

RESOLUTION #2024-09

A RESOLUTION OF THE BOARD OF SUPERVISORS OF DICKINSON TOWNSHIP, CUMBERLAND COUNTY, PENNSYLVANIA, AMENDING THE ORDER OF BUSINESS FOR BOARD OF SUPERVISORS MEETINGS

WHEREAS, an agency may establish reasonable rules and regulations for the conduct of its meetings and the maintenance of order pursuant to the laws governing public meeting, 65 Pa. C.S. §§ 701, *et seq.* (the “Sunshine Act”); and

WHEREAS, Dickinson Township is an “agency” as defined by the Sunshine Act; and

WHEREAS, by Resolution #2024-09 adopted on the 21st day of October 2024, the Board of Supervisors of Dickinson Township established the current order of business for Board of Supervisors meetings as part of its Public Meeting Policy; and

WHEREAS the Board of Supervisors recognizes that effective management of municipal government meetings is crucial for ensuring transparency, efficiency, and public participation; and

WHEREAS the Board of Supervisors desires to amend the order of business for its meetings to further these goals;

NOW, THEREFORE, BE IT RESOLVED, that the Board of Supervisors of Dickinson Township hereby authorizes the following changes to the order of business for Board of Supervisors meetings:

The order of business, as outlined in Section 1 of the Public Meeting Policy, shall be established by resolution from this day forward.

The new order of business is as follows:

1. Call to Order

- **Purpose:** Officially start the meeting.
- **Action:** The Chairperson calls the meeting to order, marking the beginning of the proceedings. The meeting's start time is recorded.

2. Roll Call

- **Purpose:** Record the attendance of board members.
- **Action:** The Secretary or designated individual calls the roll, noting which board members are present, absent, or late.

3. Pledge of Allegiance

- **Purpose:** A formal expression of loyalty to the nation.
- **Action:** All attendees rise and recite the Pledge of Allegiance.

4. Opening Announcements

- **Purpose:** Provide general information or updates relevant to the meeting or community.
- **Action:** The Chairperson or designated official makes necessary announcements, including upcoming events, recognitions, procedural updates, and Act 65 Compliance.

5. **Agenda Approval**

- **Purpose:** Confirm the agenda for the meeting.
- **Action:** The Chairperson asks for a motion to approve the agenda. Board members may propose changes or additions, which must be seconded and voted upon.

6. **Public Comment (Agenda Items Only)**

- **Purpose:** Allow the public to speak on items listed on the agenda.
- **Action:** The Chairperson opens the floor for public comments related to the agenda, providing an opportunity for public engagement.

7. **Consent Agenda**

- **Purpose:** Efficiently handle routine, non-controversial items.
- **Action:** Items such as approval of minutes, bill ratifications, and payments are grouped into a single motion, reducing the time spent on routine matters.

8. **Board of Supervisors Reports**

- **Purpose:** Provide updates from each board member on their areas of responsibility.
- **Action:** Each Supervisor presents their report, ensuring that all aspects of municipal governance are covered.

9. **Public Hearings**

- **Purpose:** Facilitate formal public discussion on specific issues or proposed legislation.
- **Action:** Public hearings are conducted for matters such as zoning changes, ordinance enactments, or other issues requiring public input.

10. **Plan Review/Conditional Use Hearings**

- **Purpose:** Review development plans or conditional use requests.
- **Action:** The board reviews and discusses these plans or requests, followed by public input and board action.

11. **Commission, Boards, Committee Reports**

- **Purpose:** Provide updates on the work of various municipal committees.

- **Action:** Committee chairs present reports on recent activities, recommendations, and findings.

12. Staff Reports

- **Purpose:** Provide updates from key municipal staff members.
- **Action:** Reports are presented by the Manager, Assistant Manager/Treasurer, Solicitor, Engineer, Emergency Services, Road Master, and Zoning Officer. These reports keep the board informed of ongoing operations.

13. New Business/Request for Board Action

- **Purpose:** Introduce new topics or requests for formal board decisions.
- **Action:** Items such as authorization to bid, contract awards, ordinances, resolutions, and motions for approval are discussed and acted upon. Each item is presented with an agenda briefing, followed by a request for board action.

14. Old Business

- **Purpose:** Revisit unresolved issues from previous meetings.
- **Action:** The board discusses and acts on any outstanding matters that were not resolved in prior meetings.

15. Closing Announcements

- **Purpose:** Provide final updates or reminders before the meeting concludes.
- **Action:** The Chairperson or designated official makes any last-minute announcements.

16. Public Comments (Non-Agenda Items Only)

- **Purpose:** Allow the public to raise issues not covered in the agenda.
- **Action:** The Chairperson opens the floor for public comments on non-agenda items, providing another opportunity for public participation.

17. Executive Session (if necessary)

- **Purpose:** Discuss confidential matters that require privacy.
- **Action:** The board may enter an executive session to discuss legal, personnel, or other sensitive issues as authorized by 65 Pa. C.S. § 708. No decisions are made during this session; any decision must be made during the public meeting.

18. Adjournment

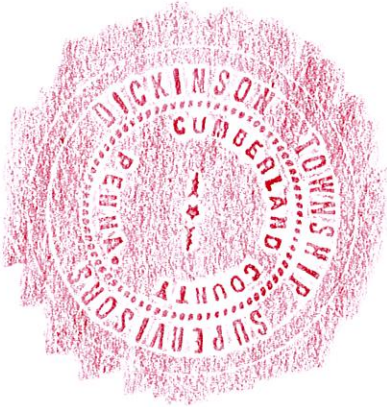
- **Purpose:** Officially end the meeting.

- **Action:** A motion to adjourn is made, seconded, and voted on. The Chairperson announces the adjournment, noting the time of conclusion.

ADOPTED this 21st day of October 2024 by the Board of Supervisors of Dickinson Township, Cumberland County, Pennsylvania.

Marjorie E. Bear

Marjorie E. Bear



R. Kole

Robert Kole

Robert Line III

Robert Line, III

Jennifer DeGaetano

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