



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

**BOARD OF SUPERVISORS REGULAR MEETING**  
**October 17, 2016**

**PRESENT:** **TOM IMHOLTE, DENNIS STRAUB, LORELEI COPLEN - SUPERVISORS;**  
Larry Barrick, Manager; Glenn Kelso, Zoning & Codes Enforcement Officer; Marge Metzger,  
Secretary/Treasurer; Doug Myers, Solicitor; and Jason Reichard, Engineer.

**ABSENT:** Don Yost, Roadmaster.

**VISITORS:** Judy Brough, Peggy Bower, Michael Wadel, and Aaron Myers

**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** - *More information is available on the township website.*

- Parks & Rec Board will be holding their Harvest Festival on Saturday, October 22, 2016 from 2:00 – 4:00 PM at Stuart Park.
- The 2017 Budget preparation meeting will be held on October 18, 2016 at 5:30 PM.
- An Executive Session was held Monday, October 4, 2016 from 7:29 PM to 7:42 PM to discuss the Personnel Wages
- Trick-or-Treat Night will be held on Monday, October 31, 2016 from 6:00 – 8:00 PM.
- The 2016 General Election will be held on November 8, 2016 at the Township Building for the North Precinct and the Mount Zion Evangelical Lutheran Church for the South Precinct from 7:00 AM to 8:00 PM.

**APPROVAL OF AGENDA**

**A motion was made by Vice Chairwoman Coplen and seconded by Supervisor Straub and unanimously passed to approve the agenda with the change of moving the Reports to be given after the New Business and before the Old Business.**

**APPROVAL OF MINUTES**

**September 19, 2016 Regular Meeting Minutes**

**A motion was made by Supervisor Straub and seconded by Vice Chairwoman Coplen and unanimously passed to approve the September 19, 2016 minutes.**

**October 4, 2016 Regular Meeting Minutes**

Judy Brough questioned if there is an Assistant Manager, which is mentioned on Page 3 of the minutes. Chairman Imholte explained that the proposed budget for 2017 includes promoting Marge Metzger to that position, in addition to the Secretary/Treasurer responsibilities. No vote has been taken on the budget yet.

The Board agreed that on page 3, first paragraph, last sentence, add the following: “upon approval of the 2017 budget”.

**A motion was made by Supervisor Straub and seconded by Vice Chairwoman Coplen and unanimously passed to approve the October 4, 2016 minutes, as amended.**

**October 11, 2016 Regular Meeting Minutes**

Judy Brough questioned the health insurance deductible to be paid by the township being increased from \$500 to \$1,000 at the bottom of page 2. Who receives this benefit? Manager Barrick explained there is one part time employee who does not receive the health care coverage. The 2017 budget has not been approved yet, but the proposal is to increase the deductible that is paid by the township from \$500 to \$1,000, which are full time employees.

**A motion was made by Supervisor Straub and seconded by Vice Chairwoman Coplen and unanimously passed to approve the October 11, 2016 minutes.**

**CONSENT AGENDA**

**A motion was made by Chairman Imholte and seconded by Supervisor Straub and unanimously passed to ratify the bill list for October 17, 2016.**

**CHAIRMAN’S REPORT** None

**PUBLIC HEARINGS** None

**PLAN REVIEW/CONDITIONAL USE HEARINGS**

**1. Final Subdivision Plan for Victor G. & Sheryl A. Barrick and David C. & Jill M. Barrick (Deadline 01-10-2017)**

Mike Wadel was present. He explained this plan is a 107 acre farm on Walnut Bottom Road, with the majority of the land on the south side. The 10.7 acres on the north side is being subdivided off into an individual lot. There is no construction or earth moving proposed. The remaining land to the south is in the land preservation program and can only be used for agriculture. The county and engineer’s comments were minimal and have been addressed. Revised plans have been provided.

Chairman Imholte asked about the fees. Manager Barrick said a final invoice is due from the engineer, which should be covered from the application fee. The plan will not be recorded until all fees are finalized and paid.

**A motion was made by Supervisor Straub and seconded by Vice Chairwoman Coplen and unanimously passed to approve the modification request for the Victor Barrick final subdivision plan for Chapter 178-13 of the SALDO, to waive the preliminary plan submittal process.**

**A motion was made by Supervisor Straub and seconded by Vice Chairwoman Coplen and unanimously passed to approve the modification request for the Victor Barrick final subdivision plan for Chapter 178-24A of the SALDO, to modify the sheet size requirements.**

**A motion was made by Chairman Imholte and seconded by Vice Chairwoman Coplen and unanimously passed to approve the Victor Barrick final subdivision plan contingent upon the fees being paid, and all staff, engineer, and county comments being satisfied.**

**2. Request for Planning Waiver and Non-Building Declaration for Victor G. & Sheryl A. Barrick and David C. & Jill M. Barrick**

**A motion was made by Chairman Imholte and seconded by Vice Chairwoman Copen and unanimously passed to approve the Planning Waiver and Non-Building Declaration so it can be forwarded to the Department of Environmental Protection.**

**3. Final Subdivision Plan for Susan J. Burylo (Deadline 01-10-2017)**

Mike Wadel said this plan is 2.64 acres on Torway Road. The plan is to cut off .17 acre and add it to the abutting property of Kasey Brough. There is no earth moving or construction proposed. There were minimal engineer and county comments that have been addressed. He is in the process of securing the required signatures.

