concerns about the impact on the building.

C. Hamme stated that the paving should only take up to a day or a day and a half.

Motion by R. Stone and seconded by S. Parthree to approve and advertise bids for the following; Community Building Fabric and Painting and Community Park ADA Path Paving, as presented. **Passed** with 4 ayes.

Approval of Payment Application No. 2 to E.K. Services in the amount of \$672,538.81 for the Carlisle Road Watermain Upgrade

Motion by R. Stone and seconded by M. Cashman to approve Payment Application No. 1 to E.K. Services in the amount of \$672,538.81 for the Carlisle Road Watermain Upgrade, as presented. **Passed** with 4 ayes.

Approval to Advertise the sale of the 2000 Pay Star International on MuniBid

Motion by R. Stone and seconded by S. Parthree to approve and advertise the 2000 Pay Star International on MuniBid, as presented. **Passed** with 4 ayes.

RECREATION DIRECTOR'S REPORT

Manager Oswalt stated that the Recreation Department received an Excellence in Recreation and Parks Award from the Pennsylvania Recreation and Parks Society (PRPS), for the Sensory Santa Event. The plaque will be hanging in the new building once the building addition has been completed.

Manager Oswalt stated that April is Easter month so the following events will be happening Easter weekend: April 18th- Adult Egg Hunt at Brookside and April 19th is BunnyFest at Brookside Park. There is also a food truck event that will be held on April 26th at Lehr Park.

MS4 UPDATE

C. Hamme stated that he, the Township Manager, and the Assistant Public Works Director attended training on the new MS4 Permit.

Manager Oswalt noted that the Township will get credit for being part of the consortium. The permit is switching from sediment control and pollution reduction to volume control. Instead of having to do a pollution reduction plan, we'll now have to do volume management plans.

MS4 Education Session with West Manchester, Manchester, and Dover Township on Tuesday, April 22nd, 2025, at 6:00 PM located at Manchester Township.

OLD BUSINESS

Discussion regarding Act 94 of 2024 which allows local government to raise the maximum compensation of Second- Class Township Supervisor's for any new term of office and allowing Supervisors to be eligible for healthcare.

R. Stone stated they should wait to have discussion on this topic until they have a full Board.

S. Stefanowicz stated that Supervisor Richards stated at the previous meeting that he was fine with the changes.

R. Stone stated that he would like to get an Ordinance created.

Manager Oswalt stated that to draft an Ordinance, we need direction on what should be included in the Ordinance whether that be just includes the increase of the compensation or also include the option for healthcare.

R. Stone questioned what other Townships do in this regard.

C. Miller stated that he has not worked with other Townships who have offered healthcare, but he has written Ordinances for other Townships to increase the compensation.

S. Parthree stated that he is in favor of raising the compensation for the Supervisors.

R. Stone stated that he is also in favor of raising the compensation but is in favor of offering healthcare to Supervisors as another benefit.

S. Stefanowicz stated that he agrees with Supervisor Stone and he thinks the compensation rate for the Zoning Hearing Board and Planning Commission should be raised as well. He believes the Sewer Authority should be provided with compensation as well.

Manager Oswalt stated that the Zoning Hearing Board and the Planning Commission are currently paid \$20 per meeting and are paid out at the end of year.

R. Stone stated that he would suggest that Supervisors not participate in the health plan in the same fashion as a Township employee.

After further discussion, the consensus of the Board was to table this agenda item and have a work session on this matter at a future meeting.

COMMENTS FROM THE BOARD

There were no comments from the Board.

COMMENTS FROM THE PUBLIC

Rick Wilson from 1612 East Canal Road questioned the proposed water line from the warehouse project.

C. Hamme stated that it is dependent on the warehouse project, and they have not heard any new updates at this time.

R. Wilson stated that if the tapping fee that is paid goes back to the Township or the company that is installing the line.

C. Hamme stated that the fees would be returned to the Water Fund budget.

R. Wilson questioned if there are any water reports on the public water.

Manager Oswalt stated that a Consumer Confidence Report is completed annually and can be found on the Township website.

R. Wilson stated that he is currently on well water and questioned if his water quality is better than the public water that is provided by the Township, whether he would be required to the connect.

C. Hamme stated that the Board will be discussing the mandatory connections section of the water and sewer regulations at the next meeting.

R. Wilson stated that right now 70% of Americans have less than \$1,000.00 in their savings account. He questioned what the penalty is if homeowners cannot afford this.

C. Hamme stated the County has funding programs that are available to help with the plumbing portion of connecting to the public water.

S. Stefanowicz stated that residents will be notified with plenty of time given prior to the need to make final connection.

C. Hamme stated that for the North of the Borough project, residents were notified in 2022 and received another letter in November of 2024 giving them 90 days to connect but he extended the requirement for another 90-day period.

M. Hamm questioned if the water extension is solely being installed for the development of the warehouse and the solar project.

C. Hamme stated that by extending the water line they would be looping together the current water lines provided better water quality for the residents and firefighting capabilities.

M. Hamm stated this an added expense for residents who may not have budgeted for it, especially for retired residents.

J. McLucas stated that from a planning perspective, the Township has anticipated water and sewer growing in that area since the 1970's.

With no further business, Chairperson Stephen Stefanowicz concluded the Board of Supervisors meeting at 7:07 PM.

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