

MINUTES

A joint meeting of Dover Borough Council and Dover Township Supervisors was held at Dover Township, 2480 W. Canal Road on Monday, August 12, 2024 at 6:30 pm. Borough Representatives present were President Joseph Sabold, Vice-President Lori Koch, Council members Guy Hassinger, Jeff Raffensberger, Tom Slusser, Paul Neiman and Cynthia Snyder, Borough Secretary Brenda Plowman, and Borough EMA Anne Zarlenga. Borough Solicitor Andrew Herrold, joined via zoom. Dover Township Representatives present were Chairman Stephen Stefanowicz, Supervisor's Stephen Parthree, Charles Richards, Rob Stone, Mike Cashman, Township Manager Laurel Oswalt, Township Secretary Brooke Scarce, Township Public Works Director Chriss Hamme, Recreation Director Chalet Harris, Planning Director John McLucas, Technology Specialist Nathan Stone, Township Engineer Terry Myers and Township Solicitor Christian Miller. Chairman Stephen Stefanowicz called the meeting to order followed by the Pledge of Allegiance.

Dover Township reviewed their work session minutes and board of Supervisor minutes from July 22, 2024. Mr. Stone made a motion to approve with a second by Mr. Cashman. All were in favor.

Dover Township reviewed their expenditure warrants. Mr. Richards made a motion to approve all five warrants listed. Mr. Cashman seconded the motion and all were in favor.

Public Comment – None

TOWNSHIP MANAGER'S REPORT – Mrs. Oswalt states her report contains activities for the comprehensive plan. There are no action items, just information.

TOWNSHIP PLANNING DIRECTOR REPORT – Mr. McLucas mentioned he included a breakdown of zones within the Township. They will soon be highlighting the preserved farms in the community with signage.

RECREATION DIRECTOR'S REPORT

- 1) Chalet Harris gave an update on the Peer-to-Peer Grant Project. Tonya Brown was chosen to do the Peer-to-Peer study. The steering committee is made up of people from the Township and Borough covering a variety of ages. The second meeting will be September 19th. There will be a Youth sports meeting August 21 at the Senior center. Mrs. Oswalt added they are hoping to have someone from the school district attend the next meeting. Mr. Sabold mentioned the DCED grant workshop coming up in November. Mrs. Harris recommended attending this if the Borough desires to apply in 2025 for a grant for 2026. Mr. Stefanowicz highlighted the flyer about the Dover Fireman's Fair August 29 through September 2. They will be promoting this event.
- 2) Mr. Sabold gave an update on the completed repair work at Ketterman Park. The equipment has now been secured properly and mulch has been installed. Mats were also added under the swings.

INFRASTRUCTURE

- 1) Mr. Stone gave an update on the GIS system. He has completed the stormwater as much as can be done in the office. This includes inlets, lines, manholes and retention ponds. He has questions on some of the sewer lines as well as pipe size and material. Mr. Hamme stated all connections north of the Borough have now been taken off the Borough line. He added the line has been capped and sealed and he was given a field verification for this. Mr. Stone says the water system is a little more complicated. This includes wells, hydrants and mains. The curb stops have not been added yet. There are some field verifications that need done on these three maps that he would like to coordinate with Mr. Grim and Mr.

Hoppel. Mr. Stone has another map that contains street signs if the Borough would like that added. It records what sign is there and how often it has been replaced, etc.

