



Dickinson Township  
219 Mountain View Road  
Mount Holly Springs, PA 17065  
Phone: (717) 486-7424 ♦ Fax: (717) 486-8412  
[www.dickinsontownship.org](http://www.dickinsontownship.org)

## BOARD OF SUPERVISORS REGULAR MEETING MARCH 2, 2015

**PRESENT:** J.R. BARRETT, BOB WRIGHTSTONE, JONATHAN REISINGER - SUPERVISORS; Susan Smith, Solicitor; Larry Barrick, Assistant Manager/Zoning & Codes Enforcement Officer; Laura Portillo, Manager; Rick Barrick, Road Master; Denise Gembusia, Secretary/Treasurer.

**ABSENT:** Jason Reichard, Engineer.

**VISITORS:** Bob Line, Michelle Line, Dan Wyrick, Troy Briggs, Charlie Courtney, Ron Secary, Chuck Stehlik, Nathan Wolf, April Showers, Ronny Shay, Brian Kobvarcik, Jennifer Sirois.

### CALL TO ORDER & PLEDGE OF ALLEGIANCE

Chairman Wrightstone called the meeting to order at 5:30 pm and those present recited the Pledge of Allegiance.

### OPENING ANNOUNCEMENTS

The Parks and Recreation Committee will be holding a free seminar on how to create woods in your own backyard. This hour long lecture by Penn State Professor Jim Finley will take place at the Dickinson Township Municipal Building on Thursday, March 12<sup>th</sup> beginning at 7:00pm. The seminar is free, but registration is requested.

The Parks and Recreation Committee is seeking volunteers to join their Board. If you are interested, please email the Township Manager. More information is available on the township website.

### APPROVAL OF AGENDA

Supervisor Reisinger motioned to approve the agenda as submitted. Vice Chairman Barrett seconded the motion and it passed unanimously.

### APPROVAL OF MINUTES

#### 1. February 2, 2015 Board of Supervisors Regular Meeting Minutes

Supervisor Reisinger motioned to approve the February 2, 2015 Board of Supervisors regular meeting minutes as presented. The motion was seconded by Vice Chairman Barrett and passed unanimously.

### CONSENT AGENDA

Vice Chairman Barrett motioned to approve the consent agenda as submitted. Supervisor Reisinger seconded the motion and it passed unanimously with the following items approved:

1. Pay Bills
2. Ratify bill payments February 16, 2015

**CHAIRMAN'S REPORT** -None

### PUBLIC HEARINGS

#### 1. Unemployment Compensation Trust Ordinance

The PSATS Unemployment Compensation Group Trust (UC Trust) has been providing unemployment compensation insurance at lower rates to Dickinson Township since 1981. In 2014, the Trustees of the UC Trust voted to adopt numerous changes to the UC Trust agreement that

included administrative and organizational updates, granted the members of the UC Trust the ability to elect the Trustees, and increased the number of Trustees, who are not compensated for their services, from three to five.

The ensure compliance with the Pennsylvania Intergovernmental Cooperation Law and the UC Trust Agreement, Dickinson Township needs to adopt an Ordinance reaffirming participation in the UC Trust. The Board of Supervisors' advertised the public hearing for the current meeting.

Chairman Wrightstone opened the hearing at 5:33pm. With no public comments being offered, he closed the hearing at 5:33pm.

#### **PLAN REVIEW/CONDITIONAL USE HEARINGS**

**1. Time extension – Planning Module for Scott Eimerbrink to June 30, 2015**

**2. Time extension – Subdivision Plan for Scott Eimerbrink to June 30, 2015**

Mr. Eimerbrink is still out of the country. Supervisor Reisinger motioned to accept the time extensions for the Scott Eimerbrink Planning Module and Subdivision Plan until June 30, 2015. The motion was seconded by Vice Chairman Barrett and passed unanimously.

#### **PUBLIC INPUT**

Bob Line stated that the Board of Supervisors missed the mark on the cemetery agreement with Goodman-Birtcher. The Board stated that they had not seen the document and Solicitor Smith said she only reviewed the agreement for form; not content. Mr. Line said he was not happy with the access portion of the agreement or the section allowing relocation of the cemetery. The Board of Supervisors **directed** Solicitor Smith to help facilitate Mr. Line's concerns. Mr. Line will forward his concerns to the Township Manager.

Dan Wyrick stated that the Line cemetery was given historic registry recognition and questioned whether or not relocation of the cemetery was protected by State Law.

**EMERGENCY SERVICES REPORT** – No representative was present.

#### **NEW BUSINESS**

**1. Discussion and action on Unemployment Compensation Trust Ordinance.**

Chairman Wrightstone offered the public the opportunity to offer their comments on the proposed Ordinance again. With no public comment, Supervisor Reisinger **motioned** to approve the Ordinance authorizing the participation in the Dickinson Township PSATS Unemployment compensation group trust, Ordinance 2015-01. The motion was seconded by Vice Chairman Barrett and passed unanimously.

