



Dickinson Township
219 Mountain View Road
Mount Holly Springs, PA 17065
Phone: (717) 486-7424 ♦ Fax: (717) 486-8412
www.dickinsontownship.org
ORGANIZATION MEETING
BOARD OF SUPERVISORS MEETING
January 2, 2018

ROLL CALL - TOM IMHOLTE, ROBERT LINE, III – SUPERVISORS; Andrew Miller, Solicitor; Larry Barrick, Manager; Marge Metzger, Asst. Manager/Secretary/Treasurer; Glenn Kelso, Zoning & Codes Enforcement Officer.

ABSENT: Lorelei Coplen, Supervisor; Jason Reichard, Engineer; Bryan Swartz, Roadmaster.

VISITORS: Peggy Bower, Greg Bretzman, Robert Line's wife and 2 daughters.

1. CALL TO ORDER – Tom Imholte, as 2017 Chairman, called the meeting to order at 6:00 PM.

2. PLEDGE OF ALLEGIANCE - Those present cited the pledge of allegiance.

3. NOMINATION TO APPOINT A TEMPORARY CHAIRMAN

Bob Line nominated Tom Imholte as Temporary Chairman of the Board of Supervisors. The nomination was seconded by Tom Imholte and passed unanimously.

4. NOMINATE & ELECTION OF CHAIRMAN OF THE BOARD OF SUPERVISORS

Bob Line nominated Tom Imholte as Chairman of the Board of Supervisors for the 2018 calendar year. The nomination was seconded by Tom Imholte and passed unanimously.

5. NOMINATE & ELECTION OF VICE-CHAIRMAN OF THE BOARD OF SUPERVISORS

Bob Line nominated Lorelei Coplen as Vice Chairwoman of the Board of Supervisors for the 2018 calendar year. The nomination was seconded by Tom Imholte and passed unanimously.

6. OPENING ANNOUNCEMENTS

Chairman Imholte welcomed Bob Line as a new member of the Board of Supervisors. He appreciates Bob stepping forward to serve the Township. He further explained that this is how he views this position, as serving the Township and trying to operate in that aspect.

7. APPROVAL OF AGENDA

Chairman Imholte motioned to approve the agenda. The motion was seconded by Supervisor Line and passed unanimously.

8. CONSENT AGENDA:

MOTIONED TO APPOINT/RE-APPOINT:

- a) Township Manager – Larry Barrick, Jr.
- b) Assistant Manager– Marge Metzger
- c) Secretary/Treasurer – Marge Metzger
- d) Zoning & Codes Enforcement Officer – Glenn Kelso, Jr.
- e) Receptionist – Jennifer Luebbers
- f) Sewage Enforcement Officer – KPI Technology- Gilbert Picarelli
- g) Assistant Sewage Enforcement Officers –Leah Heine and Dominic Picarelli
- h) Roadmaster – Bryan Swartz
- i) Open Records Officer – Larry Barrick, Jr.
- j) Assistant Open Records Officer – Glenn Kelso, Jr.
- k) Township Solicitor & Compensation – MPL Law Firm ChristianMiller @ fee schedule

Legal Matters	\$130/hr.
Meetings	\$130/hr.
Travel Time to Meetings	Maximum ½ hr. No charge on return
Paralegal	\$105/hr.

- l) Planning Commission Solicitor & Compensation – MPL Law Firm @ fee schedule

Legal Matters	\$130/hr.
Meetings	\$130/hr.
Travel Time to Meetings	Maximum ½ hr. No charge on return
Paralegal	\$105/hr.

- m) Zoning Hearing Board Solicitor & Compensation – Steve Stine @ \$160 per hour
- n) Township Engineering Service & Compensation – C.S. Davidson @ fee schedule attached
 Please see attached. Note: This rate schedule is intended for fee ranges and estimating purposes. Actual billing rates are based on CS Davidson’s current multiplier and will vary by employee. Rates are effective from 01/01/18 through 12/31/18.
- o) Emergency Services Administrator & Compensation – Greg Bretzman @ \$375/quarter
- p) Assistant Emergency Services Administrator & Compensation – Ivan Bretzman @ \$375/quarter
- q) Local Emergency Management Coordinator – Earl Bock
- r) Assistant Local Emergency Management Coordinator – Larry Barrick, Jr.
- s) Cumberland County Tax Bureau Representative – Larry Barrick, Jr.
- t) Cumberland County Tax Bureau Alternate Representative – Marge Metzger
- u) Delinquent Fire Tax Collector – Carolyn McQuillen
- v) State Convention Voting Delegate – Larry Barrick, Jr.
- w) Supervisors available in a Laborer/non-supervisor hourly role – part time as required:
 Robert Line III
- x) Organizational Representatives:
 - 1) Municipal Advisory Board – Tom Imholte, Lorelei Coplen

