



Dickinson Township  
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## BOARD OF SUPERVISORS MEETING September 18, 2023

**PRESENT:** LORELEI COPLIN, ROBERT LINE, III (Via Telephone), ROB KOLE - SUPERVISORS; Larry Barrick, Manager; Marjorie Bear, Assistant Manager/Secretary/Treasurer; Brandon Brookens, Assistant Zoning & Codes Enforcement Officer, Christian Miller, Solicitor.

**ABSENT:** Jason Reichard, Engineer; Glenn Kelso, Public Works Director/Zoning Codes Enforcement Officer

**VISITORS:** Charlie Westcott, Jen DeGaetano

### **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 DTWP Park and Recreation Board is seeking two volunteers to serve on their Board. Please contact the Township Office at (717) 486-7424 if you are interested in serving.
- Residents are encouraged to go out and support Yellow Breeches EMS for their Fall Community Open House being held on September 23, 2023, from 10:00 AM to 2:00 PM.
- Trick-or-treat Night will be held on Tuesday, October 31, 2023, from 6:00 PM until 8:00 PM.

### **APPROVAL OF AGENDA**

Chairwoman Coplen added Item #5 to New Business to discuss the minutes process.

**A motion was made by Chairwoman Coplen and seconded by Supervisor Kole and unanimously passed to approve the agenda, as amended.**

### **APPROVAL OF MINUTES**

**A motion was made by Chairwoman Coplen and seconded by Supervisor Kole and unanimously passed to approve the September 5, 2023 minutes.**

### **CONSENT AGENDA**

**A motion was made by Chairwoman Coplen and seconded by Supervisor Kole and unanimously passed to pay the bills for September 18, 2023.**

### **CHAIRPERSON'S REPORT**

Chairwoman Coplen congratulated the staff for their work with FEMA and the floodplain regulations, which was a long process. She appreciated the staff being on top of it and getting it done. Manager Barrick mentioned Zoning & Codes Enforcement Officer Kelso did a lot of the work through the process.

## **EMERGENCY SERVICES REPORT**

Charlie Wescott provided a report of the responses for July and August. He mentioned the number of storms that have gone through the area, causing a lot of trees and wires to be knocked down. He also mentioned a number of accidents occurring at the intersection of Burnt House Road and Route 174, which have all been driver error. Manager Barrick mentioned one tree has been removed to improve site distance.

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

**PUBLIC HEARINGS** None

**PLAN REVIEW/CONDITIONAL USE HEARINGS** None

## **NEW BUSINESS**

1. *Vacancy appointment to the Zoning Hearing Board term to expire 12/31/23 /candidate Mike Kistler.*

There was discussion concerning the process of interviewing and reviewing resumes of candidates for all appointed positions. Supervisor Kole expressed interest in having the Supervisors be involved in the interview and resume review process because of the various Board's being extensions of the Board of Supervisors. The Supervisors need to take ownership and accountability. Manager Barrick said the candidates get recommendations from the specific Board they are interested in serving on, as well as an invitation to attend the Supervisors meeting prior to their appointments. Vice Chairman Line was satisfied with reviewing the resumes but did not feel being a part of the interview process was necessary. Chairwoman Coplen was concerned with making the process more onerous to the applicant, especially when we struggle to get applicants. She suggested the Supervisors can actively recruit applicants for the various Board positions. The Supervisors agreed to hold a workshop in February for the purpose of meeting with the various chairpersons of the Board's to review the purpose and description of what is expected from the Boards and have an exchange of ideas.

**A motion was made by Chairwoman Coplen and seconded by Supervisor Kole and unanimously passed to appoint Mike Kistler to the Zoning Hearing Board, with a term expiring 12/31/23.**

2. *Renewal Approval of the Minimum Municipal Obligation (MMO) for the Dickinson Township Pension Plan (21-012-5N) for the Plan Year 2024.*

**A motion was made by Chairwoman Coplen and seconded by Vice Chairman Line and unanimously passed to approve the renewal of the Minimum Municipal Obligation (MMO) for the pension plan for 2024, as outlined in the memorandum from Secretary/Treasurer Bear dated September 18, 2023.**

3. *Propane Bids for the period October 18, 2023 to October 17, 2024.*

**A motion was made by Chairwoman Coplen and seconded by Vice Chairman Line and unanimously passed to award the propane bid to Kopyy's Propane at a fixed price of \$1.369/gallon for the period of October 18, 2023 to October 17, 2024.**

4. *Discussion to cancel October 2, 2023 BOS meeting.*

The Board agreed to cancel the October 2, 2023 Board of Supervisors meeting since the first budget workshop is scheduled for Tuesday, October 3, 2023.

5. *Discussion on Minutes Process – Verbatim vs. Summary*

Chairwoman Coplen said the minutes are presented in summary form, which is how it has been done for some time. On occasion, a Supervisor has attached a statement to the minutes, such as was done last year going into the budget process and allowing the Supervisors to share their position on the matter. This is the exception to the rule, and the summary minutes have been working. Vice Chairman Line mentioned any time he has had a concern or wanted a correction with the summary minutes it has been handled nicely. Supervisor Kole agreed that the summary minutes have been working.

