

**DOVER TOWNSHIP
BOARD OF SUPERVISORS
MEETING MINUTES
May 12th , 2025**

The Dover Township Board of Supervisors for Monday, May 12th, 2025, was called to order at 6:00 PM by Vice Chairperson Robert Stone in the Dover Township Community Building Banquet Room. The Supervisors were Charles Richards, Michael Cashman, and Stephen Parthree. Stephen Stefanowicz was absent with prior notification. Other Township Representatives in attendance were Laurel Oswalt, Township Manager; Christian Miller, Township Solicitor; Christopher Hamme, Public Works Director; Terry Myers, Township Engineer; and Brooke Scarce, Township Secretary. There were 6 members of the public present.

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

APPROVAL OF THE REGULAR BOARD OF SUPERVISOR MINUTES FOR APRIL 28TH, 2025

Motion by S. Parthree and seconded by C. Richards to approve the Regular Board of Supervisor Minutes for April 14th, 2025, as presented. **Passed** with 4 ayes.

TREASURER'S REPORT

APPROVAL OF THE MAY 8TH, 2025 WARRANT IN THE AMOUNT OF \$9,804.06 (2022 WATER BOND)

APPROVAL OF THE MAY 8TH, 2025 WARRANT IN THE AMOUNT OF \$496.20 (EVP PH. II)

APPROVAL OF THE MAY 8TH, 2025 WARRANT IN THE AMOUNT OF \$50,585.75 (LIQUID FUELS)

APPROVAL OF THE MAY 8TH, 2025 WARRANT IN THE AMOUNT OF \$24,119.70 (2023 BOND)

APPROVAL OF THE MAY 12TH, 2025 WARRANT IN THE AMOUNT OF \$501,759.83

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

PUBLIC COMMENT

No comments were offered.

SOLICITOR'S REPORT, C. MILLER

C. Miller stated that he does not have any action items but provided the Board with a written report.

ENGINEER'S REPORT, T. MYERS**Approval of Invoice No. 2264 from Clearview Excavating in the amount of \$128,150.00 for the Piney Hollow Stream Restoration**

T. Myers noted that the approval amount on the agenda is incorrect, the amount of the agenda shows \$125,150.00 and the Board should be approving the amount in \$128,150.00. He stated that work has been substantially completed and a final application for payment was received by Clearview Excavating. The original contracted amount was \$128,000.00. For Bid item 1D there was an additional 45 LF of stream restoration that was completed for an additional \$7,650.00. However, \$7,500.00 is being retained to ensure stabilization of vegetation is achieved.

Manager Oswalt stated that there were damages to the stream due to Hurricane Ida. The Township received Federal funding to restore the stream. The storm happened in 2021, and the project was bid in 2022. The bulk of the project must be paid before the end of the month.

Motion by S. Parthree and seconded by M. Cashman to approve Invoice No. 2264 from Clearview Excavating in the amount of \$128,150.00 for the Piney Hollow Stream Restoration, as presented. **Passed** with 4 ayes.

T. Myers noted that he provided the Board with an updated drawing of the roundabout and TPD made the submittal to the PennDOT for their comments.

Manager Oswalt stated that TPD submitted the line and grade plan. It is not the formal submittal for permit.

R. Stone questioned how long it will take for PennDOT to submit their comments.

T. Myers stated that PennDOT would have the drawings for about a month before scheduling a sit down meeting to go over their comments.

T. Myers noted that the contractor for the Creekside Village was on site to regrade and hydroseed the basin. They also have to reseal the driveway, as well as resolve the damage they did to the street. Hopefully this project will be wrapped up in the near future.

MANAGER'S REPORT, L. OSWALT**Approval of the following Payment Applications for the Dover Township Building Addition Project:**

MidState Mechanical and Electrical- Mechanical Contract Application No. 1 in the amount of \$16,498.80

MidState Mechanical and Electrical- Electrical Contract Application No. 1 in the amount of \$98,751.24

Motion by C. Richards and seconded by S. Parthree to approve the following payment applications; Payment Application No. 1 to Midstate Mechanical and Electrical for the

Mechanical Contract and Payment Application No. 1 to Midstate Mechanical and Electrical for the Electrical Contract, as presented. **Passed** with 4 ayes.

