



**Dickinson Township**  
**219 Mountain View Road**  
**Mount Holly Springs, PA 17065**  
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**www.dickinsontownship.org**

**BOARD OF SUPERVISORS REGULAR MEETING**  
**April 17, 2017**

**PRESENT:** **TOM IMHOLTE, LORELEI COPLIN, DENNIS STRAUB - SUPERVISORS;** Marge Metzger, Asst. Manager/Secretary/Treasurer; Glenn Kelso, Zoning & Codes Enforcement Officer; Andrew Miller, Solicitor; Jason Reichard, Engineer; Bryan Swartz, Roadmaster.

**ABSENT:** Larry Barrick, Manager.

**VISITORS:** Bob Line, Ivan Bretzman, Greg Bretzman.

**CALL TO ORDER & PLEDGE OF ALLEGIANCE**

Chairman Imholte called the meeting to order at 6:00 PM. Those present recited the Pledge of Allegiance.

**OPENING ANNOUNCEMENTS**

- Parks & Recreation Board will be holding their annual Spring Yard Sale at Stuart Park on Pine Road on April 22, 2017 from 7 AM to noon. This event is open to the public and is FREE to attend. Vendor spots are \$10.00 and registration is required. You must bring your own table. Please see the Township website for more information.
- Parks & Recreation Board will hold their annual children's fishing derby at Stuart Park on Saturday, May 6, 2017 from 8:00 AM to noon. The Parks & Recreation Board are seeking volunteers to help run the event as well. Please see the Township website for more information.
- Residents may participate in "Shipshape Day" Technology drive electronics recycling event in Shippensburg on April 22, 2017. Please see the Township website to view the Flyer for times and locations.

**APPROVAL OF AGENDA**

Vice Chairwoman Coplen requested the Vision/Mission statements be discussed at the next meeting since Manager Barrick is not present.

**A motion was made by Chairman Imholte and seconded by Vice Chairwoman Coplen and unanimously passed to approve the agenda.**

**APPROVAL OF MINUTES**

**1. April 3, 2017 Regular Meeting Minutes**

**A motion was made by Supervisor Straub and seconded by Vice Chairwoman Coplen and unanimously passed to approve the April 3 2017 Regular meeting minutes.**

**CONSENT AGENDA**

Chairman Imholte recommended not paying the bill for Susan Smith. He would like to get clarification from Manager Barrick because the invoice is not explicit enough to know what she is doing. He will respond to the Board, Manager, and Assistant Manager through email on this matter.

A motion was made by Vice Chairwoman Coplen and seconded by Supervisor Straub and unanimously passed to approve the bill list for April 17, 2017, minus Check #13438.

**PUBLIC HEARINGS** None

**PLAN REVIEW/CONDITIONAL USE HEARINGS** None

**GENERAL PUBLIC INPUT (non-agenda items)** None

**CHAIRMAN'S REPORT** None

**EMERGENCY SERVICES REPORT**

Greg Bretzman provided the report of incidents in Dickinson Township for the month of March, which included 7 medical assist, 4 storm related, 1 building fire, 1 auto accident, 2 brush, 5 automatic alarms, and 1 police assist. Mr. Bretzman said he has been in touch with Penn Township Fire Company and Mt. Holly Fire Company to set up some procedures for responses during the Montsera Road bridge replacement and the work on the Pine Road railroad crossing if it is done this year.

**NEW BUSINESS**

**1. Proposed PSATS 2017 Resolutions up for vote at State Convention**

A motion was made by Vice Chairwoman Coplen and seconded by Supervisor Straub and unanimously passed to designate Manager Barrick as the voting delegate for the PSATS state convention.

The Board asked for clarification on the following proposed Resolutions: 17-8; 17-15; 17-19; 17-28; 17-34; 17-35; and 17-44.

