

# BOS MINUTES

## Dickinson Township Board of Supervisors

November 18, 2024, Dickinson Township Meeting Room  
6:00 pm

### Attendance

#### Board Members:

Chairman Rob Kole, Vice Chairman Robert "Bob" Line III, Jen DeGaetano

#### Absent:

Jason Reichard, Engineer

#### Staff:

Lucas Martsolf, Marge Bear, Glenn Kelso, Laci Hockenberry, Abigail Miller,  
Matthew Boyer, Solicitor

**Visitors:** Judy Brough, Michelle Line, Harold Cooney, Beth Kikla, Marty Williams, Charley Westcott, Elizabeth Grant, Julie Quigley, Henry Koch, Christine Musser, Jonathan Daniels

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### Call to Order

Chairman Kole called the meeting to order at 6:00 PM. The Pledge of Allegiance was recited by those in attendance.

### Opening Announcements

- The Dickinson Township Zoning Hearing Board is seeking a volunteer to serve on their Board. If interested, please contact the Township at 717-486-7424 for more information.
- A reminder that more information about our community can be found on our website at [www.dickinsontownship.org](http://www.dickinsontownship.org)

### Agenda Approval

A motion was made by Supervisor DeGaetano and seconded by Chairman Kole and unanimously passed to approve the agenda.

### Special Presentation by The Friends of Barnitz Mill

Elizabeth Grant provided information on the Barnitz Mill, to include the history, establishment of the Friends of Barnitz Mill in 2023, accomplishments, opportunities of the mill being explored, community partnerships, why to preserve the mill, structural evaluations, options from the Parks Master Plan, funding sources and grant opportunities, request to the Board of Supervisors, feasibility study, and key findings. The Friends will continue with their community survey, documenting history, recruiting expertise to assist with attaining the

501.c.3 status, restoration costs, search for donors, grant writing, and increase knowledge on stewardship best practices. The options for the Supervisors are to continue restoration planning, table restoration and continue with the basic maintenance, or evaluating demolition.

Chairman Kole thanked the group for their hard work, with a lot being done this year. He appreciates what they are doing. No official action will be taken tonight, but the Board can talk about it. He is passionate about keeping the mill because once it is gone, you can't get it back. With the direction the Township is moving for 2025, they will have clarity for making decisions.

Supervisor DeGaetano thanked the group for coming and for the information provided. The mill is a big asset and she is excited to talk more about it.

Vice Chairman Line is interested in pursuing restoration planning and keeping the history of the Township.

### **Public Comment – Agenda Items Only**

Judy Brough asked for understanding of how the budget is proposed without going through a meeting or having any public discussion with the community and how that meets the Sunshine Act. Chairman Kole stated the questions will be answered by the end of the night.

### **Consent Agenda**

Vice Chairman Line questioned an October invoice for Korporate Computing where two mailboxes were downloaded, and asked for clarification of whose they were. Staff will review the invoice and provide information.

**A motion was made by Supervisor DeGaetano and seconded by Vice Chairman Line and unanimously passed to approve the October 21, 2024 minutes; to ratify the bills for November 4, 2024; and to approve the bills for November 18, 2024.**

### **Board of Supervisors Reports**

Chairman Kole mentioned the new format of the agenda briefing which provides more information without going through a lot of reports, which has been made available to the public. He thanked Interim Manager Martsolf and staff for their efforts in making the meetings better with this new layout.

Vice Chairman Line questioned if the West Cumberland Partners ASA appeal needs to be discussed in an executive session. Solicitor Boyer said there is nothing to discuss at this time and he is preparing the record to file.

Supervisor DeGaetano reported that the legislation on the FPR issue was passed by the House of Representatives but not by the Senate as there were no days left this year to take action. The process will begin again next year, with legislation needing approval from both the House and Senate. The Coalition will stay on top of it and provide information when provided.

**Public Hearings**      None

**Plan Review/Conditional Use Hearings**      None

### **Boards, Committee, and Authority Reports**

- a. Planning Commission – None

- b. Parks & Recreation – Julie Quigley announced the Bowling Event scheduled for February 6, 2025.
- c. Zoning Board – Zoning & Codes Enforcement Officer Miller stated there is an opening on the Zoning Hearing Board, as well as an alternate position vacancy.
- d. Municipal Authority – Harold Cooney and Bob Line both said they are doing fine.

### Staff Reports

**Managers' Report** – Nothing additional to report.

**Assistant Manager / Treasurer Report** - Nothing additional to report.

**Emergency Services Report** -Nothing additional to report.

**Roadmaster's Report** - Nothing additional to report.

**Zoning Officer's Report** - Nothing additional to report.

**Engineers Report** – Nothing to report

**Solicitors Report** – Nothing to report.

### New Business/Request for Board Action

- a. Motion to Adopt the preliminary 2025 Operating and Capital Budget & Authorize Advertisement for Public Inspection for 20 days.

Interim Manager Martsolf gave a presentation on the proposed budget and mentioned the line item budget was prepared by staff. Chairman Kole stated that Dan Connelly of Keystone Municipal Solutions provided a road map for the Township budget and financial plan, which is what he has been asking for. He thanked staff for adding the additional column to show year end estimates. The spread sheet will now be turned into a living document that will be the blueprint for the future. This is the beginning of the budget process, not the end because the capital projects will be discussed throughout the year.