- 2) Western Cumberland County COG – Larry Barrick, representative and Marge Metzger, alternate representative
- 3) Regional Emergency Services Task Force – Larry Barrick-representative
- 4) CCCTF on Regional Development – Larry Barrick
- y) Banks and Depositories:
 - 1) M&T Bank
 - 2) Orrstown Bank
 - 3) PLGIT
 - 4) F&M Trust
 - 5) BMO- First Bank of Montreal
- z) Conventions:
 - 1) SUPERVISORS (non-employees)
 - a) County Convention - \$50.00 per day, plus mileage expense Registration fee is paid by Township.
 - b) State Convention – Reimburse for actual expenses for meals and mileage. Registration fee is paid by Township. Up to 4 days compensation paid for total or partial replacement of Supervisors’ lost wages or salary while attending the State Convention, in accordance with Section 1402 of the Second Class Township Code.
 - 2) EMPLOYEES & OTHERS:
 - a) Seminars/Schools/Meetings – Hourly wage plus registration fee, mileage and meal expense reimburse with Township Manager approval prior to attendance.
 - b) Meetings – Hourly paid employee is paid overtime for meeting attendance if the meeting is on a scheduled workday, or a Saturday or Sunday following a 40 hour work week. If the meeting is on a non-scheduled workday, the employee is paid regular hourly rate.
- aa) Mileage and other expenses:
 - 1) Mileage rate - Adoption of the IRS Mileage Reimbursement rate effective January 1, 2018 at 54.5 cents per mile or any subsequent change as announced.
 - 2) Meals – Actual cost, not to exceed \$35.00 per day
 - 3) Lodging – Actual Expense, with Township Manager or Supervisors’ approval prior to attendance.
- bb) Commissions & Boards Expenses:
 - 1) PLANNING COMMISSION - \$25.00 per meeting
 - 2) ZONING HEARING BOARD - \$35.00 per meeting of 2 hours or less, \$15.00 for each additional hour

Chairman Imholte motioned to approve the consent agenda and to (re)appoint the individuals as noted on the consent agenda, to include designating Larry Barrick as the voting delegate for the state convention. Supervisor Line seconded the motion and it passed unanimously.

9. MOTION TO APPROVE WAGES FOR 2017, Effective January 1, 2018

Chairman Imholte motioned to approve the wages as approved in the 2018 budget. Supervisor Line seconded the motion and it passed unanimously.

10. TREASURER'S BOND

The Supervisors acknowledged the Treasurer's Bond that has been established in the amount of \$3 Million provided by H.A. Thompson Company.

11. BUSINESS:

1. The Board confirmed that **Zelenkofske Axelrod LLC** will be the Township accounting firm for the year 2017 as approved in Resolution 2015-12.

2. Positions on Various Boards/Committees

- **Planning Commission** 2 terms expire 12/31/2021,

Candidates: Paul Strizzi, Dennis Straub

Supervisor Line motioned to appoint **Dan Wyrick** to the **Planning Commission** with a term set to expire **December 31, 2021**. **Chairman Imholte** seconded the motion, but it was not approved because of a split vote of Supervisor Line as a yes and Chairman Imholte as a no.

Chairman Imholte motioned to appoint **Paul Strizzi** to the **Planning Commission** with a term set to expire on **December 31, 2021**. Supervisor Line seconded the motion, but it was not approved because of a split vote of Chairman Imholte as a yes and Supervisor Line as a no.

Chairman Imholte motioned to appoint **Dennis Straub** to the **Planning Commission** with a term set to expire on **December 31, 2021**. Supervisor Line seconded the motion and it passed unanimously.

- **Zoning Hearing Board** (1) – term expires 12/31/20

Candidate: Gerald Eby

Chairman Imholte motioned to appoint **Gerald Eby** to the **Zoning Hearing Board** with a term set to expire on **December 31, 2020**. Supervisor Line seconded the motion and it passed unanimously. Supervisor Line mentioned he has a lot of respect for Mr. Eby, who has a lot of time and knowledge in the Township.

-**Alternate Zoning Hearing Board** – No terms expire

- **Vacancy Board** 1 Yearly appointment

Candidate: Larry Foote

Chairman Imholte motioned to appoint **Larry Foote** to the **Vacancy Board** with a term set to expire on **December 31, 2018**. Supervisor Line seconded the motion and it passed unanimously.

- **Park & Recreation Committee** –

3 vacancies - 1 term expires 12/31/18, 1 term expires 12/31/20, and 1 term expires 12/31/22

Candidates: Molly Baehr – 12/31/20 term and Nathan Merkel – 12/31/22 term

Chairman Imholte motioned to appoint **Molly Baehr** to the **Park & Recreation Committee** with a term set to expire on **December 31, 2020**, and **Nathan Merkel** with a term set to expire on **December 31, 2022**. Supervisor Line seconded the motion and it passed unanimously.

- **Municipal Authority** – 1 term expires 12/31/2022

Candidate: Gerald Eby

Supervisor Line expressed his interest in being appointed to serve as a member on the Municipal Authority. Chairman Imholte and Supervisor Line would like to talk with the Municipal Authority members before making a decision on an appointment so this matter was tabled.

12. ADJOURNMENT:

Chairman Imholte motioned to adjourn the organizational meeting at 6:18 PM. The motion was seconded by Supervisor Line and passed unanimously.

Respectfully submitted,

Marjorie E. Metzger

Marjorie E. Metzger
Secretary/Treasurer

