

## BOS MINUTES

### Dickinson Township Board of Supervisors

April 2, 2025, Dickinson Township Meeting Room  
6:00 pm

#### Attendance

##### Board Members:

*Chairman Rob Kole, Vice Chairperson Jennnifer DeGaetano, Robert "Bob" Line III*

##### Absent:

*Jason Reichard, Engineer*

##### Staff:

*Jill Lovett, Glenn Kelso, Laci Hockenberry,  
Matthew Boyer, Solicitor*

**Visitors:** *Harold Cooney, Charley Westcott, Michelle Line, Roseann Peffer, Stephen Tiley, Benjamin Kirk,  
Michael Wadel, Kirby Witmer*

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#### Call to Order

Chairman Kole called the meeting to order at 6:00 PM.

#### Opening Announcements

- To receive important information from the Township, residents can sign up for the mass text alert system on the Township website.
- 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 Vice Chairperson DeGaetano and seconded by Supervisor Line and unanimously passed to approve the agenda for the April 2, 2025 meeting.

#### Public Comment – Agenda Items Only - None

#### Consent Agenda

Supervisor Line noted that Engineer Reichard was present during the March 5, 2025 and requested the minutes be corrected. A motion was made by Vice Chairperson DeGaetano and seconded by Chairman Kole and unanimously passed to approve the minutes for the March 5, 2025 meeting as amended, to ratify the March 14, 2025 bills and to pay the April 5, 2025 bills.

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**Board of Supervisors Report**

Chairman Kole thanked staff for all their hard work during the trash change over. He encouraged residents to stay patient during the process.

Vice Chairperson DeGaetano stated that she has received a lot of complaints recently regarding the FPRs. She noted that legislation is still in the works, and everyone is being encouraged to continue submitting the complaints. Vice Chairperson DeGaetano provided a phone number for DEP of 1-866-255-5158 and the PA Farm Bureau of 717-761-2740 which residents can utilize as well for complaints. Chairman Kole agrees and encourages people to continue to call. Supervisor Line echoed his agreement on the FPR comments.

**Public Hearings**

*ASA 7-Year Review*

Chairman Kole opened the hearing at 6:08pm for public comment. With no public comments the hearing was closed at 6:09pm. Administrative Operations Officer Kelso explained that the parcels were reviewed by the Planning Commission & the ASA Advisory Committee. He explained that three had requested to be removed and three were removed due to no longer meeting the required criteria. The purpose of the ASA 7-year review is to ensure a more accurate record and helps to clean up any modifications between the Township and Cumberland Counties Records.

**Plan Review/Conditional Use Hearings**

*Preliminary/Final Subdivision Plan for the Carolyn F. Kenworthy Estate.*

Michael Wadel from Wadel Mell was present and explained that the plan is a simple lot addition. He explained that the Kenworthy property joins the Lutz Estate. There were minor revisions made, and they addressed Township Staff, Cumberland County Planning, and the Township Engineers comments. They are requesting 3 waivers. Supervisor Line noted that they have gone before the Planning Commission, and they recommend approval.

**Chairman Kole motioned to grant the waiver request of a modification of Chapter 178-18.D which requires existing features within 200ft of the subject property to be shown, the modification of Chapter 178-55 which requires carbonate areas be identified, and any associated hazards addressed, and the modification of Chapter 178-51.B for steep slope delineation. The motion was seconded by Supervisor Line and passed unanimously.**

**Chairman Kole motioned to approve the Preliminary/Final Subdivision Plan for the Carolyn F. Kenworthy Estate. The motion was seconded by Supervisor Line and passed unanimously with the following Staff recommendations. Staff suggests that a condition of plan approval be based on the applicant adhering to any outstanding comments from the Township staff, the Township Engineer, and the Cumberland County Planning Departments review letters; that a condition of plan approval be based on the applicant paying the park and recreation fee; Staff suggests that a condition of plan approval be based on the applicant paying in full all administration fees, inclusive of application fees, plan review and inspection charges, within sixty (60) days following the date of written notice from the Township of any administration fees. Final plans will not be signed or released for recording until all administration fees are paid in full.**



Preliminary/Final Land Development Plan for Blue Ridge Mennonite Church Building Expansion

Michael Wadel, from Wadel Mell explained that the property is located at 2514 Walnut Bottom Rd. It is a single structure that is used as a church on Sundays and a school for the remainder of the week. The plan is to propose an 80'x104' addition which will be used for the school and the existing structure will remain as the church. They are also proposing to expand the parking lot to 90 spaces. There are three waivers being requested. Solicitor Boyer noted that Cumberland County Planning had indicated concerns over the underground propane tanks and asked if those were being removed? Michael Wadel explained that they will do an exploratory dig prior to any construction to identify the exact location of the tanks. Solicitor Boyer recommended a condition of plan approval be based on removing the tanks if they are in close proximity to the building as indicated on the plan. Michael Wadel stated that he does not believe that the applicant would be opposed to moving the tanks if the board chose to implement an isolation zone. Chairman Kole questioned the park and rec fee and had some concerns with how excessive the amount is at \$14,000 and suggested waiving the fee. Supervisor Line agreed with Chairman Kole and suggested relooking at the policy.

