

**FRANKLIN TOWNSHIP YORK COUNTY PA  
BOARD OF SUPERVISORS (BOS)  
REGULAR MEETING MINUTES  
November 13, 2024 - 6:00 PM**

( A ) Chair Mark Wenrich ( X ) Vice Chair Dave Buckwash ( X ) Supvr. Duane Anthony ( X ) Supvr. Tom Keefer  
( A ) Supvr. Paula Kostick ( X ) Solicitor Bret Shaffer ( X ) Secretary Traci Kauffman ( X ) Engineer Phil Brath  
( A ) ZO Wayne Smith ( X ) Treasurer/Asst. Sec. Pam Williams

Call to Order – November 13, 2024, Franklin Township BOS Meeting was called to order at 6:20 pm by Mark W. The meeting was held in person at 150 Century Lane, Dillsburg, PA. Visitors in attendance are listed on the meeting sign-in sheet.

Pledge of Allegiance and Prayer – Pledge and prayer were led by Dave B.

Police – Chief Lash provided a written report and showed a video of the progress of the new Police Headquarters. There were 123 calls, six crashes and forty-two traffic stops for the month.

Approval of Minutes – A motion was made by Dave B. to approve the Budget meeting minutes of September 19, 2024 as written. Second by Duane A. There was no discussion. Motion carried.

A motion was made by Dave B. to approve the CUH 2024-3 meeting minutes of October 9, 2024 as written. Second by Duane A. There was no discussion. Motion carried.

A motion was made by Dave B. to approve the CUH 2024-5 meeting minutes of October 9, 2024 as written. Second by Duane A. There was no discussion. Motion carried.

A motion was made by Dave B. to correct page 2 to read, "Second by Tom K." of the BOS Regular Meeting Minutes of October 9, 2024 under Subdivision and Land Development and the motion for the conditional approval of the Final Minor Subdivision Plan for the Boy Scouts of America. Second by Tom K. There was no discussion. The motion carried.

Public Comment – Rex Bickley from the Dillsburg Public Library was present to inquire why the Township has not provided the usual donation for 2024 to the library. The funds were frozen to use for the building renovations and this year’s budget has not been completed.

Daryl Jones from Warrington Meats inquired as to whether he might use the parking lot that is being developed as part of their land development plan for the upcoming holidays for parking. Phil B. the engineer will go take a look at it and make sure everything is stable. The BOS indicated that he could use it for the holidays but using it will need to be revisited after the holidays.

A motion was made by Dave B. to temporarily suspend the restrictions in the enforcement letter of not parking on the new stone parking lot for 60 days and it can only be used for two (2) rows of parking. Second by Duane A. This can be revisited in January. The motion carried.

**Organization Reports:**

FIRE – No report was provided.

EMA – Laurin Fleming provided a verbal report.

Bret S. will be providing the Hazard Mitigation Resolution that the county is requesting each Township sign at a future meeting.

A motion was made by Dave B. to adopt the resolution as written by York County for their Hazard Mitigation Plan. Second by Duane A. There was no discussion. The motion carried.

DAA – Written minutes were provided. Calvin Hipp submitted his letter for reappointment to be the Township DAA Representative.

EMS – Penn State – A written report was provided.

ROADMASTER REPORT – A written report was provided.

PARKS & REC – There was an October meeting. A new Chairperson needs to be appointed for 2025.

BCO/ACS – A written report was provided.

LAND & SEA SERVICES – A written report was provided. There are only a few things left for Land & Sea to finish. They should be completed by the end of the year.

A question was raised for 121 Capitol Hill Road that the permit is two years old. Phil B. indicated that they are getting finished with their Stormwater. Discussion ensued. The office staff will research this situation further.

ZO/CEO Report – A verbal and a written report was provided by Wayne S., please see the report attached to the meeting packet.

Engineer – A written report was provided.