Manager Oswalt noted that a video was created and posted on YouTube and Savvy Citizen on how to access the building. She and the Technology Specialist are working on another video which will cover the demolition of the building. They plan to continue making videos throughout the project to update the public.

PUBLIC WORKS DIRECTOR'S REPORT, C. HAMME

Acknowledgement of the correction to the 2025 Seal Coating bid to Midland Asphalt Materials, Inc. in the amount of \$121,649.62

C. Hamme stated that no action is required. However, last month the Board approved the incorrect amount because he forgot to include the mobilization and demobilization costs of the project. Midland Asphalt Materials, Inc. is still the lowest bidder.

Approval of Change Order No. 1 to E.K. Services Inc., in the amount of \$1,093.14 for the Route 74 Water Main Replacement

C. Hamme stated there was a lateral service that was not marked. However, the service that was not marked will not be required to connect due to being more than 150 feet from the centerline.

Motion by S. Parthree and seconded by M. Cashman to approve Change Order No. 1 to E.K. Services in the amount of \$1,093.14 for the Route 74 Water Main Replacement, as presented. **Passed** with 4 ayes.

Approval to Advertise the 2000 Pay Star International on Municibid

C. Hamme stated originally the highest bidder back out of the sale, but the highest bidder contacted him today and said they now want the vehicle. It will be on the Board's agenda next month to approve the highest bidder.

MS4 UPDATE

C. Hamme stated that the Assistant Public Works Director is scanning files so they can start completing BMP Inspections. Instead of trying to read the papers in the field, he is scanning them so the information can be readily available from the tablet.

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 that he would like to get this item off the agenda. The hold up has been the

discussion about healthcare. He suggested omitting the healthcare portion now and coming to a decision on compensation for the upcoming Board of Supervisors and the members on the following Boards: Zoning Hearing, Planning Commission, and Sewer Authority.

Manager Oswalt stated that the Board of Supervisors' compensation would require an Ordinance revision. The Ordinance would have to be advertised and then the Board could act on it. She questioned when the increase would go in effect for the Boards.

R. Stone stated that his understanding was when new people are elected. The only exception would be if there was a Supervisor on that Board, they would not be eligible for the \$50.00 per meeting.

R. Stone stated that he would like an Ordinance to be advertised for the Supervisors, which would include a new compensation rate set by the legislature for newly elected officials.

Manager Oswalt would also like the Ordinance to include that this Ordinance reflects the compensation be changed for newly elected officials when the compensation is updated by the legislature.

Motion by S. Parthree and seconded by M. Cashman to advertise the Ordinance for the Board of Supervisors compensation rate set by the legislature and update when it's changed by the legislature, as presented. **Passed** with 4 ayes.

R. Stone would also like to discuss per diem for the Zoning Hearing Board, Planning Commission, and Sewer Authority. He would like to pay each member \$50.00.

Manager Oswalt stated that the current committee members for the Zoning Hearing Board and Planning Commission are paid \$20.00 per meeting and then are paid out at the end of the year.

R. Stone stated that it would exclude the Board members that serve on that committee.

T. Myers questioned if the alternates would get paid.

Manager Oswalt stated that if an alternate is filling in for a missing member, they would be granted the compensation for that meeting; she is unclear whether they are compensated otherwise.

R. Stone stated that he would also like the alternates to be paid for attending the meetings even if they are not a voting member.

Motion by S. Parthree and seconded by C. Richards to create a Resolution for the Zoning Hearing Board, Planning Commission, and Sewer Authority increasing their per diem to \$50.00 per meeting and include the alternates who attend the meeting to be paid, as presented. **Passed** with 4 ayes.

Discussion of Water and Sewer Regulations Section 2.1- Mandatory Connections- **No Update**

COMMENTS FROM THE BOARD

C. Richards stated that the burn ban and the mandatory water restriction have been lifted.

COMMENTS FROM THE PUBLIC

Steven Sprott from 1141 East Canal Road questioned what are warrants.

Manager Oswalt stated that warrants are just another term for bills.

With no further business, Vice Chairperson Robert Stone concluded the Board of Supervisors meeting at 6:22 PM.

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