**2. Resignation of Adam Felix from the Park & Recreation Board**

A motion was made by Vice Chairwoman Coplen and seconded by Supervisor Straub and unanimously passed to accept the resignation of Adam Felix from the Park & Recreation Board.

**3. WCCOG Line Painting Bid update**

A motion was made by Vice Chairwoman Coplen and seconded by Chairman Imholte and unanimously passed to approve the WCCOG recommendation to award the bid to Alpha Space Control for the double yellow center line reflective painting at a price of \$0.094/l.f.

**4. Dirt & Gravel Roads Grant application for Cold Springs Road, Discussion and Direction**

There was discussion on the Manager's memo concerning the Dirt & Gravel Roads grant for Cold Springs Road. The Board requested additional information from Manager Barrick through email, and then a final vote could be taken and ratified so the May 1, 2017 deadline for submission of the grant application can be completed.

A motion was made by Vice Chairwoman Coplen and seconded by Chairman Imholte to submit a grant application for Phase 2 improvements to Cold Springs Road, as outlined in Manager Barrick's memo dated April 14, 2017. The motion was tabled until further discussed and a vote taken through email with the Board and Manager, and then ratified at the next meeting.

**5. 2017 Road project Bid award**

Engineer Reichard reviewed the bid information, and reported on the number of bids received, the amounts, and the work that can be completed within the budgeted price. The base bids, Contract 1 & 2, all alternates, and the qualifications of the bidders were discussed.

A motion was made by Vice Chairwoman Coplen and seconded by Chairman Imholte and unanimously passed to award Contract No. 1 plus Alternate No. 1 to New Enterprise Stone & Lime Co., Inc., as outlined in Engineer Reichard's Bid Results/Bid Summary Breakout report, for a price of \$682,128.00.

**A motion was made by Vice Chairwoman Coplen and seconded by Chairman Imholte and unanimously passed to award Contract No. 2 plus Alternate No. 1 to Hammaker East, LTD, as outlined in Engineer Reichard's Bid Results/Bid Summary Breakout report, for a price of \$131,050.00.**

**A motion was made by Vice Chairwoman Coplen and seconded by Chairman Imholte and unanimously passed to authorize staff to modify the road work to be completed to equal the \$850,000.00 budgeted amount, since the two contracts came in under that amount.**

Engineer Reichard said he would issue the notice of award and start the agreement process. The notice to proceed will be in June for Contract 1 and July for Contract 2. All work should be completed prior to the beginning of the next school year.

**6. Discussion on timeline to update the Comprehensive Plan**

This matter will be discussed at the next meeting.

**MANAGER'S REPORT**

Manager Barrick was absent due to illness. Vice Chairwoman Coplen requested Manager Barrick's rationale for not supporting the EMS merger at the next meeting.

**ASST. MANAGER - TREASURER'S REPORT**

Nothing additional to add to the report as submitted.

**ZONING OFFICER'S REPORT**

Nothing further to add to the report as submitted.

Chairman Imholte requested the Safety Committee matter be added to the next agenda so a deadline can be set.

Chairman Imholte asked for an update on the cell tower variance. Zoning Officer Kelso reported the Zoning Hearing Board approved the variance request. He received one phone call. Now a plan must be submitted for the permitting process.

**ROADMASTER'S REPORT**

The seeding at Lindenwood Park was discussed. It will be added as an agenda item for the next meeting.

**ENGINEER'S REPORT**

Nothing further to add to the report as submitted.

Chairman Imholte asked about the lighting concern at the warehouse. Zoning Officer Kelso said he had them disconnect the light because it was not supposed to be there. He spoke to the resident that expressed concern, who brought up a bigger issue he had with the noise from I-81 bouncing off the warehouse. The berm stops short of his house. Engineer Reichard said the ordinance does not require a berm. It is an accepted practice, but there are no written standards. Chairman Imholte mentioned it is something to keep in mind as the ordinance update moves forward considering something for noise, berms, and screening.

**SOLICITOR'S REPORT**

Nothing further to add to the report as submitted.