CUH 2024-6,7,8,9 need a date and time chosen for their hearing. The hearings will be December 11, 2024 at 5:45p.m. consecutively with one starting right after the other and the BOS meeting to immediately start following the hearings.

Subdivision and Land Development –

Gerald & Marjorie Jones Final Land Development will be provided next month.

531 Clear Spring Road Final Subdivision Plan will be provided to the BOS at the December meeting.

Approval & Payment of Bills – A motion was made by Dave B. to approve and pay the bills. Second by Duane A. There was no discussion. The motion carried.

Treasurer's Report – A motion was made by Dave B. to approve the Treasurer's Report. Second by Tom K. There was no discussion. The motion carried.

Treasurer's Memo –

- Information was provided on the volunteer firefighter tax credit. This needs to be established by ordinance if approved. Discussion ensued. This item was table for further review.
- There is a CD maturing in January and permission wanted to research for better interest rates.

A motion was made by Dave B. to give Pam W. the authorization to research financial institutions for the best interest rate for the maturing CD. Second my Duane A. There was no discussion. The motion carried.

- The old Pension Fund is still frozen, and the BOS is currently checking every quarter for the buyout figures. As of 12/21/24 the buyout would be \$366,195.11. The assets are higher at \$386,742.87. There is a difference of \$17,551.76. Discussion ensued. The BOS will wait for more information to be provided.
- The Township was not chosen for the RACP Grant or the LSA grant for the building renovations. Since the grants were not received, the BOS has learned that the land across the street from the Township is available for purchase. Discussion ensued. More research will be conducted to see if this land would be more suitable for constructing a new building instead of only renovating the current building.
- The ARPA Funds must be obligated by December 31, 2024.

A motion was made by Dave D. to allow the ARPA Funds to be divided between the Northern York County Regional Police Department and the Northern York County Regional Fire & Rescue obligations so that the money is allocated, and we do not have to return it. Second by Tom K. There was no discussion. The motion carried.

A motion was made by Dave B. to accept the General Fund Budget and authorize permission to advertise it. Second by Duane A. There was no discussion. The motion carried.

Solicitor's Report –

Solar Ordinance was forwarded to the BOS by the PC for review. Discussion ensued.

A motion was made by Dave B. to forward the Solar Ordinance to the York County Planning Commission (YCPC) for review. Second by Duane A. There was no discussion. The motion carried.

Review Ordinance to Amend Forms – YCPC did not feel comfortable in reviewing this ordinance. Bret S. will speak with PSATS to see if this ordinance is even needed. Discussion ensued. He will provide more information at a later date.

The Employee Handbook is still being reviewed.

The SFTF Update/Review is still being worked on and should be completed by the end of the year.

The Engineer indicated that a Bog Turtle Survey needs to be completed again for the Water Street Project. Discussion ensued.

A motion was made by Dave B. to allow a Bog Turtle Specialist at a cost of approximately \$2,000.00 to survey for Bog Turtle Survey for the Water Street Project. Second by Tom K. There was no discussion. The motion carried.

There was no need for an Executive Session.

New Business –

- Township Christmas Luncheon - A motion was made by Dave B. to allow the Christmas Luncheon to be held on December 6, 2024 at noon. Second by Duane A. There was no discussion. Motion carried.

Old Business –

Office procedures were discussed:

- Building Improvements were discussed earlier.
- The Per Capita Tax Form will be reviewed again at a later meeting after changing the word exoneration to exemption and several other amendments are made. Discussion ensued.
- The request for carpet and ceiling tile replacement in the meeting room will be tabled until the December meeting.

Correspondence – There was no correspondence.

Adjournment – A motion was made by Dave B. at 7:46p.m. to adjourn. Second by Duane A. There was no discussion. Motion carried.

Executive Session was held following the meeting and no decisions will be made.

Respectfully submitted,

*Traci Kauffman*

Traci Kauffman, Secretary

Franklin Township