

MINUTES

A joint meeting of Dover Borough Council and Dover Township Supervisors was held at Dover Township, 2480 W. Canal Road on Monday, February 13, 2023 at 6:30 pm. Borough Representatives present were President Andrew Kroft, Vice-President Joseph Sabold, Council members Lori Koch, Jeff Raffensberger, Tom Slusser and Cynthia Snyder, Borough Secretary Brenda Plowman, Georgia Sprenkel Zoning Officer and Borough Solicitor Andrew Herrold. Dover Township members present were Chairman Stephen Stefanowicz, Supervisor's Stephen Parthre, Charles Richards, Robert Stone Vice-Chair and Michael Cashman. Other Township Representatives in attendance were Charles Rausch Township Solicitor, Township Manager Laurel Oswalt, Brooke Searce Township Secretary, Township Public Works Director Michael Fleming, Recreation Director Chalet Harris, Planning Director John McLucas and Anne Yost with YSM. Chairman Stephen Stefanowicz called the meeting to order followed by the Pledge of Allegiance.

Dover Township approved their meeting minutes and Treasurer's reports.

Public Comment – None

2020 JOINT COMPREHENSIVE PLAN

1) Joint Open Space Recreation Presentation

Anne Yost from YSM gave a presentation of the Joint Recreation Plan that is being worked on. Sue Landis is also involved with the plan but was not present. Ms. Yost has been working for about a year with representatives of the Township and the Borough to develop the Joint Comprehensive Open Space Recreation Plan. They started with the question, Why do this plan? Recreation has an impact on the health and well-being of the residents. This is a way to make sure there is access to parks, recreation programs and facilities. There was public engagement through committee meetings, surveys, interviews, and public meetings. The online survey found people wanting trails, outdoor relaxation and time with friends and family. The priorities for park and recreation for the Dover area were taking care of what you already have, conserving open space and natural resources; developing walking, biking connections; and rehabilitating older parks. There was a question of How important is it to add facilities. The top answers were restrooms, walking paths and trails, trees, sitting area, fully accessible all abilities playgrounds, furnishings, youth/tot lots and nature trails. The committee formed a mission statement as follows, We promote health and well-being, build community pride, and provide enjoyment for all Dover residents through memorable parks and recreation experiences. The vision statement is, Dover's exceptional parks and recreation system connects people to each other, to enriching experiences, and to the outdoors. Some of the key issues are merging youth sports, partnerships, better coordination of volunteers, developing a revenue source in order to add additional staff, lack of recreation programs for all ages, lack of indoor programming space, invest in older facilities, acquire more parkland, access to school recreation facilities, lack of trails and public access to streams.

Ms. Yost explained the plan has 6 goals of recommendations for the future of Dover area parks and recreation.

Goal 1 - **Renew and Invest.** Possible modifications to the large room at the Community Building by adding a partition, continue work at Eagle View Park. Terra Vista Park is a good location for a youth football program. Rehabilitate Mayfield Park and improve all existing parks. Acquire the Sewer Authority land in the northern part of the Township as a community park. This is 32 acres and could have direct access to the Conewago Creek.

Goal 2 - **Recreation for all.** Remove barriers and have accessibility for all persons.

Goal 3 - **Recreation Program Expansion.** Diversify the recreation programming. Create new staff positions which would require a development of a revenue plan.

Goal 4 - **Relation and Capacity Building.** Develop a formal joint partnership between Dover Borough and Dover Township. Adopt a memorandum with Dover School District for use of facilities. Apply for a DCNR Peer to Peer grant, adopt agreements with the sports organizations, partnership with health care, seek outside funding and develop a volunteer program.

Goal 5 – Identity and Awareness. Inform the public and expand participation, implement inexpensive marketing tools and upgrade website.

Goal 6 – Connected Community. Connect Dover area through Greenways and trails. Work with willing landowners and HOA's to develop and connect public trails and hub trails. Trails get a lot of use and add value to the community.