**Chairman Kole motioned to waive the requirement to construct the emergency accesses outlined in the original land development plan. The motion was seconded by Vice Chairperson DeGaetano and passed unanimously.**

**Chairman Kole motioned to grant the waiver request of a modification of Chapter 178-51D which limits disturbance to 30% of the areas which possess existing natural slopes between 15% & 25%. The motion was seconded by Vice Chairperson DeGaetano and passed unanimously.**

**Chairman Kole motioned to waive the park and recreation fee for the Preliminary/Final Land Development Plan for the Blue Ridge Mennonite Church Building Expansion. The motion was seconded by Vice Chairperson DeGaetano and passed unanimously.**

**Chairman Kole motioned to approve the Preliminary/Final Land Development Plan for the Blue Ridge Mennonite Church Building Expansion, Vice Chairperson DeGaetano seconded, and it passed unanimously with the following staff recommendations. Staff suggests that a condition of plan approval be based on the applicant adhering to any outstanding comments from the Township staff, the Township Engineer, and the Cumberland County Planning Departments review letters; that a condition of plan approval be based on the applicant to move the propane tanks if they are in too close proximity; that a condition of plan approval be based on the applicant providing the financial security to the Township; Staff suggests that a condition of plan approval be based on the applicant paying in full all administration fees, inclusive of application fees, plan review and inspection charges, within sixty (60) days following the date of written notice from the Township of any administration fees. Final plans will not be signed or released for recording until all administration fees are paid in full.**

Preliminary/Final Land Development Plan for Three CG, LLC

Benjamin Kirk from Burgett & Associates explained that the plan is a vacant 1.048-acre tract off of Kuhn Drive. The applicant is proposing two office spaces with a garage unit that will include on-lot sewage, connection to public water and a stormwater plan. Burgett Associates has provided an E&S plan and lighting plan. Mr. Kirk noted that per Planning Commission's recommendation, they have shown the existing easements on the plan, a truck turn template has been provided, and a list of trees have been noted on the plan. Mr. Kirk



explained that the majority of the comments from Township staff, Cumberland County Planning and the Township Engineer have been addressed. Mr. Kirk stated that they had included a note on the plan about the sidewalks, but they can provide a deferral or keep the note depending on what the Township prefers. Public Works Director Kelso noted in effort to keep things consistent the Township would prefer a note on the plan regarding the sidewalks.

**Vice Chairperson DeGaetano motioned to grant the waiver request of 178-40.A(1) which states that sidewalks shall be provided along all street fronts within the Mixed Use (MU) Zone. Chairman Kole seconded the motion, and it passed unanimously.**

**Vice Chairperson DeGaetano motioned to grant the waiver request of 178-55.B. Which requires a carbonate hazard mapping assessment. Chairman Kole seconded the motion, and it passed unanimously.**

**Chairman Kole motioned to approve the Preliminary/Final Land Development Plan for Three CG, LLC; Robert Line seconded, and it passed unanimously with the following staff recommendations. Staff suggests that a condition of plan approval be based on the applicant adhering to any outstanding comments from the Township staff, the Township Engineer, and the Cumberland County Planning Departments review letters; that a condition of plan approval be based on the applicant providing the financial security to the Township; Staff suggests that a condition of plan approval be based on the applicant paying in full all administration fees, inclusive of application fees, plan review and inspection charges, within sixty (60) days following the date of written notice from the Township of any administration fees. Final plans will not be signed or released for recording until all administration fees are paid in full.**

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

- a. Planning Commission – Supervisor Line invited everyone to attend the Planning Commission meeting scheduled for Wednesday April 9, 2025. The Planning Commission plans to continue discussions on FPRs. They would like to help mitigate the issue and would like to see testing done to get a baseline on the water and soil.
- b. Parks & Recreation – The Park & Recreation Board has scheduled a Buy, Sell, Eat event for Saturday, May 10, 2025. Anyone who is interested in a yard sale space can call the Township office.
- c. Zoning Board – Nothing to report
- d. Municipal Authority – Nothing to report.

#### **Staff Reports**

**Managers' Report** – Manager Lovett reported that the Lindenwood grant application has been submitted and staff has worked through changes and believes that it is much more appealing and are excited. Chairman Kole commended staff on their collaborative work with Larson Design Group. She noted that staff has six interviews scheduled for April 3<sup>rd</sup> and 4<sup>th</sup> for the Zoning Officer position. Manager Lovett also announced that Receptionist/Secretary/Treasurer Hockenberry has announced her resignation.