**2. Acceptance of 2014 Township and Municipal Audit Reports.**

The Township and Municipal Authority audits for 2014 have been completed and the financial statements have been submitted to all the appropriate entities. The required notices have been advertised in The Sentinel as required by the Second Class Township Code. Manager Portillo explained that there were no deficiencies found in the Township or Municipal Authority audit reports. A clean audit without any deficiencies is an accomplishment that resulted from hard work by the staff and appropriate management and direction by the Board of Supervisors. Manger Portillo recommended acceptance of the audit reports for 2014 for both the Township and the Municipal Authority.

Vice Chairman Barrett **motioned** to accept the 2014 audit reports for the Township and the Municipal Authority. The motion was seconded by Supervisor Reisinger and passed unanimously.

**3. Road abandonment – discussion only.**

Section 2304 of the Second Class Township Code grants the Board of Supervisors the power, by Ordinance, to vacate any road or parts of a road, located wholly or partially within the Township. Staff researched five roads for consideration of abandonment; Lebo Lane, Locust Lane, East Yellow Breeches Road (from the cul-de-sac to the Yellow Breeches), West Yellow Breeches Road (from North Dickinson School Road to the

dead-end), and Half Mile Road Extended. These roads no longer serve their intended purpose and are no longer a viable part of the Township's road system. Besides having insufficient road and shoulder width, most of them could be classified as extended driveways. Manager Portillo provided the following chart to the Board:

Road Name	Lebo Lane	Locust Lane	East Yellow Breeches (from cul-de-sac to the Yellow Breeches)	West Yellow Breeches (from N.D. School Rd to dead end)	Half Mile Rd "extended"
Length/miles	.14	.52	.05	.22	.05
Thru Traffic?	No	No	No	No	Yes
Pavement width in feet	14'	12'	8'	10'	15'
Shoulder width	None	None	1'	1'	2' one side None other side
Notes	Dead end/ leads to an empty house	Dead end/ leads to single farm	Dead end/ leads to one home	Dead end/ leads to 3 homes	"Driveway" of 3 homes

Vice Chairman Barrett asked if the residents have been informed of the possibility of road abandonment. Manager Portillo explained that the homeowners were not notified since the staff wanted direction from the Board of Supervisors before proceeding. She also noted that a public hearing would have to occur since abandonment can only happen through an ordinance. The Board was shown aerial photographs, maps and plots for the roads in question.

Dan Wyrick asked for a description of where each road was located, including Locust Lane, which is about  $\frac{3}{4}$  of a mile on the right, before Montsera Road when traveling west.

Nathan Wolf asked what happens to trash and mail when the roads are abandoned. The Board explained that the trash and mail are currently being placed at the end of the roads now, so there will be no change.

Dan Wyrick asked if the Township has the right to abandon a road regardless if a homeowner agrees to the abandonment or not. He also questioned if the Township will need to bring the roads up to current standards if they are not abandoned.

After Board discussion, the Board **directed** the Manager to start the process of abandonment on Lebo Lane, Locust Lane and East Yellow Breeched Road, from the cul-de-sac to the Yellow Breeches since they are all dead ends that lead to only one home.

4. **Resolution accepting Katie Lane as a public road.**

The April 5, 2004 Dickinson Township minutes indicate that the Board of Supervisors accepted the offer of dedication of Katie Lane by Harry S. Snyder and David W. Lutz, Trustee, under Irrevocable Agreement of Trust of David E. Lutz and June B. Lutz, Grantors. This offer was memorialized in a Deed of Dedication dated February 19, 2004 which was recorded with the Recorder of Deeds for Cumberland County. Second Class Township Code Section 2316 states that the acceptance of land must be made by Resolution, which will then have to be recorded with the clerk of the courts of common pleas.

The 2004 Board of Supervisors did not adopt a resolution accepting the dedication of land. Resolution 2015-03 seeks to resolve the outstanding issue. Once the resolution is recorded with the clerk of courts, a copy will

be forwarded to PennDot so Katie Lane can be added to the Liquid Fuels road mileage, therefore increasing the annual liquid fuels allocation.

Dan Wyrick asked if the Resolution is based on current standards or those from 2004. Manager Portillo explained the Resolution is based off of the 2004 information.

Vice Chairman Barrett **motioned** to accept Resolution 2015-03, accepting Katie Lane as a public road. The motion was seconded by Supervisor Reisinger and passed unanimously.

The Solicitor noted that there was a clerical error and clarified that the Ordinance passed earlier in the meeting should be labeled as #2015-01 and the Resolution just passed as #2015-03.

5. **Appointment of Planning Commission member, term ending 12/31/17.**

The resignation of Tony Smith left a vacancy on the Planning Commission for a term ending December 31, 2017. Three candidates expressed in this position: Thomas Imholte, Robert Line, and Daniel Wyrick.