**SUPERVISOR'S REPORT**     None

## **OLD BUSINESS**

### **1. N. Dickinson School Road Guide Rail discussion**

Engineer Reichard reviewed the draft plan for guide rail replacement on N. Dickinson Road, which is the best option with the least amount of impact to the property owner. The various levels of bridge rating were reviewed and the proposed work may get a 4-6 rating, which would be adequate with existing conditions, depending on who does the inspection. Chairman Imholte wants the bridge removed from the deficient bridge list, and would like to know when the next bridge inspection will be done so this work can be completed prior to that time.

The Board directed Manager Barrick to share the proposed sketch for guide rail work with Bob Livingston and to get his response. Engineer Reichard said the original estimate was \$11,000 -15,000, so additional phone quotes will be needed prior to doing the work.

### **2. Public Meeting Agenda and Policy discussion**

The Board understood Manager Barrick's comments about the order of the agenda in his memo dated April 14, 2017 and agreed to keep it the way it was. There was discussion on the Public Meeting policy, specifically No. 3 (Public Comment), and letters A, B, C, D, and E. The Board agreed to have the Chairperson be able to determine the duration for public comment time depending on the number of people in attendance, and to establish time lines to be used if needed. The wording used in South Middleton Township's policy will be considered. The Board agreed not to use the word "shall". Solicitor Miller said this would allow additional flexibility, with the ability to be stricter if problems arise in the future. He suggested the Board stay away from deferring the public comment period to the next meeting, because special meetings must be advertised and are normally for a specific purpose.

Vice Chairwoman Coplen will make the discussed changes and circulate another draft for review.

### **3. Discussion on Paid Holidays**

The Board agreed the Township can establish a holiday schedule at their discretion. The Board agreed to allow eleven holidays per year, plus the two election days. It is suggested to follow the state schedule of holidays, but to allow the staff to submit a list of dates that may provide for substitutions from the state schedule. This list is needed to plan properly for the 2018 budget.

### **4. Master Stormwater Feasibility Study – Mountain View Road Drainage**

Nothing to report

### **5. Zoning/SALDO Draft Ordinance – Development of the Proposed Zoning Map**

Solicitor Miller said Manager Barrick contacted him about being actively engaged at the first meeting of the month when the ordinance updates are being discussed, which would be helpful in preparing the amendments, and to provide insight as the process moves forward.

Supervisor Straub asked the Solicitor to provide input on the idea of not having a commercial zone, but to allow for a commercial use in the agriculture zone as a conditional use. Solicitor Miller said allowing a commercial use as a conditional use opens up a large area of the township because it will be difficult to write an ordinance to confine a commercial use in the agriculture zone. If the criteria for a conditional use is met, it must be granted. The agriculture zone has the lack of public water and sewer, which makes it difficult for commercial use. Private wells and septic could be intensive, and if the septic systems fail, the Township must enforce and figure out a solution, which would be a challenge for the Township. The Fair Use doctrine must be considered. Supervisor Straub said there is little demand for commercial use and it is scattered over the Township. Let it happen where it wants to and control it as a conditional use so the Board has control. Zoning Officer Kelso said commercial use must be contained or if the conditions are met you could have commercial uses popping up all over the place. Bob Line questioned if the Township is receiving money from DCNR for payment in lieu of taxes, which is to increase from \$3.00 per acre to \$6.00 per acre, and the response was yes. Solicitor Miller

mentioned a lot of townships promote the preservation of agriculture land, and Chairman Imholte said Dickinson Township has a lot of that now.

The Board directed Solicitor Christian Miller to attend the first meeting of the month and be involved in the ordinance update process.

**ADJOURNMENT**

**A motion was made by Vice Chairwoman Coplen and seconded by Supervisor Straub and unanimously passed to adjourn the meeting at 8:20 PM.**

Respectfully submitted,



Marjorie E. Metzger  
Secretary/Treasurer