- 2) Mr. Myers referenced the agreement between Dover Borough, Dover Township and the Developer of Norma's Ridge. The Borough and Township's part of this is to replace the culvert and pipe on the south side of E. Canal Road. The cost of this work will be split 50/50 between the Borough and Township. JR Holley & Associates, the Borough Engineer, did further surveying, and met to develop an action plan. They felt the pipe should be extended another 10' with a filling basin and rip rap to slow the water. This was sent to the developer's contractor DH Funk & Sons for a cost estimate which came back at \$51,572.23. There was a discussion of purchasing materials through Co-stars with the hope of reducing the costs so only three estimates are needed. There are some items Dover Township has the means of doing in house as well. Mr. Hamme is working out the details for this including costs. At the next meeting on September 9th, a decision needs to be made on how we will move forward.
- 3) The Butter Road traffic study was discussed. Dover Township had decided to not pursue truck restrictions on Butter Road since there were no viable alternative routes without causing other issues. There is a plan to improve the Butter Road and Bull Road intersection with a left turn lane on northbound Bull Road. Some property acquisition would be needed as well as moving poles and widening the roadway. Mr. Slusser commented that this is encouraging truck traffic onto Butter Road. Mr. Hassinger thought the concept was to get the trucks to a state road as soon as possible. He has major safety concerns with trucks that do not need to be on Butter Road. Mr. Stefanowicz said they agreed with this and were planning to place a truck restriction on Butter Road but there was a legal requirement that would stop trucks getting into Pro Pallet and they couldn't do that. Mr. Stefanowicz states the Borough can do a traffic study to possibly place restrictions on the Borough portion of Butter Road. Mr. Myers reported a truck restriction survey was done on Nursery Road from Butter Road to Old Carlisle Road, George Street from Carlisle Road to Nursery Road and Temple School Road from Carlisle Road to Nursery Road. The Ordinance for this will be considered at the meeting in two weeks. A traffic study has also been done at Fox Run Road and Canal Road. It does not warrant a traffic signal or a four way stop at this time. It did warrant a left turn lane westbound on canal turning southbound on Fox Run Road. There will be a meeting with the residents at this intersection.
- 4) Mr. Herrold states the Borough provides water service to three properties in Dover Township which are Raycom, Jim & Nena's, and the Community Park. Since they are outside of the Borough, the PUC considers the Borough as a public utility. The PUC had not concerned themselves with the Borough until recently when they started requiring certain information and there will be other requirements that the Borough has no interest in dealing with. One option is to turn these customers back to the Township. Mrs. Oswalt added that the Township is also providing some services to properties in the Borough. There is another option that the Borough and Township could pursue jointly and that is to do a declaratory order. We would petition the PUC to acknowledge that we are not a public utility but only provide to these few properties. If this is done, it would cover the Township and the Borough from any future PUC issues. Mr. Herrold suggested working with Mr. Miller and Mr. Wyatt, the Borough PUC attorneys, to proceed with this. Mr. Herrold also noted that when the Borough filed for an extension for information the PUC requested, there was a notice of intervention filed by the Office of Consumer Advocate. They often get involved in PUC issues.
- 5) Mr. Hamme gave an update on the project north of the Borough. The Borough sewer line was capped off and the pipes filled with flowable fill. Next week they will be paving driveways Monday; Harmony Grove Road Tuesday; Pumping Station, and George Street Wednesday; one lane of Carlisle Road on Thursday; and the other lane of Carlisle Road on Friday. One lane of traffic will remain open. School buses will start running on Monday.

Public Comment –

Sharon Hurd, 4280 Nursery Road, voiced a complaint about traffic speeding on Nursery Road.

Mr. Sabold thanked the Township for having the joint meeting.

Mr. Stefanowicz states he attended a transportation vision meeting. There was discussion regarding multi-modal transportation. The Planning Commission asked them to form a board for creating a long-term active transportation plan. Mrs. Oswalt added some of this is already in motion since it is part of the comprehensive plan. Ms. Snyder questioned the plans for the intersection of Carlisle Road and Harmony Grove Road. The traffic engineers are recommending a traffic circle.

Mr. Stone commented that this is the collaborative partnership we have needed for a long time and it is so good to see the Borough here and thanked them for coming.

Mr. Richards reports because of all the rain on Friday that Dover Township Fire Department had to go to Flo-De-On Campground to rescue 15 adults, five children and seven dogs. They also did a rescue in Cumberland County.

Mrs. Oswalt suggested the next meeting to be February 10, 2025 at 6:30 PM.

With no further business, Mr. Stone made a motion to adjourn with a second by Mr. Sabold. All were in favor. The meeting adjourned at 7:50 PM.

Respectfully submitted,

Brenda J. Plowman
Secretary/Treasurer