**A motion was made by Supervisor Straub and seconded by Chairman Imholte and unanimously passed to approve the modification request for the Susan Burylo final subdivision plan for Chapter 178-13 of the SALDO, to waive the preliminary plan submittal process.**

**A motion was made by Supervisors Straub and seconded by Vice Chairwoman Copen and unanimously passed to approve the modification request for the Susan Burylo final subdivision plan for Chapter 178-24A of the SALDO, to modify the sheet size requirements.**

**A motion was made by Chairman Imholte and seconded by Vice Chairwoman Copen and unanimously passed to approve the Susan Burylo final subdivision plan contingent upon the fees being paid, and all staff, engineer, and county comments being satisfied.**

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

**EMERGENCY SERVICES REPORT** None

**NEW BUSINESS**

**1. Approval of Meeting Calendar for 2017 and authorization to advertise**

Manager Barrick said that two meetings a month for the Board of Supervisors will be advertised, with the understanding that one meeting can be canceled if not needed. This would be an advertising savings.

**A motion was made by Chairman Imholte and seconded by Vice Chairwoman Copen and unanimously passed to approve the meeting calendar for 2017 and to authorize the advertisement.**

**MANAGER'S REPORT**

Manager Barrick reported that the township received \$7,991.01 from PEMA to offset the costs incurred with Storm Jonas. Good things are happening, and we are doing our best to save the township money.

Chairman Imholte asked about the repair work scheduled for Alexander Spring Road. Manager Barrick said the work should be finalized this week or next. The skim coat has been started. Gleim is to be doing the shoulder and driveway work, and Pennsy Supply will be doing the paving. There was a meeting with staff and all representatives involved to make sure everyone is on the same page. The driveway ends will be saw cut and then matched up, as is the typical procedure. Existing conditions will be documented. Chairman Imholte asked about the tree planting. Manager Barrick said trees have been planted and the extra trees were planted behind Ken Graham's property. Mr. Graham was on site for this work.

**ZONING OFFICER'S REPORT**

The Zoning Officer's report was submitted.

Chairman Imholte asked about the UPS construction. Zoning Officer Kelso said there was interior work started without a permit. They were within about a week of having the permit, so a fine will not be issued.

#### **TREASURER'S REPORT**

The treasurer's report was submitted with no additional comments.

#### **ROADMASTER'S REPORT**

The Roadmaster's report was submitted with no additional comments.

#### **ENGINEER'S REPORT**

The Engineer's report was submitted. Engineer Reichard asked the Board to take action on the invoice for Contract 2 for road work completed by Asphalt Maintenance Solutions in the amount of \$237,807.80, which is the final payment and retainage. Chairman Imholte asked if there was any warranty. Engineer Reichard explained there is a performance bond in place for one year.

**A motion was made by Chairman Imholte and seconded by Supervisor Straub and unanimously approved to pay Asphalt Maintenance Solutions the amount of \$237,807.80 as final payment for road work completed for Contract 2.**

Engineer Reichard said he would present a report at the next meeting on the proposed road work for 2017. He is aware of the budget being established, and is working within those parameters.

**SOLICITOR'S REPORT** None

#### **SUPERVISORS' REPORTS**

The Engineer and Solicitor were released from the meeting at this time.

Manager Barrick announced there will be no meeting on November 7, 2016, to allow for preparation and setup for the election.

#### **OLD BUSINESS**

##### **1. Zoning/SALDO Draft Ordinances – Development of the Proposed Zoning Map**

Chairman Imholte mentioned he met with the Manager and Zoning Officer to review the zoning map and numerous subdivision plans.

There was discussion regarding various zones to include the MDR-O; B-I; B-R; and a mixed use. Should a zone follow property lines, or have an established distance? What impact would these zones have on any residential properties in the area? What specific uses should be included in each zone? Could certain zones be combined or renamed? A suggestion was made that mixed use should allow for small businesses that are compatible with residential use. These uses would be smaller than what is allowed in the B-I zone or district. Areas to consider for mixed use are intersections, or along roads like Walnut Bottom Road, Old York Road, Ritner Highway, and Route 34. The staff will compile a list of small businesses and their locations to determine if there is a natural cluster. There was discussion on the idea of creating a commercial zone that may not be compatible to residential use.

There was a lengthy discussion regarding properties that may not conform to a zone in close proximity. There may be a development that has a single property next to it that is zoned agriculture. There may be a property zoned agriculture that is next to a large conservation zone. Spot zoning was mentioned, and

caution should be used to not single out a property or change a lifestyle of a property that has existed for a long time. Descriptions of stricter guidelines for developments must be determined. Protection can be built into a zone for those people who are surrounded by a development. What will the criteria be to determine which developments will have the stricter guidelines, such as having internal streets. Is it the age of the development, or the rural aspect? Is it density or acreage? Is it internal streets or cul-de-sacs? Is it better to go more generic and less restrictive? The Board cannot cater to everyone's property. A Home Owner's Association can determine what happens in a development, and those who are not part of the development don't have to meet the criteria.

Vice Chairwoman Coplen will compile her notes for developments and what the description may be for restrictions.

**ADJOURNMENT**

**A motion was made by Supervisor Straub and seconded by Vice Chairwoman Coplen and unanimously passed to adjourn the meeting at 7:38 PM.**

Respectfully submitted,

*Marjorie E. Metzger*  
Marjorie E. Metzger  
Secretary/Treasurer

