



Dickinson Township
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BOARD OF SUPERVISORS MEETING July 17, 2023

PRESENT: LORELEI COPLEN, ROBERT LINE, III, ROB KOLE - SUPERVISORS; Larry Barrick, Manager; Marjorie Bear, Assistant Manager/Secretary/Treasurer; Glenn Kelso, Zoning & Codes Enforcement Officer/Public Works Director; Brandon Brookens, Assistant Zoning & Codes Enforcement Officer, Christian Miller, Solicitor.

ABSENT: Jason Reichard, Engineer

VISITORS: Dale Thomas

CALL TO ORDER & PLEDGE OF ALLEGIANCE

Chairwoman Coplen called the meeting to order at 6:00 P.M. The Pledge of Allegiance was recited by those present.

OPENING ANNOUNCEMENTS

- The Board of Supervisors held an executive session this evening from 5:34 PM to 5:56 PM for personnel matters.

APPROVAL OF AGENDA

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

APPROVAL OF MINUTES

Vice Chairman Line requested the word "complaint" be added to his statement on page 4, paragraph before the adjournment.

A motion was made by Chairwoman Coplen and seconded by Vice Chairman Line and unanimously passed to approve the June 19, 2023 minutes as amended.

CONSENT AGENDA

A motion was made by Vice Chairman Line and seconded by Chairwoman Coplen and unanimously passed to ratify the bills for July 3, 2023.

A motion was made by Chairwoman Coplen and seconded by Vice Chairman Line and unanimously passed to approve the bills for July 17, 2023.

CHAIRPERSON'S REPORT None

EMERGENCY SERVICES REPORT Report provided.

GENERAL PUBLIC INPUT: (non-agenda items)

Dale Thomas read a prepared statement concerning the June 18, 2023 email from township staff and comments made during the Supervisors June 19, 2023 meeting regarding the Zoning Hearing Board process and his application for a zoning permit. The email resulted in a good conversation with township staff, and the meeting provided further insight to the township operations such as internal steps to various processes and legal impacts of those processes. He suggested the Township provide a FAQ (frequently asked questions) document describing the process to be placed on the township website for public awareness. He also suggested the Board consider a primary and alternate date for the Zoning Hearing Board meetings to eliminate additional advertising costs. The Board thanked Mr. Thomas for attending and sharing his comments.

PUBLIC HEARINGS None

PLAN REVIEW/CONDITIONAL USE HEARINGS

NEW BUSINESS

1. Approval to Advertise Ordinance 2023-0X for the Updated Flood Plain Ordinance.

A motion was made by Chairwoman Coplen and seconded by Vice Chairman Line and unanimously passed to approve the advertisement of the Updated Flood Plain Ordinance.

2. Resolution 2023-0X Adoption of the Updated Personnel Manual.

A motion was made by Chairwoman Coplen and seconded by Vice Chairman Line, and then rescinded to table the adoption of the Updated Personnel Manual until the next meeting.

Supervisor Kole was not in favor of adding the two additional holidays to the schedule because the average holidays, vacation, sick, and personal time for other townships and private businesses are less than what Dickinson Township currently has. The budget process and tax that was established was not for the purpose of adding more holidays. Vice Chairman Line stated the State has 14 holidays, and Federal is similar. He is in favor of having 14 holidays. Chairwoman Coplen stated the Township should be cognizant of DEI (diversity equality inclusion). She suggested surveying the Township staff as to what 14 holidays they would prefer to have, which could be reviewed annually.

3. Lindenwood Park Trail Paving Bid Award

A motion was made by Chairwoman Coplen and seconded by Vice Chairman Line and unanimously passed to award the bid to pave Lindenwood Park Trail to Kinsley Construction at a price of \$88,800, as recommended by staff, which is under budget.

4. Discussion and direction on the use of a customer service survey

The Board discussed different approaches to following up with residents who interact with the Township on various matters such as filing applications for permits and filing complaints. Options include following up with a phone call, an email, and a survey questionnaire. A resident should be able to share their comments and feedback anonymously. The responses can be used to see where improvements can be made to make interactions with the Township better. The survey could be done internally by staff or possibly use an outside service to collect data. Staff was directed to provide some options and survey samples.