Vice Chairman Line questioned the liquidity ratio and amount of reserve in this preliminary budget, which we should be working toward the 35-40% range. He expressed interest in providing some funding assistance towards the vehicle request for the Emergency Administrator, which is not in the proposal. He would like to have public deliberation on the proposed road projects and the employee rates and benefits so the Board knows how much to allot. He appreciated the projections for the large pieces of equipment. He mentioned the ARP funds that need to be spent in 2026 but they are projected out to 2027. He mentioned in the past the Township Engineer would attend and provide information on proposed road projects and assist the Board in making decisions for funding the projects. He was interested in more deliberation and including the public before approving a tentative budget. He met with the Interim Manager and the Public Works Director, but still would like to review the proposed budget in a public forum. The November 4<sup>th</sup> meeting should have been used to discuss the budget. Public Works Director Kelso explained the ARP funds will be transferred to the General Fund in 2024 to help defray the costs of the Peach Glen Road project because all ARP money must be under contract by the end of the year. We don't want to be in a position to have to return any of the money. There is a five year plan for the road projects, with some being very expensive, so next year is being backed down because of the proposed bridge project. Vice Chairman Line mentioned COLA and raises were never discussed. The Township has good employees and we want to maintain them. The proposed 3% covers the 2.5% COLA plus .5% increase. There are no merits included.

Chairman Kole stated the capital projects will be discussed throughout the year and input from the engineer is welcome, as well as the public. Supervisor DeGaetano said everyone can look at the proposed budget and reach out to staff with any questions. More information and details can be provided on where the money is going. This is the first step, and the public will have 20 days to review the proposed budget before it is adopted in December. Chairman Kole stated the budget received from staff is the plan for next year, with the line by line estimates. The operating costs are pretty much the same and staff costs are included in the proposal.

**A motion was made by Supervisor DeGaetano and seconded by Chairman Kole and passed by majority vote to approve the Preliminary 2025 Operating and Capital Budget for 2025 and to authorize advertisement for public inspection. Vice Chairman Line voted no.**

*b. Motion to Approve 2025 Calendar and Meeting Schedule for all Boards/Commission and Authorize Advertisement*

Chairman Kole suggested re-visiting this at the re-organization meeting in January to consider alternate days and to move away from Monday meetings.

**A motion was made by Vice Chairman Line and seconded by Supervisor DeGaetano, and passed unanimously to approve the 2025 calendar and meeting schedule for all Boards/Commission and authorize advertisement.**

*c. Burn Ban Discussion. Possible vote on Resolution 2024-10 to continue burn ban if warranted.*

Charley Westcott provided the emergency response report for October. His recommendation is to continue the burning ban through the end of the month. Solicitor Boyer explained the difference between a partial and full burning ban. The Board expressed interest in not interfering with residents being able to use the outdoor furnace options for heating their homes.

**A motion was made by Supervisor DeGaetano and seconded by Vice Chairman Line and passed unanimously to adopt Resolution 2024-10 which maintains the partial temporary burn ban initiated by the Township Fire Administrator.**

Chairman Kole mentioned the request for the vehicle to assist Mr. Westcott and the lack of follow up. There is a deficiency in the fire fund and putting the structure in place to handle it is part of the overall Capital Improvements Plan for next year. Interim Manager Martsof stated it would be good to take a look at all emergency services funding and where it is going. There will be no big spending until the Capital Improvements Plan is in place and the Board can make decisions with confidence. Vice Chairman Line suggested a small amount such as \$20,000 would not put an overall ding in the budget. Mr. Westcott said it all comes down to what the Township wants from the emergency services. Things were outdated and the previous Manager had asked him to work on bringing things up to speed and that is what he is trying to do in steps.

*d. Motion to accept Fuel Purchase for 2025*

**A motion was made by Supervisor DeGaetano and seconded by Vice Chairman Line and passed unanimously to approve the fuel purchase quote from Aero Energy for biodiesel and 89E10 gasoline for 2025.**

*e. Agriculture Security Area (ASA) 7 Year Update*

Vice Chairman Line questioned the goal because there has never been a review of the ASA. He is not in favor of the expense. There is no board requiring this be done. Solicitor Boyer said it is a statute requirement of best practices to do it. Vice Chairman Line was hesitant because of the last ASA. The Township is a farming community. He is not in favor of how the farmers are being contacted and is concerned with losing more farmland this way. Supervisor DeGaetano mentioned it is just making sure all the requirements are met and cleaning up the rules and educating. It is a housekeeping matter. Zoning/Codes Enforcement Officer Miller stated if the farmer doesn't respond to the letter they will remain in the ASA program.

**A motion was made by Supervisor DeGaetano and seconded by Chairman Kole and passed by majority vote to approve the 7 year update to the Agriculture Security Area program at an expenses of approximately \$2,000. Vice Chairman Line abstained.**

*f. Accept Resignation of Lisa Feerrar from Zoning Hearing Board*

**A motion was made by Supervisor DeGaetano and seconded by Vice Chairman Line and passed unanimously to accept the resignation of Lisa Feerrar from the Zoning Hearing Board.**

*g. Authorization to Advertise for the Manager Position*

**A motion was made by Supervisor DeGaetano and seconded by Vice Chairman Line and passed unanimously to authorize the advertisement for the Township Manager position.**

**Old Business**           None

**Closing Announcements**   None

**Public Comments - Non-Agenda Items Only**

Beth Kikla stated she could not get the agenda from the website. Staff explained the process and will check the website.

Harold Cooney questioned if the Keystone financial report is on the website, and the response was yes. The budget report presented this evening will also be made available on the website, as well as the tentative budget prepared by staff.

**Executive Session**   None

**Adjournment**

**A motion was made by Supervisor DeGaetano and seconded by Vice Chairman Line and passed unanimously to adjourn at 7:36 PM.**

Respectfully submitted,

Marjorie E. Bear  
Asst Manager/Secretary/Treasurer