

**DOVER TOWNSHIP  
BOARD OF SUPERVISORS/ BOROUGH COUNCIL  
MEETING MINUTES  
August 11<sup>th</sup>, 2025**

The Dover Township Board of Supervisors' Dover Borough Council Meeting for Monday, August 11<sup>th</sup>, 2025, was called to order at 6:00 PM by Chairperson Stephen Stefanowicz and Council President Joseph Sabold in the Dover Township Board of Supervisors meeting room. Supervisors' present were Charles Richards, Michael Cashman, and Stephen Parthree. Robert Stone was absent with prior notification. Other Township Representatives in attendance were Laurel Oswalt, Township Manager; Kristina Rodger, Assistant Township Manager; Christopher Hamme, Township Public Works Director; Matthew Helwig, Assistant Public Works Director; John McLucas, Planning Director; Chalet Harris, Recreation Director; Christian Miller; Township Solicitor, Justin Eberly, Emergency Services Coordinator; and Brooke Scearce, Township Secretary. Borough Representatives present were Vice-President Lori Koch; Cynthia Snyder, Councilwoman; Paul Neiman, Councilman; Brenda Plowman, Borough Secretary/Treasurer; Brittany Reed, Zoning Officer; and Andrew Herrold, Borough Solicitor. There were 3 members of the public present.

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

At the request of Chairman Stefanowicz, introductions were made of all Borough and Township representatives in attendance.

**APPROVAL OF THE REGULAR BOARD OF SUPERVISOR MINUTES FOR JULY 28<sup>TH</sup>, 2025**

**Motion** by S. Parthree and seconded by C. Richards to approve the Regular Board of Supervisor Minutes from July 23<sup>rd</sup>, 2025, as presented. **Passed** with 4 ayes.

**TREASURER'S REPORT OF CURRENT EXPENDITURES**

**APPROVAL OF THE AUGUST 1<sup>ST</sup>, 2025 WARRANT IN THE AMOUNT OF \$349,236.29 (2023 BOND)**

**APPROVAL OF THE AUGUST 8<sup>TH</sup>, 2025 WARRANT IN THE AMOUNT OF \$1,581.85 (LIQUID FUELS)**

**APPROVAL OF THE AUGUST 11<sup>TH</sup>, 2025 WARRANT IN THE AMOUNT OF \$1,356,310.93**

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

**PUBLIC COMMENT**

No comments were offered.

**RECREATION DIRECTOR'S REPORT**

**Review the Draft Joint Peer to Peer Grant Progress and Potential Joint Recreation**

C. Harris stated that the goal of this grant is based on the Joint Recreation and Open Space Plan which would have participation from the Borough, the Township, and the School District. There has been communication with the school district; however, they have been going through a lot of staff change over the last year. The Superintendent and Athletic Director show interest in working together but at the time the Superintendent was the Acting Superintendent and did not want to make that decision. The Superintendent position has been filled, and they are now waiting to hire an Assistant Superintendent before making any final decisions. A steering committee was created and is made up of officials and residents of both the Borough and the Township. The steering committee went through a SWOT analysis and discussed the following topics: benefits of regionalization, detriments of regionalization, and how regionalization could impact students in school. Another part of the recreation goals is to formalize working together with the youth sports programs. There was a meeting last September with youth sports and one of the biggest challenges they expressed was advertising. Being able to promote youth sports through school is something everyone could benefit from. The school is currently not allowing youth sports to advertise their programs through them. There was also discussion about an Intergovernmental Agreement in which everyone would work under the new name Dover Area Parks and Recreation. A survey went out in 2023 and one of the questions was if the community would support the Borough, the Township and the school district working together on recreation. Based on that survey 96% of the people who answered the survey wanted to see the entities working together. Another option is a memorandum of understanding which would allow for the use of school facilities for community recreation events. The draft agreement lists the Borough, the Township, and the School District as participants. The agreement also talks about creating a Dover Area Recreation Board which would consist of seven members. It also states that all participants would make their real property available without charge, but custodial services would not be included. There was also discussion about an Intergovernmental Agreement in which everyone would work under the new name Dover Area Parks and Recreation. A survey went out in 2023 and one of the questions was if the community would support the Borough, the Township and the school district working together on recreation. Based on that survey 96% of the people who answered the survey wanted to see the entities working together. The draft agreement lists the Borough, the Township, and the School District as participants. The agreement also talks about creating a Dover Area Recreation Board which would consist of seven members. It also states that all participants would make their real property available without charge, but custodial services would not be included. The agreement would require Dover Area Parks & Recreation to pay the school district per person for the programs conducted at their facilities. Another option is a memorandum of understanding which would allow for the use of school facilities for community recreation events. A goal is for Dover Area Parks & Recreation to be reclassified in the Dover School District behind school specific activities. The plan would also allow Dover Recreation to provide building supervisor with joint training so both parties' needs are met. The rental fees would also be waived. The recreation responsibilities based on the MOU would be to pay the school district annually for actual building supervision provided by the school when recreation cannot provide a building supervisor it would also prioritize the school's facilities. She has asked the Borough and the Township to review the agreement.