**Treasurer Report** – Nothing additional to report.

**Emergency Services Report** – Charley Westcott provided the board with the February 2025 report. Citizens Fire Company – 13 calls, Union – 2 calls, Penn – 2 calls, Yellow Breeches EMS – 21 calls,



Cumberland-Goodwill EMS – 11 calls. He noted that on a recent incident on interstate I-81 where a car went between the North bound and South bound lanes and ended up on landing on Shag Bark Lane. He noted that this has happened twice now, and he said he is unsure if a barrier would be possible. Manager Lovett will make PennDot aware of it and see if there is anything they can install to prevent it. Chairman Kole raised his concern over the intersection of Burnt House Rd and West Old York Rd. Emergency Services Administrator Westcott stated that he is unsure what more can be done and noted the trees that were removed were a big help. There was a brief discussion on the Cumberland Golf Course and the concern for the height of the nets. Manager Lovett will look into what can be done to have either higher nets or barriers installed due to safety concerns. Supervisor Line noted that he had his car hit with a golf ball there and when he brought it up to the owners, he was basically told that it was up to his auto insurance company to fix the damage caused by the ball.

**Public Works Report** – Nothing additional to report.

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

**Engineers Report** – Nothing additional to report

**Solicitors Report** – Nothing to report.

#### **New Business/Request for Board Action**

a. Resolution 2025-07 Designating Depositories & Authorized signors

**A motion was made by Chairman Kole and seconded by Vice Chairperson DeGaetano and passed unanimously to adopt Resolution 2025-07, which authorizes Manager Lovett as a signor on banking accounts.**

b. Resolution 2025-08 Authorized Online Banking Administrator

**A motion was made by Chairman Kole and seconded by Supervisor Line and passed unanimously to adopt Resolution 2025-08, which authorizes Manager Lovett as the Authorized Online Banking Administrator.**

c. Resolution 2025-09 Manager Administration

**A motion was made by Chairman Kole and seconded by Supervisor Line and passed unanimously which delegates and authorizes Manager Lovett to execute certain routine and administrative contracts and agreements on behalf of the Township.**

d. Resolution 2025-10 ASA 7-Year Review

**A motion was made by Chairman Kole and seconded by Vice Chairperson DeGaetano and passed unanimously to approve the Dickinson Township Agricultural Security Area proposal with additions, deletions and modifications.**

e. 2025/2026 Road Material & Line Painting Bid Award

The board reviewed Public Works Director Kelso's memo dated March 19, 2025 which outlined the prices received through the Road Materials Bids requested through the WCCOG for Dickinson Township.

**A motion was made by Chairman Kole and seconded by Vice Chairperson DeGaetano and passed unanimously to approve the 2025-2026 bids for Road Materials and Line Painting.**

*f. ASA Appeal Settlement by West Cumberland Partners, LLC*

Solicitor Boyer gave a brief explanation that the application was submitted for the Township ASA and was denied by the Board of Supervisors. West Cumberland Partners, LLC filed an appeal and the applicant, and the Township have been in settlement talks. Solicitor Boyer explained that the denial was based on public outcry. The applicant has stated that they do not, nor do they intend to spread FPRs on this property. West Cumberland Partners, LLC offered to allow the testing of the soils through a thorough investigation. Solicitor Boyer noted that the applicant and the Township entered into a settlement agreement. If the Board of Supervisors accepts the agreement there will be a public statement & they have provided an affidavit. Solicitor Boyer also noted that the applicant will have to go through submittal process again, but the plan would be expedited. Supervisor Line questioned why the applicant would need to resubmit it? Solicitor Boyer explained that due to it being denied it ended the process. If the applicant and Township agree to a settlement the only way to get it approved would be to go back through the process.

**Chairman Kole motioned to approve the ASA appeal settlement presented by West Cumberland Partners, LLC. The motion was seconded by Supervisor Line and passed unanimously.**

**Old Business - None**

**Closing Announcements** – Manager Lovett noted that as we windup the trash change over, Apple Valley Waste will be adding additional pickups in an effort to clean up any leftover trash. Please contact the Township office with any questions or concerns.

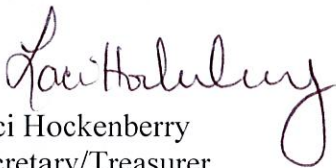
**Public Comments - Non-Agenda Items Only – None**

**Executive Session - None**

**Adjournment**

**A motion was made by Vice Chairperson DeGaetano and seconded by Chairman Kole and passed unanimously to adjourn at 7:08 PM.**

Respectfully submitted,



Laci Hockenberry  
Secretary/Treasurer