Lehr Unity Park trail is .71 of a mile. This park currently houses the summer playground program.

Terra Vista Park trail is .68 of a mile. Connecting these two trails would be 1.47 miles. This park could be developed for football, baseball, three basketball courts and six pickle ball courts. The plan would recommend a pavilion, concession and restroom building.

Ketterman Park trail is .47 of a mile. Ketterman is already a nice park. Some upgrades and additions were suggested. A restroom would be proposed in the area of the swing sets by the parking area. The playground area would get moved and segregated by age. A tot lot playground would be for ages 2-5 and playground area for youth ages 5-12. Since there is room to expand the walking trail, it is suggested to widen it from 5' wide to 8' wide. The plan would also recommend a small pavilion, more seating and a fitness station.

A question was raised about having trails connect through private property and the liability that may come with it. Ms. Yost states there is a Homeowners Statue that protects the homeowners who allow the people to recreate on their property. This is something that has been enforce for years. An access easement would be developed to allow the right. If people go off the easement, then they are trespassing.

The action plan timeline is a 10-year plan. The immediate term items would be 23 – 25 months, medium term another 26-28 months and long-term items another 29-32 plus months. The cost currently would be in the range of 2.1 million for Lehr Park, 5.8 million for Terra Vista and 1.1 million for Ketterman Park. Mr. Cashman inquired if there was discussion about indoor sports facilities. Ms. Yost states working with what we already have came out high on the survey. He referenced a facility in Utah, all it had to offer and that several area municipalities went together for it. Ms. Yost reported that recreation is a lot different in the western states than here. Mrs. Harris commented the Spring Grove area would be good for this if the municipalities would be interested. Northern Regional has 11 municipalities that could be a part of it. There are already possible plans for a facility at the old Central High School. Ms. Yost reports Lower Dauphin Township developed a facility but 20 years later turned it over to the YMCA since they could not get people to run it anymore. There is a lot of startup and work involved with these facilities. Mr. Stefanowicz was curious how Ketterman Park and Brookside Park would get the trails connected since it would crossover Canal Road. Ms. Yost says this is something that would need looked at closer if it is feasible. Mrs. Oswalt gave an update on Eagle View Park. The bridge is in and they started digging the footers for the pavilion today. The trails and pavilion should be completed by May. The disc golf course was pulled out of this grant since it would not be done by May. This will be done separately later this year. Bid documents will soon be going out for the baseball fields.

Mr. Stefanowicz thanked everyone involved for all their work on the Joint Recreation Plan. Mrs. Oswalt mentioned the next step in the process is when both municipalities are ready there is a Resolution that will need approved to adopt the plan.

2) JOINT ZONING REVISIONS UPDATE:

Mr. McLucas shared there were five meetings held. They are looking at both ordinances to see what new uses and what criteria should be reviewed. First, they looked at a rewrite to make it something different than we currently have. After ongoing discussions, this has been scaled back. They reviewed overall general provisions, definitions, nonconforming uses, administrative and enforcement section. They looked at each individual use, and what the definition was, if it was duplicated and zones, they want them in. Going back to the comprehensive plan, they are looking at some type of Historic overlay district and how to regulate that. Dover Borough has two zoning districts, Village and Residential zones. A Historic overlay would protect some of the downtown properties. Some other comprehensive items were to look at the regulations so we do not have a hard visual barrier when leaving the Borough and entering the Township. Ms. Sprenkel added she is not recommending any zoning boundary changes in the Borough. Both municipalities will continue to have their own ordinances but the definitions will line up. Mrs. Oswalt explains similar set backs would make things more uniform between the two. President Kroft wasn't sure we can change much with that since it is a PennDOT road and they have requirements. This would be 50' from the center line of the roadway.

