

**FRANKLIN TOWNSHIP YORK COUNTY PA
BOARD OF SUPERVISORS (BOS)
REGULAR EETING MINUTES
December 11, 2024 - 6:00 PM**

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

Call to Order – December 11, 2024, Franklin Township BOS Meeting was called to order at 6:15 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 Mark.

Executive Session – The BOS went into an Executive Session at 6:16 pm to discuss a personnel issue. The BOS returned at 6:39 pm.

Mark thanked Paula for her year of service on the Board of Supervisors and proceeded to accept her resignation.

A motion was made by Mark to accept Paula’s resignation from the Board of Supervisors. Second by Tom. There was no discussion. The motion carried.

A motion was made by Mark to appoint Kevin Cummings to the Board of Supervisors for one year to December 31, 2026. Second by Tom. There was no discussion. The motion passed.
Dave abstained based on procedures used, not the candidate.

Pam swore in Kevin Cummings to be able to participate in the meeting.

Police – Chief Lash provided a verbal and written report. There were 114 calls, seven crashes and 1,175 calls year-to-date in Franklin Township.

Approval of Minutes – A motion was made by Tom to approve the Budget meeting minutes of October 17, 2024. Second by Duane. There was discussion regarding changing the word exoneration to exemption. Motion passed. Kevin abstained as he was not a BOS Supervisor at that time.

A motion was made by Duane to approve the BOS regular meeting minutes of November 13, 2024. Second by Mark. There was a discussion regarding ZO/CEO Report-there should be comm added after Wayne S. Motion passed. Kevin abstained as he was not a BOS Supervisor at that time.

A motion was made by Dave. to approve the BOS Fee Schedule meeting minutes of November 20, 2024 as written. Second by Mark. There was no discussion. Motion passed. Duane abstained as he was not present for that meeting. Kevin abstained as he was not a BOS Supervisor at that time.

Public Comment – There was no public comment.

Organization Reports:

FIRE – No report was provided.

EMA – Laurin Fleming provided a verbal report.

DAA – Written minutes were provided, and Calvin provided a verbal report.

EMS – Penn State – A written report was provided.

ROADMASTER REPORT – A written report was provided. The garage refrigerator broke down and the price was under the limit of expenditures and Mark gave him permission to purchase a new refrigerator.

Two signs were requested for Franklin Church Road. Discussion ensued. With the church’s written permission, it was decided that a “chevron” sign be placed at the end of their parking lot.

PARKS & REC – There was no November meeting.

BCO/ACS – A written report was provided.

LAND & SEA SERVICES – A written report was provided.

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

Engineer – A written report was provided.

CUH 2024-10 need a date and time chosen for their hearing. The hearing will be January 15, 2025 at 5:30p.m. and the BOS meeting to immediately start following the hearing.

Subdivision and Land Development –

531 Clear Spring Road Final Subdivision Plan was provided to the BOS. Phil's comment letter was reviewed. Discussion ensued. The 130-acre parcel has been put into York County Farm and Land Trust preservation and is limited on future subdivisions. It is also Clean and Green.

A motion was made by Kevin to grant waivers (and modifications for deferrals) for the Final Minor Subdivision Plan for 531 Clear Springs Road dated 7/11/2024, last revised 11/5/2024 as per Phillip Brath's Comment Letter dated November 26, 2024, including waivers 1, 2a, 2b, 3, 4, and 5. Second by Dave. There was no discussion. The motion carried.

A motion was made by Kevin to conditionally approve the Final Minor Subdivision Plan for 531 Clear Springs Road dated 7/11/2024, last revised 11/5/2024 conditioned on satisfying comments in Phillip Brath's letter dated November 26, 2024 including:

III. Comments or Corrective Items – comment numbers 1 through 4

IV. Outside Agency Approvals – comment number 1

V. Administrative Comments – comment number 1 through 4

Second by Duane. There was no discussion. The motion carried.

Joseph Machine-595 Range End Road – Time extension granted to June 30, 2025.

A motion was made by Mark accepting the time extension granted by Joseph Machine. Second by Kevin. There was no discussion. The motion carried.

Gerald P. & Marjorie L. Jones Final Land Development plan was provided to the BOS. Phil's comment letter was reviewed. Discussion ensued. Warrington Meats will be required to place river stone between the roadway and the parking lot so the marked PennDot approved entrance into the parking lot will be used.

A motion was made by Kevin to grant waivers and modification for the Final Land Development Plan for Gerald P. & Marjorie L. Jones dated 6/7/2024, last revised 10/15/2024 for the Board of Supervisors meeting as per Phillip Brath's Comment Letter dated December 5, 2024, including waivers 1-2. Second by Mark. There was no discussion. Also, the Solicitor needs to be provided a copy of the legal descriptions for review. The motion carried.

