

MINUTES

A joint meeting of Dover Borough Council and Dover Township Supervisors was held at Dover Township, 2480 W. Canal Road on Monday, February 10, 2025 at 6:00 pm. Borough Representatives present were President Joseph Sabold, Vice-President Lori Koch, Council members Guy Hassinger, Jeff Raffensberger, Cynthia Snyder, Mayor Hernley, Borough Secretary Brenda Plowman, and Borough Solicitor Andrew Herrold. 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 Searce, Township Public Works Director Chris 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 January 27, 2025. Mr. Stone made a motion to approve with a second by Mr. Cashman. All were in favor.

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

Public Comment – None

Mr. Stone made a motion to appoint Christian Mitchell to the Dover Township Sewer Authority. Mr. Cashman seconded the motion and all were in favor.

Mowing bids were received for Dover Township. Mr. Parthree made a motion to approve the mowing bid from Trump Lawn and Land for the amounts in the bid. Mr. Cashman seconded the motion and all were in favor. Mrs. Oswalt added this will mainly affect parks and they will be making a budget adjustment for it with a Resolution to follow.

TOWNSHIP MANAGER'S REPORT – Mrs. Oswalt's report gave an update on the chapters that she covered in the joint comprehensive plan. These items are education, community involvement, communication and shared resources. Currently there are no major updates. DASD does not want to commit to participating in working together as outlined in the education chapter until they have a new superintendent. She states we are five years through the comprehensive plan and will need to begin the process of applying for grants with CDBG in their funding cycle (2027, 2028 and 2029) and MAP grant funding from DCED for the next plan due in 2030.

RECREATION DIRECTOR'S REPORT

Chalet Harris gave an update on the Peer-to-Peer Grant project. Peer-to-Peer is to be a joint effort between Dover Township, Dover Borough and the Dover Area School District. A rough draft has been done but this is on hold until DASD puts a new superintendent in place. Once this happens, we will find out what role if any they will have in this. The acting

superintendent seemed to like the things that were discussed but did not want to commit until the new person is in place. Dover Township Sensory Santa program won an award with PA Recreation and Parks Society for excellence in programming for the year. Mr. Stone stated from the community side how great a job that Mrs. Harris is doing. He thanked her and her team for this. Mrs. Oswalt stated a second person has been added to the recreation department and Mrs. Harris now has a program coordinator.

TOWNSHIP PLANNING DIRECTOR REPORT – Mr. McLucas mentioned his report covers community preservation, economic development and housing. Mr. Stefanowicz commented some of the statistics this includes are pretty amazing as far as how we are following the comprehensive plan. Mr. McLucas states that the use of the township land is still 90% in agriculture or low-density residential use and 3% industrial and we are a very rural area.

INFRASTRUCTURE

- Mr. Stone gave an update on the GIS system. There have been five maps created. They are sanitary sewer, sidewalks, stormwater, road signs and water. On the sewer map there are 261 manholes mapped. The stormwater has 242 inlets, 22 outfalls and 15 stormwater manholes. He showed on the board how to navigate the maps. There are 300 road signs mapped so far. This includes 79 stop signs and 59 speed signs. Some field verification needs to be done on these. The water map shows 169 valves and 48 hydrants. These maps could also be viewed and updated by the engineer. Borough Council and the Township Supervisors thanked Mr. Stone for all his work on the mapping.
- Mr. Myers with C. S. Davidson, gave an update on the Norma's Ridge development. They met with the adjacent property owner Robin Piatt regarding a 5' permanent easement and temporary construction easement. An easement agreement has been created, and the developer received a PennDOT permit. Mr. Myers requested they supplement that permit to include the work we need to do at the inlet. There will be a new end wall installed along with 160' of pipe and rip rap to slow the discharge. Ms. Piatt is concerned about the erosion and asked if something can be done about it. Mr. Myers stated they can stabilize the banks and she has agreed to the easement agreement. Mr. Richards made a motion to authorize the Stormwater Drainage Easement agreement for Dover Township. Mr. Cashman seconded the motion and all were in favor. Ms. Snyder made a motion to authorize the Stormwater Drainage Easement agreement for Dover Borough. Mr. Raffensberger seconded the motion and all were in favor.
- Mr. Hamme gave an update on the local road safety plan. This plan is to identify problems in the area by trying to get vehicle, bicycles and walking traffic through the Township and Borough safely. Five main areas have been identified: reduce crashes at curves, reduce crashes at unsignalized intersections, reduce red light running, increase walkability and improve pedestrian safety and speed management. Some things have already been done to improve these areas. Mr. Hamme received a quote from LB Water for the 160', 42" PennDOT approved culvert pipe. The cost is \$10,360 which will be split between the Township and the

Borough. Mr. Myers recommended getting the PennDOT permit and easement agreement in place before ordering the pipe. Mr. Stone made a motion to approve the quote from LB Water for \$10,360 to be split between the Township and the Borough. Mr. Richards seconded the motion and all were in favor. Ms. Snyder made a motion to approve the quote from LB Water for \$10,360 to be split between the Township and the Borough. Mr. Hassinger seconded the motion and all were in favor.

- Mr. Myers gave an update on the traffic transportation work. A roundabout had previously been recommended for the intersection of Carlisle Road and Harmony Grove Road. They have done a line and grade plan which is being submitted to PennDOT. After their comments come back, they can begin to lay out the stormwater, grade, etc. Dover Highlands have submitted the phase 3 preliminary plan for the rest of the development. Intermediate Avenue would then be brought up to the property line at the Pentecostal Assembly of God Church and Miller's Plant Farm. No property has been acquired at this time.
- A meeting was held in regards to the intersection of E. Canal Road and Fox Run Road. The property owner on the north east corner indicated they would be interested in selling their property. They are in negotiation with them on the purchase. The intersection would then move to the east to line the intersection. This will need to go to PennDOT for approvals.
- Mr. McLucas gave an update on the warehouse project on Bull Road. He states he has not received any new plans since August. They are working on utility access issues. They will need to acquire some land in order to meet the transportation needs they have. This summer there will be a public drawing of the Bull and E. Canal Road intersection. PennDOT indicates they may be shifting the intersection to the north to avoid environmental restraints. They will contact the warehouse project when they are close to a final design to collaborate. The Township had suggested they look at other uses than warehouses which they seemed receptive to. The Township gave them an open waiver last January which means the Township doesn't need to do anymore approvals until they come back with plans. Mrs. Oswalt believes by summer we will see a design for the intersection which will include signalization. Mr. Myers added they would do a temporary signal that would be without aluminum poles and arms. In the future a roundabout may be installed. Mr. Stone explained they cannot stop the warehouses if they meet all the requirements. A lot of people do not understand they cannot just stop something if they don't like it.
- Mr. McLucas gave an update on the solar farm project. He states they are waiting on some clarification of waivers. They have all approvals necessary to finalize their preliminary design. He believes that will be received by the end of the month. After preliminary approval, they can finalize the earth disturbance permit and start to move ground. Final approval would be within a year after this.

Public Comment – None

The Township followed up with a work session to review the draft of sewer and water revisions to update their regulations. This does not involve the Borough.

With no further business between the Township and the Borough, the Borough representatives were dismissed at 6:57 PM.

Respectfully submitted,

Brenda J. Plowman
Secretary/Treasurer