3) OTHER MATTERS – None

DOVER BOROUGH WATER PURCHASE FROM DOVER TOWNSHIP

President Kroft explained about five months ago the Borough received a letter from DEP that the Gross Alpha levels are high from well # 6. To remedy this would require the purchase of a water softener system, buying salt every month and removal of the waste. For cost benefit analysis purposes, it is not feasible. The Borough is considering taking that well offline and purchasing additional water from Dover Township. This would leave one Borough well still online. If something were to happen to the last well all water would need purchased through the Township line. There is an agreement already in place which states the Borough can purchase up to 4.5 million a month / 150, 000 gallons per day. Currently the Borough is pulling 2.2 a month which is up because of a water leak. Normally it would be 1.2 to 1.4 million. The Borough will still be under the maximum allowed but wanted to inform the Township of the additional usage. President Kroft continued explaining the well issues and that a replacement well for the contaminated well # 4 has never been found. Mr. Fleming added the Township is assisting the Borough in looking for the water leak. They have checked about 1/3 of the Borough with their detection devices last week and will be checking more areas. Mr. Sabold asked for confirmation that if the Borough needs to purchase more water that it is acceptable with the Township. Mrs. Oswalt confirmed that Matt, their water superintendent had spoken to Mr. Hoppel already and he does not see any issues with it at this time. If we would get into a drought situation then things could change.

VOLUNTEER FIRE FIGHTER TAX CREDIT

Mr. Herrold explained a few years ago there was a law passed by the PA legislature that allowed for tax credits for volunteer fire fighters and EMS. York County recently adopted its own version of this law to give credits across the county. Borough Council and Mr. Herrold agrees, that since there is some overlap of volunteers who live in the Borough, volunteer at the Township and vice versa it would make sense that the criteria for both municipalities be similar. If the Township was open to this idea, Borough Council would like to work together to develop the criteria. Most of the municipalities have developed similar criteria and have used the county as a model. Mr. Herrold feels it would be helpful if several people familiar with the fire department have a conversation to develop what they would recommend as the criteria to be considered by the Borough and Township. President Kroft explained that the Borough is looking at offering both real estate tax credit or earned income tax since some do not own property and some are retired and not working. If adopted, you earn hours in 2023 and the rebate is filed in 2024. Mrs. Oswalt expressed concerns regarding the administrative work this will require to calculate and issue the rebate. Since we do not know how many people will qualify and apply for this, we cannot estimate administrative time at this time. Mr. Stefanowicz commented that this will be a good program but we would like to keep it simple. The Chief's Association is pushing for municipalities to do this since the county has it in place. Once this happens, the school districts will be approached. President Kroft suggested both Solicitors, fire chiefs, Mrs. Oswalt and Mrs. Plowman meet to discuss. Mr. Herrold will set this up.

OTHER CONCERNS

Resident Gina Myers had a question about the cost for the proposed work to the parks. She wondered if there will be a need to raise taxes. Mrs. Harris explained the work will be done in phases. Grant monies will be applied for each phase. Some things are already budgeted under capital improvements. New developments are required to pay recreation fees and these funds go toward this as well. They do not foresee a tax increase at this time.

Ms. Snyder asked in leu of proposed work at Ketterman Park, if our playground could be inspected so we are starting with things in good condition. Mrs. Harris thanked her for the reminder. Dover Township will take care of doing that.

A resident questioned the plan benchmark which states there should be 10 acres for every 1,000 residents. The plan purposed an increase in residents in the Borough of 15%. President Kroft states we currently have a

large elderly population and possibly as they move or pass away, younger families with children coming in may raise the numbers. There is very little space for any new builds so the increase will not come from that.

Lt. Anderson was present and stated he will be at the Wednesday night hearing regarding the new proposed solar farm.

Mr. Stefanowicz commented about getting someone for recreation from the Borough. Mrs. Harris stated she gets a lot of help for the Borough.

Mr. Stefanowicz asked when our next joint meeting will be. Mrs. Oswalt states it will be scheduled in August.

With no further business, Chairman Stefanowicz and President Kroft concluded the Board of Supervisors/Borough Council meeting at 8:20 PM.

Respectfully submitted,

Brenda J. Plowman
Secretary/Treasurer