



Dickinson Township  
219 Mountain View Road, Mount Holly Springs, PA 17065  
Phone: (717) 486-7424 ♦ Fax: (717) 486-8412  
[www.dickinsontownship.org](http://www.dickinsontownship.org)

**ORGANIZATION MEETING  
BOARD OF SUPERVISORS  
MEETING  
JANUARY 2, 2024**

**ROLL CALL:**  Line-Supervisor  Kole-Supervisor  DeGaetano-Supervisor  
 Barrick-Manager  Bear-Assist Manager-Secretary/Treasurer  
 Kelso-Public Works Director  Brookens-Zoning & Codes Enforcement Officer  
 Hockenberry-Assistant Secretary/Treasurer  Miller-Solicitor  
 Reichard-Engineer

**1. NOMINATION TO APPOINT A TEMPORARY CHAIRPERSON**

**2. CALL TO ORDER: 6:00 P.M.**

**3. PLEDGE OF ALLEGIANCE:**

**4. NOMINATE & ELECTION OF CHAIRPERSON OF THE BOARD OF SUPERVISORS**

**5. NOMINATE & ELECTION OF VICE-CHAIRPERSON OF THE BOARD OF SUPERVISORS**

**6. OPENING ANNOUNCEMENTS**

**7. APPROVAL OF AGENDA**

**8. CONSENT AGENDA:**

**MOTION TO APPOINT/RE-APPOINT:**

- a) Township Manager - Larry Barrick
- b) Assistant Manager - Marge Bear
- c) Secretary/Treasurer - Marge Bear
- d) Zoning & Codes Enforcement Officer - Brandon Brookens
- e) Receptionist/Assistant Secretary/Treasurer - Laci Hockenberry
- f) Sewage Enforcement Officer - KPI Technology - Gilbert Picarelli @ fee schedule
- g) Assistant Sewage Enforcement Officers - Leah Heine and Dominic Picarelli @ fee schedule
- h) Public Works Director - Glenn Kelso
- i) Assistant Zoning and Codes Enforcement Officer – Glenn Kelso
- j) Open Records Officer - Larry Barrick
- k) Assistant Open Records Officer - Laci Hockenberry

- l) Township Solicitor & Compensation - MPL Law Firm Christian Miller @ fee schedule
- m) Planning Commission Solicitor & Compensation - MPL Law Firm @ fee schedule
- n) Zoning Hearing Board Solicitor & Compensation - Steve Stine @ \$160 per hour
- o) Township Engineering Service & Compensation - C.S. Davidson @ fee schedule

**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 01/02/24 through 12/31/24.

- p) Emergency Services Administrator - Charles E. Westcott @ \$525/quarter
- q) Assistant Emergency Services Administrator - Barry J. Shughart @ \$525/quarter
- r) Local Emergency Management Coordinator - Barry J. Shughart
- s) Assistant Local Emergency Management Coordinator - Earl Bock
- t) CCTB Representative - Larry Barrick
- u) CCTB Alternate Representative - Marge Bear
- v) Delinquent Fire Tax Collector - Carolyn McQuillen
- w) State Convention Voting Delegate - ????????
- x) Supervisors available in a Laborer/non-supervisor hourly role - part time as required???
- y) Organizational Representatives:

- 1) Municipal Advisory Board - ????????, Larry Barrick
- 2) Western Cumberland COG - Larry Barrick, representative and Marge Bear, alternate representative
- 3) Regional Emergency Services Task Force - Larry Barrick, representative

z) Banks and Depositories:

- 1) Orrstown Bank
- 2) PLGIT
- 3) F&M Trust
- 4) BMO- First Bank of Montreal

aa) 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:

- a) Seminars/Schools/Meetings – Hourly wage plus registration fee, mileage and meal expense reimbursement 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.

bb) Mileage and other expenses:

- 1) Mileage rate - Adoption of the IRS Mileage Reimbursement rate effective January 1, 2024, at the IRS suggested rate 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.

cc) 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

## 9. TREASURER'S BOND

Bond amount is \$3.0 Million provided by H. A. Thompson Co.

## 10. BUSINESS:

### a) Positions on Various Boards/Committees

- 1) **Planning Commission** - 2 terms, expire 12/31/27  
Candidate: Bob Line - seeking reappointment, term expires 12/31/2027  
Candidate: ??????
- 2) **Zoning Hearing Board** - 1 term, expires 12/31/26  
Candidate: Mike Kistler - seeking reappointment, term expires 12/31/26
- 3) **Alternate Zoning Hearing Board** - 1 Position  
Candidate: ??????
- 4) **Vacancy Board** - 1 term, Yearly appointment  
Candidate: Larry Foote
- 5) **Park & Recreation Committee** - 1 term, expires 12/31/2026  
Candidate: ??????
- 6) **Municipal Authority** - 2 terms, expires 12/31/2026 & 12/31/2028  
Candidates: Thomas Smith - seeking reappointment, term expires 12/31/2026  
Candidates: Nathan Merkle - seeking appointment, term expires 12/31/2028
- 7) **Agricultural Security Board** - No open positions

## 11. ADJOURNMENT