C. Snyder questioned when Ms. Harris would like the agreement implemented.

C. Harris stated the sooner the better. The Township is working on their 2026 budget now. It would be nice to have the agreement start being implemented in January of 2026.

Manager Oswalt stated that the Township has their budget placed for advertisement by the end of October for adoption in November. She stated that having some sort of consensus by early October would be beneficial if they want to start implementing the agreement in 2026.

S. Stefanowicz questioned when the next meeting with the Borough and Township will be held. Manager Oswalt stated that we meet twice a year, once in February and once in August.

C. Harris recommended that the Borough and Township review the agreement with their Board and provide her with any comments or questions they may have.

J. Sabold stated that the Borough will review the agreement at their September meeting. They will also have their Solicitor review the agreement as well.

### **TOWNSHIP PLANNING DIRECTOR'S REPORT**

J. McLucas stated that he does not have any new updates, but he did provide an updated report.

### **TOWNSHIP MANAGER'S REPORT**

Manager Oswalt stated that she provided a report but does not have any action items. She noted that this fall she has intentions to reach out to the school district's Superintendent since that position has been filled. She will also be reaching out to the CTE Director since that position has been filled as well. The intent is to begin holding meetings again on items outlined in the Comprehensive Plan. She mentioned that Justin Eberly is the new Emergency Services Coordinator. He will be working on the quarterly meetings that the joint comprehensive plan calls for with emergency services.

### **TOWNSHIP PUBLIC WORKS DIRECTOR'S REPORT**

C. Hamme stated that he provided an updated report of all the projects that are complete within the Township and all projects that could affect the Borough. He noted that the East Canal Road stormwater project is currently out for bid. The bid closes on September 17<sup>th</sup> and the work is to be completed by December 31<sup>st</sup>.

C. Snyder questioned where the widening is happening on Butter Road.

C. Hamme stated that the work is happening between the 1200 block of Butter Road.

J. Sabold questioned what the timeline is for the bridge project happening on Carlisle Road.

C. Hamme stated that the project is starting this fall, and the bridge will be out of commission until fall of 2027 according to PennDOT. They will start on that project once they have

completed the bridge project on Harmony Grove Road.

### **Discuss the Options for the Dover Borough Water System**

J. Sabold stated that the Borough initially had six wells and over the years they have lost five, so they are only down to one working well. The Township has been supplying the Borough with water. They are now at a point where they need to start discussing the different options which are; purchasing more water from the Township or investigate purchasing water from York Water.

C. Hamme questioned if they would like to stop operating the system entirely or just the water production portion. The Township can provide the Borough with the water they need.

J. Sabold stated that York Water is willing to take over the water supply and the services.

C. Hamme had technical questions, but Attorney Miller stated that he should ask those questions to the Borough's Public Works Department because they would better be able to answer the questions he may have.

S. Stefanowicz questioned if there are any concerns about the PUC.

Manager Oswald stated the PUC would be a consideration if the Township also takes over the services.

C. Miller stated that bulk sales of water would not be an issue with the PUC.

C. Snyder questioned if their water system would operate as normal and continue taking care of the services but just purchase more water.

C. Hamme stated the amount of water currently being used may have to be adjusted in the agreement.

S. Stefanowicz questioned if they have a connection with York Water.

Manager Oswald stated that they do not currently have a connection with York Water. The Township would have to grant permission to York Water to bring a water main through the Township to get to the Borough.