Dan Wyrick referred to the minutes of the Organization meeting in which Chairman Wrightstone said he wanted new people in the positions. Mr. Wyrick asked if the Board was interested in people's qualifications before verbally expressing his interest in the position.

Robert Line stated that he had taken a lot of the Township's time and felt it would be good to serve and give the Township some of his time.

Supervisor Reisinger **motioned** to appoint Thomas Imholte to the open Planning Commission vacancy with a term ending December 31, 2017. The motion was seconded by Chairman Wrightstone and passed unanimously. The Board asked if they could keep Mr. Wyrick's and Mr. Line's resumes on file so they may be considered if another position were to become available. Mr. Wyrick said no and Mr. Line said yes.

6. **Reschedule Tuckey Agricultural Security Area (ASA) Public Hearing.**

The February meeting of the Cumberland County Planning Commission (CCPC) was cancelled. Due to the cancellation, the CCPC was unable to review or provide comments on the Tuckey ASA application. Their next meeting will be held on March 19, 2015. Staff is requesting that the March 16, 2015 public hearing on the Tuckey ASA be rescheduled for April 6, 2015 in order to allow time to receive the County's recommendation.

Supervisor Reisinger **motioned** to reschedule the Tuckey ASA public hearing to April 6, 2015. The motion was seconded by Vice Chairman Barrett and passed unanimously.

7. **Authorization to advertise for bids for road projects.**

As per the Township Roadway Maintenance Plan, 2015 will continue to focus on road preservation techniques along with road reconstruction and placement of bituminous overlay. The proposed roads and treatments for 2015 are as follows:

<b>ROAD NAME</b>	<b>PROPOSED TREATMENT</b>	<b>ESTIMATE</b>
Montsera Road	Base repair, mill & bituminous overlay	\$42,000
East Yellow Breeches	Base repair, mill & microsurface	\$122,000
Myerstown Road	Base repair, mill & bituminous overlay, microsurfacing/tar & chip	\$577,500
	<b>ESTIMATED TOTAL COST</b>	<b>\$741,500</b>

The budget for 2015 was approved with \$700K earmarked for road repairs. Liquid fuels funds of \$183K was budgeted, with the remaining funds coming from the General Fund savings. The 2015 Street Improvement Projects will preserve approximately 17,148 linear feet, or 3.25 miles, of roadway for a combined total of 11.84 miles since inception of the Roadway Management Plan.

Supervisor Reisinger **motioned** to authorize staff to advertise for bids on the proposed 2015 road projects. Vice Chairman Barrett seconded the motion and it passed unanimously.

8. **Mountain Creek light plan waiver request.**

The Township received a revised lighting plan for the Mountain Creek Distribution Center. A review of the submission by the Township Zoning Officer resulted in a determination that it does not meet the requirements of Chapter 178-46E – Exterior Lighting, of the Dickinson Township Subdivision and Land Development Ordinance, which states that the lighting plan shall confirm zero footcandles at all property lines.

The applicant submitted a waiver request to allow light infiltration across the northern property line which is adjacent to an approved warehouse site located in the Business-Industrial District. Staff supports the waiver request since both properties involved are owned by the applicant. Also, the original approved and recorded Land Development Plan shows light infiltration across the same property line.

Supervisor Reisinger **motioned** to approve the waiver request of the Dickinson Township Subdivision and Land Development Ordinance, Chapter 178-46(E) Exterior Lighting for the Mountain Creek Distribution Center Revised Lighting Plan. The motion was seconded by Vice Chairman Barrett and passed 2 – 0 with Chairman Wrightstone abstaining.

**OLD BUSINESS** – There was nothing new to report on the following Old Business Items:

1. **Zoning/Saldo Draft Ordinances – task force progress.**
2. **Regional Municipal Authority**
3. **Master Stormwater Feasibility Study – Mountain View Road Drainage.**

**MANAGER’S REPORT** - Manager Portillo submitted her report without any additions.

**TREASURER’S REPORT**

Treasurer Gembusia noted that the newsletter should be in resident’s mailboxes shortly.

**ZONING OFFICER’S REPORT** - The Zoning Officer submitted his report without any additions.

**ROADMASTER’S REPORT** - The Road Master’s report was submitted.

**ENGINEER’S REPORT** - The Engineer was not present.

**SOLICITOR’S REPORT** - Solicitor Smith submitted her report without any additions.

**SUPERVISORS’ REPORTS** - No reports were provided by the Supervisors.

**ADJOURNMENT**

Chairman Wrightstone **motioned** to adjourn the meeting at 6:32pm. Vice Chairman Barrett seconded the motion and it passed unanimously.

Respectfully submitted,



Denise Gembusia  
Secretary/Treasurer

