

**DOVER TOWNSHIP
BOARD OF SUPERVISORS
MEETING MINUTES
May 27th, 2025**

The Dover Township Board of Supervisors for Monday, May 27th, 2025, was called to order at 6:00 PM by Chairperson Stephen Stefanowicz in the Dover Township Community Building Banquet Room. The Supervisors were Charles Richards, Michael Cashman, Robert Stone, and Stephen Parthree. Other Township Representatives in attendance were Laurel Oswalt, Township Manager; John McLucas, Director of Planning; Cory Dillinger, Township Solicitor; Christopher Hamme, Public Works Director; Cory McCoy, Township Engineer, Gregg Anderson, Northern Regional Police Lieutenant; and Brooke Scarce, Township Secretary. There were 5 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 MAY 12TH, 2025

Motion by M. Cashman and seconded by C. Richards to approve the Regular Board of Supervisor Minutes for May 12th, 2025, as presented. **Passed** with 5 ayes.

TREASURER'S REPORT

**APPROVAL OF THE MAY 15TH, 2025 WARRANT IN THE AMOUNT OF \$171,214.87
APPROVAL OF THE MAY 15TH, 2025 WARRANT IN THE AMOUNT OF \$115,250.04
(2023 BOND)**

**APPROVAL OF THE MAY 23RD, 2025 WARRANT IN THE AMOUNT OF \$1,402.00
(2023 BOND)**

**APPROVAL OF THE MAY 23RD, 2025 WARRANT IN THE AMOUNT OF \$24,849.13
(2022 BOND)**

**APPROVAL OF THE MAY 23RD, 2025 WARRANT IN THE AMOUNT OF \$1,200.00
(LIQUID FUELS)**

APPROVAL OF THE MAY 27TH, 2025 WARRANT IN THE AMOUNT OF \$374,433.39

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

PUBLIC COMMENT

Wanda Stover from 1280 Butter Road questioned what steps will be taken to slow the traffic down on Butter Road once the widening project is completed. There was a traffic study completed which stated that the speed could not be reduced but there was discussion about adding speed humps.

C. Hamme stated that speed tables cannot be added to a road that is set at 35 miles per hour.

W. Stover stated that she has driven in other municipalities where there are speed humps on roads that are 35 miles per hour.

S. Stefanowicz stated that the first step is to finish the project and then the situation can be looked to determine if anything else needs done.

NORTHERN REGIONAL POLICE UPDATE

G. Anderson stated there was a barricaded gunman last night on Wyatt Circle. Due to Monday being a holiday, the QRT was still able to be on scene within 30 to 45 minutes to help de-escalate the scene and there were 35 to 40 guys at Brookside Park. QRT is constantly training and helps train Northern Regional's patrol officers as well. Next weekend is the Street Rod event so police officers will be busy that weekend.

SOLICITOR'S REPORT, C. DILLINGER

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

ENGINEERS REPORT, C. MCCOY

Butter Road Widening project – award of contract to Kinsley Construction at low bid price of \$87,900.00

C. McCoy stated that bids were opened on May 21st. Kinsley Construction was the lowest bidder at \$87,900.00, which is under their engineering estimate of \$98,000.00. Contact was made with Curtis Lamparter to discuss an easement that needs to be obtained. After discussion with the property owner, it was discovered that additional right of way needs to be obtained for the roadway widening. They have updated the easement exhibits and are currently working on an appraisal. He recommended that the Board award the contract to Kinsley Construction contingent upon obtaining necessary permanent easement.

Motion by R. Stone and seconded by M. Cashman to conditionally approve the Butter Road Widening Project and award the contract to Kinsley Construction in the amount of \$87,900.00 contingent upon obtaining necessary permanent easement, as presented. **Passed** with 5 ayes.

PLANNING DIRECTOR'S REPORT, J. MCLUCAS

PL 24-6 – Dover Highlands Phase 3 Preliminary Land Development – 68 Apartment Multi-Family Development – R4 District

J. McLucas stated that CS Davidson provided a letter dated May 21, 2025, with outstanding items.

Stacy MacNeal from Barley Snyder stated that this is a Preliminary Land Development Plan. There will be 6 buildings with a total of 68 units. The developer will be extending Intermediate

Avenue up to the property line. There was discussion with the Planning Commission about scheduling, and it looks like they will be running parallel with the timing of the Township's Project. There are three waiver requests which are as follows; 1.§22-704.A-To allow for a minimum cartway width of 30' (w/4' shoulders -both sides) for Intermediate Avenue, 2.§22-710.1-To not be required to install sidewalks along Intermediate Avenue, and 3.§22-711.1-To not be required to install curb along Intermediate Avenue. These waivers will allow for the walking path, street width, and the curbing to stay consistent with Phases I and II. They are continuing to work through stormwater comments between now and the final plan submission. Coordination with CS Davidson is underway to see how much additional stormwater they can take from the Township portion of the project onto their site. They also have designated areas that are preserved for potential future land swaps, if that's what ends up happening with the adjoining property owners.