There was discussion on the recordings of the meetings. Solicitor Miller said there is no legal requirement for them and suggested checking the retention schedule. It was suggested the recordings be available on the website until the approved minutes are posted. Manager Barrick mentioned he has the recordings saved on a hard drive in case there

are any right-to-know requests. The Board directed the Manager to present a suggestion of how long to keep recordings and to revisit the current policy and make recommended updates. The Board expressed interest in being as transparent as possible with the residents. This matter will be discussed in late October.

### **MANAGER'S REPORT**

Chairwoman Coplen asked for an update on the meeting with Cumberland County concerning the Comprehensive Plan. Manager Barrick said the area municipalities came together to review the County Comprehensive Plan and make suggestions for an update that would take the present large document to a much smaller version.

Chairwoman Coplen asked how social media options are going. Manager Barrick reported that facebook is up and running and a post is shared every couple days. The mass texting is scheduled to begin very soon and the newsletter will include all the information on the various social media avenues that are being put in place. Chairwoman Coplen suggested having posts to facebook from the various township departments so that all staff has a chance to shine. Supervisor Kole mentioned that comments are not permitted to be made on the facebook page and Chairwoman Coplen mentioned that residents can make a comment through Instant Message.

Supervisor Kole asked about the county radio program and Manager Barrick said a new tower will be erected in Dickinson Township on Ridge Road, which is DCNR property, and the old tower will be dismantled.

### **ASSISTANT MANAGER'S REPORT** None

### **TREASURER'S REPORT**

Supervisor Kole questioned the expense for the road project, which seems to be larger than what was budgeted for. Secretary/Treasurer Bear explained the road project was planned to be paid for by using monies from various avenues to include the General Fund checking, General Fund savings and ARP funds.

### **ZONING OFFICER'S REPORT**

Assistant Zoning & Codes Enforcement Officer Brookens reported that there was another meeting with the Cherokee Campground representatives today and things are going in a good direction.

Supervisor Kole questioned the status with the current building inspector. Manager Barrick stated the inspector that has been providing the service for a number of years has resigned. There are two new inspectors and there are questions and concerns of who is doing what so other options are being looked at.

### **PUBLIC WORKS DIRECTOR'S REPORT**

Chairwoman Coplen asked about the inspection that was done on Alexander Spring Road. Manager Barrick said preliminary review with the engineer was done to consider all options which include a full reconstruction, an overlay, widening of the road for safety concerns, tree removal, and concerns with the creek being located so close. This review is for future planning.

Supervisor Kole asked if it is too late to complete the cul-de-sac project. Manager Barrick stated the project is scheduled to be paved next week and the work was already planned and being lined up prior to the series of conversations held on this matter last week. The Township needs to decide how it will be paid for. PennDOT and the railroad have both provided the Township with \$7,500 each toward the project. The paving will be approximately \$19,000.

### **ENGINEER'S REPORT** None

### **SOLICITOR'S REPORT** None

### **SUPERVISOR'S REPORT** None

**OLD BUSINESS**

1. Food Processing Residuals (FPRs) and Biosolids update

Jen DeGaetano said she was representing the residents and shared that she has been in contact with Representative Barb Gleim on where to file complaints and she was thankful for the information. She understands that Representative Greg Rothman will be meeting with Representative Gleim within the next two weeks to be briefed on this matter. FPR's are a problem the residents are living with and many don't know what it is so she has been sharing information and urging them to file complaints as well. She mentioned methane infuser is just a band aid and more education is needed, which is what she is working on. She is a follower of the Township facebook page.

Chairwoman Coplen expressed the importance of getting the well water tested on a regular basis so there is a base line of data. This can be done through local well water companies, the county extension office, and the Penn State extension for a minimal fee or free. Manager Barrick mentioned that FPR's will be a topic for the legislators attending the Cumberland County Association of Township Officials (CCATO) in October. The Western Cumberland Council of Governments (WCCOG) has also contacted Representatives Torn Eckert and Barb Gleim.

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

3. Future of Barnitz Mill Discussion

Chairwoman Coplen said she has been contacted by the individual considering purchasing the mill and there is a site visit scheduled next week.

4. Trash Hauler Discussion

Manager Barrick said this matter will be on the agenda next month for discussion pertaining to going out for bids or considering the 5<sup>th</sup> year option of the current contract. Chairwoman Coplen asked the Manager to provide an idea of where bids may come in at. The current contract was the best bid we received at that time, which was more expensive than what we had at that time. Manager Barrick stated the hauler is pushing for the Township to take over the billing, which we are not staffed to be able to do.

5. Budget

Manager Barrick provided the Board with the first draft of the proposed budget this evening. He gave them four options to be able to see the numbers better. Option 1 is for full depth reconstruction of Peach Glen Road, using \$700,000 from the General Savings account. Option 2 is for full depth reconstruction of Peach Glen Road, using \$500,000 from the General Savings account. Option 3 is for doing a phase of Peach Glen Road, using \$300,000 from the General Savings account. Option 4 is to do nothing on Peach Glen Road and save funds to do the project at a later date. He said he is always available to the Board for discussion prior to the Budget Workshop.

**ADJOURNMENT**

**A motion was made by Chairwoman Coplen and seconded by Supervisor Kole and passed unanimously to adjourn at 7:06 PM.**

Respectfully submitted,

*Marjorie E. Bear*

Marjorie E. Bear  
Asst Manager/Secretary/Treasurer