S. Stefanowicz stated that the Township controls cost and provides better quality water than York Water.

C. Snyder questioned why the Township does not like dealing with York Water.

C. Hamme stated that they need to receive reports from York Water so the Township can do their reports for DEP and the reports are always delayed.

C. Snyder stated that York Water made a presentation for the council, however, after the presentation she asked what negative feedback they receive from municipalities that they provide water to. One of the negative things they hear is how the rates are always increasing and just pushed onto the purchasing municipalities.

Manager Oswalt stated this is very difficult for planning and budgeting purposes.

C. Harris stated that she is a York Water customer, and she compared her bill with the Township water rates and she is paying twice as much versus Township residents who are water customers.

C. Snyder stated that she is adamant on the decision on this issue not be a one that the Council is not going to regret.

Duane Hull from 2220 Locust Road stated that right now, the only connection is located near Park Street. If the Borough decides to choose the Township, there is always the possibility that another connection could be made somewhere else. He questioned if the Borough would shut down their only working well.

J. Sabold stated that they would continue to use the well until it is no longer viable.

M. Cashman questioned if the Township would bill the Borough residents directly.

C. Hamme stated that he is thinking the Township would continue to sell them bulk water. The Township would continue to bill the Borough as they are, which is on a monthly basis. He is hoping that by the next joint meeting in February, the Township will have another well online.

Manager Oswalt stated the Township would like to lessen their dependence on York Water. We can produce water much cheaper than they can provide it to us. Prices are raised, sometimes more than once a year, adversely impacting budget. With the Township's growth, it doesn't make sense for us to continue paying someone else for water when we can find it on our own within the Township.

#### **COMMENTS FROM THE PUBLIC**

There were no comments from the public.

#### **COMMENTS FROM THE COUNCIL**

C. Snyder would like to thank the Township for helping the Borough find a water leak.

#### **COMMENTS FROM THE BOARD**

S. Stefanowicz stated that he attended a round-table discussion that was held by Senator Dawn Keefer. There were representatives from other surrounding municipalities. They discussed multiple different topics but one the biggest items they discussed was warehouses and ordinances

for data centers. They are in the process of getting model ordinances created for municipalities.

A. Herrold stated that one model ordinance was made available today through the York County Planning Commission.

S. Stefanowicz stated that there is a lot of concern about the data centers. One of the biggest concerns is noise. Another big topic that was discussed was volunteer fire and EMS. The state is looking at how to keep the volunteer system working well without getting into 100% paid firefighters.

Manager Oswalt stated that another round table discussion will be held on August 28<sup>th</sup> at the Dover Township Volunteer Fire Department.

S. Stefanowicz stated that there was also discussion about Boroughs potentially becoming a thing of the past due to having to continue to raise their taxes each year. During this discussion it was also noted that some Boroughs want to operate their own police department but need to consider regionalization due to cost. It was noted that while the Borough and Township work together on more items, operating as one entity may be something to consider. Chairman Stefanowicz noted he believed that both communities elected board operate prudently.

P. Neiman questioned if the Township could hire five of their own cops and operate their own police department based on the money that is spent yearly on Northern Regional.

Manager Oswalt stated that the Township would need more than five police officers.

C. Richards stated that when he first became a Board member, that was a topic that was discussed, and it was very expensive to own and operate a Township police department.

M. Cashman stated that the Borough is paying the same dollar per call as the Township.

P. Neiman stated that the Borough only pays Northern Regional \$600,000 a year.

S. Parthree stated that West York Borough has their own police department, and they have a budget of \$2 million and that is just for the West York Borough area.

M. Cashman stated that the resources available by regionalizing only allow the department to provide higher quality police service. The operating standards that Northern Regional has in place are incredible. There are a total of 13 municipalities that pay for Northern Regional's services. There are other regionalized police departments in Pennsylvania that have formed using Northern Regional as their model. The Chief of Northern Regional has just been elected as the President of the Pennsylvania Chiefs Association. He does not think we would get the same value independently. If municipalities do not have the budget to regionalize, they do have the options to select the Pennsylvania State Police.

**With no further business, Chairman Stephen Stefanowicz and President Joseph Sabold concluded the Board of Supervisors/ Borough Council meeting at 7:07 PM and the Dover Township Full Board of Supervisors entered an executive session to discuss personnel matters.**

Respectfully submitted by: Brooke M. Scarce

Brooke M. Scarce, Township Secretary