S. Stefanowicz questioned if they are looking for approval tonight.

J. McLucas confirmed that was the intent. The biggest concern from his end was finalizing the land swap and trying to accommodate additional stormwater runoff. He does not have any objection to the preliminary plan.

Motion by M. Cashman and seconded by C. Richards to the approve the following waiver requests; 1.§22-704.A-To allow for a minimum cartway width of 30' (w/4' shoulders -both sides) for Intermediate Avenue, 2.§22-710.1-To not be required to install sidewalks along Intermediate Avenue, and 3.§22-711.1-To not be required to install curb along Intermediate Avenue , as presented. **Passed** with 5 ayes.

C. McCoy stated that the following subdivision and land development ordinance comments are still outstanding; 1. Stormwater Management approval shall be received from the Township Engineer prior to unconditional approval of the plans. (§22-602.3, 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. Verification shall be provided indicating that the Erosion and Sedimentation control plan was approved by the York County Conservation District (§22-602.4}, and 6. Any comments from the Public Works Director and Fire Marshall shall be addressed prior to final plan approval. Under general comments the following comment is still outstanding; 1. As discussed, a slight increase in impervious area is anticipated with the Harmony Grove Road and Carlisle Road Intersection project. We request that the stormwater management design incorporate these flows. Further information will be provided, 2. The Temporary Cul-de-sac Paving Detail on sheet C-16 shall be revised to reflect the minimum Township Road paving standards. {8"-3A Modified, 3" 25mm Base, 2" 19mm Binder, 1.5" 9.5mm Wrg.), 3. Provide a drop connection detail for the sanitary sewer connection to MH A1A. (attached), and 4. Label the manhole numbers upstream of MH-A1A on the plans and within the profile.

Motion by M. Cashman and seconded by C. Richards to approve PL 24-6 – Dover Highlands Phase 3 Preliminary Land Development – 68 Apartment Multi-Family Development – R4 District with SALDO comments 1-6 and General Comments 1-4 still outstanding, as presented. **Passed** with 5 ayes.

C. Richards stated that the emergency entrance is being used a street throughfare.

C. McCoy stated that it was brought to their attention a few weeks ago.

C. Hamme stated it was previously the Borough's access to a well.

S. MacNeal stated that she was not aware of this situation but will make sure the matter is addressed.

PL 23-9 – 5061 Carlisle Road P/F Land Development Plan & Lot Line Amendment – Boat/RV Storage & Self Storage Facility – Business Park District

J. McLucas stated that the Board conditionally approved this on May 28th, 2024. There were changes to the partnership associated with the plan. The outstanding items at that time have now been addressed. The biggest outstanding item was supplying a bond. They have supplied the bond and the financial security agreement. He is asking that the Board reapprove the plan and then sign it at the end of the meeting.

R. Stone questioned whether all the Subdivision and Land Development comments have been addressed.

J. McLucas stated that CS Davidson provided a letter dated May 21, 2025, with the following Subdivision and Land Development comments; 1. Prior to final plan approval, a disk in an electronic format compatible with the Township GIS system, should be provided. (§ 22-501.2. A), 2. Name, address, seal, signature, and date of the Professional Engineer/Surveyor shall be added to the plan, certifying the accuracy. (§22-501.2. F), 3. The legal and/or equitable Owner's notarized signatures must be added to the plan certifying concurrence with the plan. (§22-501.2.H), 4. The applicant shall address all outstanding comments made by the Fire Marshall, 5. The applicant shall address all outstanding comments made by the Public Works Director. He stated that comments 2, 3 and 5 have been addressed and comments 1 and 4 are still outstanding.

Motion by R. Stone and seconded by M. Cashman to reapprove PL 23-9 – 5061 Carlisle Road P/F Land Development Plan & Lot Line Amendment – Boat/RV Storage & Self Storage Facility – Business Park District with SALDO comments 1 and 4 still outstanding, as presented. **Passed** with 5 ayes.

Grandview Sign Easement Agreement

J. McLucas stated a community sign will be placed on the Grandview Golf Course. They have reviewed it and indicated that they are okay with the agreement, but they have not signed it yet. He is asking that the Board approves the easement agreement.