A motion was made by Dave to conditionally approve the Final Land Development Plan for Gerald P. & Marjorie L. Jones dated 6/7/2024, last revised 10/15/2024 conditioned on satisfying comments in Phillip Brath's Letter dated December 5, 2024, including:

III. Action items, Comments or Corrective Items – comment numbers 1 and 2

IV. Administrative Comments – comment numbers 1 through 3.

Second by Duane. There was no discussion. The motion carried.

Information was received regarding PennDot making bridge repairs on 194 from March to October 2025 and Bypass Road possibly being used as an alternate route. PennDot has a plan for the alternate route and Bypass Road will not be used.

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

Treasurer's Report – A motion was made by Mark to approve the Treasurer's Report. Second by Kevin. There was no discussion. The motion carried.

Treasurer's Memo –

- A Fire Fighter Tax Credit for 200 logged hours could either be issued through EIT or Real Estate and will mean less tax coming to the Township. EIT can be processed through the York Area Tax Bureau. Real Estate can be processed through the tax collector. Discussion ensued.

A motion was made by Kevin to draft an ordinance for a Fire Fighter EIT Tax Credit up to a maximum of \$500.00. Second by Duane. There was no discussion. The motion carried.

- ARPA money must have a resolution for supplemental appropriations for the 2024 budget. The resolution shows the police budgeted amount of \$355,769.26 and the fire company partial budgeted amount of \$58,603.76 for a total of \$414,373.02.

A motion was made by Dave to pass Resolution 2024-13 for Supplemental Appropriations for the 2024 Budget specifically contractual payments for 2024 to Northern York County Regional Police Department in the amount of \$355,769.26 and the Northern York County Fire and Rescue for the payment of the partial budgeted amount of \$58,603.76 for a total amount of \$414,373.02. Second by Duane. There was no discussion. The motion carried.

- The 2025 General Fund, State Highway, and Parks and Recreation Budget public review time is over, and the budgets need to be adopted.

A motion was made by Mark to adopt the 2025 General Fund Budget, the State Highway Budget and the Parks & Recreation Budget. Second by Duane. There was no discussion. The motion carried. Kevin abstained.

- The Defined Benefit Pension cost of terminating will be available until after the rates come out close to the end of December. In the beginning of April an actual buyout number can be provided. The Defined Benefit Pension plan will stay frozen until April.
- The LSA Grant was resubmitted as it was last year. We will be requesting letters of support from local officials.
- The Liquid Fuels Audit was done but there are no results yet.

A motion was made by Duane to accept the 2025 MMO for the Non-Union Pension Plan. Second by Dave. There was no discussion. The motion carried.

- The Board of Auditors (BOA) pay will begin in 2025. Brian and Peter are eligible for \$10.00 and Maureen is eligible for \$18.00. Brian indicated he would like to decline being paid.

A motion was made by Mark to accept Brian's decline of being paid for being on the BOA Second by Duane. There was no discussion. The motion carried.

- Act 94 of 2024, the Second-Class Township Code is amending the salary caps for Supervisors. The raise would be for any new elected or newly appointed supervisors. The new cap is \$4,190.00. This will be revisited at the January 2025 meeting.

Solicitor's Report –

Review Ordinance to Amend Forms – One ordinance will be done and sent back to York County for review.

The Employee Handbook is still being finalized.

The SFTF Update/Review is still being worked on and should be ready in January.

Bret will be at Water Street on December 19, 2024 to observe the representative looking for Bog Turtles.

The Solar Ordinance is still at York County Planning Commission being reviewed.

There was no need for an Executive Session.

New Business –

- The resignation of Paula Kostick was taken care of earlier in the meeting.
- The extending of the trash contract will be revisited at the Reorganization meeting on January 6, 2025. Discussion ensued.
- The letters were not reviewed because the decision was made for the BOS vacancy at the beginning of the meeting.

Old Business –

Office procedures were discussed:

- Land across the street from the Township building is currently for sale. The Township has asked for the right of first refusal. An authorized appraiser will need to be used to determine the value of the land.

A motion was made by Kevin to have a certified appraiser to appraise the land across the street not to exceed a cost of \$3,000.00. Second by Mark. There was no discussion. The motion carried.

- The LSA and RACP grants are being resubmitted.
- LowV security cameras/systems meet the National Defense Authorization Act criteria of not having any Chinese technology.
- The Tax Exemption form will be posted on the website and available in the office.
- The cleaning contract has expired, and more information will be provided.
- The carpet and ceiling tile need to be replaced in the meeting room. This will be put out for bid.

Correspondence – The BOS has decided not to donate to the York County Envirothon or the Suicide Prevention Alliance. The PA Housing Plan Action Survey was completed by Dave. The BOS does not wish to have a contract with the SCPA.

Adjournment – A motion was made by Dave B. at 9:13p.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