5. Discussion and direction for Residents survey for the use of mass email and/or social media

Manager Barrick pointed out that survey results are typically very low and mentioned the recent survey that was completed on mass email/social media that had a response rate of less than 1%.

The Board discussed the outcome of the recent survey that was put out for residents so the Board could gauge the interest in having a Township based social media presence. The survey also gauged the interest of setting up a mass email/text option for news and announcements.

A motion was made by Chairwoman Coplen and seconded by Supervisor Kole and unanimously passed to begin to build a mass email and texting list of residents. This will be done through the newsletter. The staff was directed to provide options for notifying residents, such as savvy citizen, mail chimp, email, texting, etc.

A motion was made by Chairwoman Coplen and seconded by Supervisor Kole and unanimously passed to establish social media through facebook, for notifying residents of Township interests and events. This would be for providing information only, and not for receiving comments.

6. Vacancy appointment to the Park & Recreation Board term to expire 12/31/2025

A motion was made by Chairwoman Coplen and seconded by Vice Chairman Line and unanimously passed to appoint Ed Rosenberry to serve on the Park & Recreation Board with a term to expire on 12/31/2025.

MANAGER'S REPORT

Manager Barrick reported that he and Zoning Codes Enforcement Officer Kelso attended the court proceedings for the auto accident that occurred at the intersection of Pine School Road and Route 34. The jury selection was completed and the hearing began. Mr. Kelso testified very well, and then the two of them were dismissed at the end of the day as the Township was removed as a defendant from the court case.

ASSISTANT MANAGER'S REPORT Nothing additional to report

TREASURER'S REPORT Nothing additional to report

ZONING OFFICER'S REPORT

Zoning/Codes Enforcement Officer Kelso reported the list of violations for Cherokee Campground are being worked on and the septic information was forwarded to the SEO. We are working on figuring out how many camp sites are in place and the eviction process has been started by the campground owner. There were full time residents.

Supervisor Kole asked for additional information to be provided on the monthly Zoning Officer's Report, especially for violations.

Chairwoman Coplen questioned the addressing for the mobile home parks. Zoning/Codes Enforcement Officer Kelso reported the one mobile home park on Pine Road has been notified of address changes. He is now working on two other mobile home parks and will complete the process by the end of the year.

Supervisor Kole commended Brandon Brookens for doing an excellent job at his first Zoning Hearing Board hearing.

PUBLIC WORKS DIRECTOR'S REPORT

Public Works Director Kelso mentioned the notification of the work to be completed on the railroad crossing on Mountain View Road at the beginning of August. Manager Barrick said this information will be shared on the Township website. The railroad is to put up signs notifying the public of the planned work, as well as notifying the school district and emergency services.

ENGINEER'S REPORT Nothing additional to report

SOLICITOR'S REPORT Nothing additional to report

SUPERVISOR'S REPORT Nothing additional to report

OLD BUSINESS

1. Food Processing Residuals (FPRs) and Biosolids update Nothing new to report.

2. Park & Rec and Carlisle School District vacant lot discussion Nothing new to report.

3. Future of Barnitz Mill Discussion Nothing new to report.

4. Trash Hauler Issues Nothing new to report.

5. Budget Nothing new to report

6. Power Rake Purchase Discussion and approval

A motion was made by Supervisor Kole and seconded by Chairwoman Coplen and unanimously passed to approve the purchase of the power rake skid steer attachment for \$6,900 from Groff Tractor & Equipment.

Dale Thomas thanked the Board for listening to his comments earlier. He attended Township meetings in the past that were angry, ugly meetings which were provoked from the public so he stopped attending.

ADJOURNMENT

A motion was made by Chairwoman Coplen and seconded by Vice Chairman Line and passed unanimously to adjourn at 6:52 PM.

Respectfully submitted,



Marjorie E. Bear
Asst Manager/Secretary/Treasurer