Motion by C. Richards and seconded by S. Parthree to approve and sign the Grandview Sign Easement Agreement, as presented. **Passed** with 5 ayes.

Sign NYCRPD Plan

J. McLucas stated that no formal action is needed. Last month, the Board conditionally approved the Northern Regional Subdivision plan, and they have addressed their outstanding items, and he has the plans with him tonight for the Board to sign.

J. McLucas noted that Tina Wagner, Planning Assistant, has received her BCO (Building Code Official) certification.

MANAGER'S REPORT, L. OSWALT

Approval of the following Payment Applications for the Dover Township Building Addition Project:

ECI Construction, LLC (General)- Payment Application No. 1 in the amount of \$238,682.56

ECI Construction, LLC (General)- Payment Application No. 2 in the amount of \$58,446.54

Garden Spot Mechanical (Plumbing)- Payment Application No. 1 in the amount of \$15,984.00

Midstate Mechanical & Electrical (Mechanical)- Payment Application No. 2 in the amount of \$5,913.00

Midstate Mechanical & Electrical (Electrical)- Payment Application No. 2 in the amount of \$58,528.44

Motion by R. Stone and seconded by M. Cashman to approve all of the Payment Applications listed above, as presented. **Passed** with 5 ayes.

Manager Oswalt noted that the contractors are almost done with demolition, and they are planning to start digging the foundation as well as the elevator shaft next week. However, when they exposed the area where the new elevator shaft is to be located, it was discovered that the corner where it's supposed to be going has significant concrete that is rather deep. They will be consulting with CS Davidson's structural department on that issue to get answers for the contractors.

Approval of Resolution No. 2025-12 making application to the DCED Greenways, Trails, and Recreation Program Grant for Phase III of Eagle View Park

Motion by S. Parthree and seconded by R. Stone to approve Resolution No. 2025-12 making application to the DCED Greenways, Trails, and Recreation Program Grant for Phase III of Eagle View Park, as presented. **Passed** with 5 ayes.

Approval of Resolution No. 2025-13 setting a per meeting stipend for Planning Commission, Zoning Hearing Board, and Sewer Authority Members/ Alternates at \$50.00 per meeting

Motion by R. Stone and seconded by M. Cashman to approve Resolution No. 2025-13 setting a per meeting stipend for Planning Commission, Zoning Hearing Board, and Sewer Authority Members/ Alternates at \$50.00 per meeting, as presented. **Passed** with 5 ayes.

PUBLIC WORKS DIRECTOR'S REPORT, C. HAMME

Approval of Payment Application No. 4 to E.K. Services for the Route 74 Water Main Replacement in the amount of \$490,590.05

Motion by R. Stone and seconded by M. Cashman to approve Payment Application No. 4 to E.K. Services for the Route 74 Water Main Replacement in the amount of \$490,590.05, as presented. **Passed** with 5 ayes.

S. Stefanowicz questioned when the contractors will be bringing the surface to a drivable condition.

C. Hamme stated that the contractors were out on Friday per PennDOT to repair their patch work. The road will receive a total overlay by the end of next month.

Approval of the sale of the 2000 Pay Star International to the highest bidder from MunicBid

Motion by M. Cashman and seconded by R. Stone to approve the sale of the 2000 Pay Star International to the highest bidder from MunicBid, as presented. **Passed** with 5 ayes.

Approval of Buchart Horn to design, bid, and provide construction services for PFAS Treatment on Well 9 (Grenway Road) in the amount of \$102,500.00

C. Hamme stated the federal government is keeping the regulations in place and extending the timeframe to comply.

Motion by R. Stone and seconded by M. Cashman to approve Buchart Horn to design, bid, and provide construction services for PFAS Treatment on Well 9 (Grenway Road) in the amount of \$102,500.00, as presented. **Passed** with 5 ayes.

RECREATION DIRECTOR'S REPORT

Manager Oswalt stated the following upcoming events; June 6th- Kickoff to Summer Party at Lehr Park from 5-9 PM, June 13th- Take Me Fishing at Pinchot Park, June 14th- Dover Dough's Card and Collections Show at the Community Building from 8am-2pm, and June 16th-August 8th will be Summer Playground.

MS4 UPDATE

There were no MS4 updates.

OLD BUSINESS

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

COMMENTS FROM THE BOARD

C. Richards thanked everyone who attended last night's incident at Wyatt Circle. There were multiple fire departments who were on standby.

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 6:38 PM.

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