

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

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

Call to Order – September 11, 2024, Franklin Township Board of Supervisors Meeting was called to order at 6:00 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 W.

Police – Chief Lash provided a written report and verbal report.

Amendment to Ordinance No. 5 of 2002 –

A motion was made by Dave B. to approve Ordinance #2024-3 An Ordinance Amending Ordinance No. 5 of 2002 Pertaining to Driveways and Excavating or Other Work in Public Roads. Second by Mark W. There was no discussion. The motion carried.

Approval of Minutes – A motion was made by Dave B. to approve the BOS regular meeting minutes of August 14, 2024 as written. Second by Duane A. There was no discussion. Motion carried.

Public Comment – Scott Buchle from Penn State EMS answered questions regarding why consumables used by the Fire Company are not replaced upon the ambulance arriving. They are no longer allowed to do the one for one exchange, it is a regulatory issue.

Organization Reports:

FIRE – A written report was provided. There were forty calls for August and 261 calls for the year. In the Township there were seven calls for August and 64 for the year.

EMA – No report was provided.

DAA – Written minutes were provided.

EMS – Penn State – A written report was provided and Scott Buchle highlighted items on the written report.

ROADMASTER REPORT – A written report was provided.

An estimate was presented for line painting from D. E. Gemmill.

A motion was made by Duane A. to approve the \$4,700.00 estimate for line painting from D. E. Gemmill. Second by Dave B. There was discussion regarding which roads would be painted, possibly Tuckahoe Road and Chainsaw Road. The motion carried.

PARKS & REC – We need more people on the Commission and need to advertise again to recruit more volunteers.

A motion was made by Dave B. to advertise for volunteers for the Parks & Recreation Commission. Second by Duane A. There was discussion on how long to advertise.

An amended motion was made by Dave B. to advertise for volunteers for the Parks & Recreation Commission for two weeks. Second by Duane A. There was no more discussion. The motion carried.

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 S. Please see the report attached to the meeting packet.

National Flood Insurance Program – A routine evaluation of your Flood Plain Management Program needs to be reviewed with someone from PEMA within a two-hour block of time. Our Ordinance indicates that Wayne

Smith is the Flood Plain Manager, the Engineer and his company assists with the Flood Plain issues. Permission needs given for the Engineer's office to attend due fees being incurred.

A motion was made by Dave B. to authorize our Engineer's office to participate in the National Flood Insurance Program outlined in the August 28, 2024 email. Second by Duane A. There was no discussion. The motion carried.

Engineer – A written report was provided.

The Planning Commission provided the amended Solar Ordinance to be reviewed by the BOS. This will be revisited later in the meeting.

The MS4 Waiver was submitted that is due every five years.

Subdivision and Land Development –

595 Range End Road – Joseph Machine was granted their special exception and their variances by the Zoning Hearing Board.

11-15 Rocky Ridge Road – This plan was withdrawn by the applicant.

A motion was made by Duane A. to accept the withdrawal of the plan titled Final Plan 11-15 Rocky Ridge Road dated 5/16/2024. Second by Dave B. There was no discussion. The motion carried.

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

Treasurer's Memo – A motion was made by Mark W. to accept the Treasurer's Memo. Second by Dave B. There was no discussion. The motion carried.

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

Treasurer's Memo –

The Treasurer is authorized to apply for the Recycling Grant.

The second Budget Meeting will be 9/19 at 6:00 p.m.

There is a check in the outstanding bill list for the renewal of the FCC license. There is a third party doing the renewal at a cost of \$115.00. We have never used a third party to renew the FCC license.

The Happy Hollow playground set was delivered on September 5th. The Spin max was supposed to be sent on September 10th.

Information was provided on the electric procurement event held for COSTARS clients on August 8, 2024.

The Township received a Game Commission payment of \$2,918.40 for the difference between what they paid in 2023 and what was established by Act 34 after the final payments were sent.

APRA Funds must be obligated by December 31, 2024 and expended by December 31, 2026.

Solicitor's Report –

Resolution 2024-9 Right-to-Know Request Policy was provided for approval.

A motion was made by Dave B. to approve Resolution 2024-9 A Resolution Establishing a Right-to-Know Request Policy. Second by Mark W. Section 5 covers information regarding anonymous requests. The motion carried.

Judah Batts at 129 Century Lane has requested a Conditional Use Hearing.

It was decided to hold Conditional Use Hearing 2024-3 and 2024-5 on October 9, 2024 starting at 5:45 p.m. with CUH 2024-5 following as soon as CUH 2024-3 is completed and the regular BOS meeting to start immediately after the hearings.

The SFTF updates are being worked on and should be completed by next month.

The Employee Handbook will be reviewed as soon as it is received by the Solicitor.

The Solar Ordinance will be reviewed by the Solicitor and sent back to the Planning Commission.

Bennington MHP/Brookshire MHP was filed with the court.

The Attorney for the Millers filed papers to leave the Water Street case open. The case is still with DEP.

New Business –

- A request was made for training for the office staff.

A motion was made by Duane A. to approve the training of Public Meeting, Policies and Township Savings: A One-Stop Workshop on 10/17/2024 from 9:00 a.m. to noon at the cost of \$55.00 each. Second by Mark W. There was no discussion. The motion carried.

- The date for the Fee Schedule meeting will be October 23, 2024.
- The date for CUH 2024-3 was scheduled earlier in the meeting.
- No donation will be made to the Adams Rescue Mission.

Old Business –

At the end of September, the RAC-P grants will be presented.

Office procedures were discussed:

- Exhibit C within the SALDO needs to be revised to provide more information. Bret will look at the Ordinance and see if changes can be made to the forms or if we need a resolution to make amendments.
- Different variations of ordinance and resolution updates were located on the shared drive in numerous locations. They have been archived and the most current version is on the shared drive.
- A meeting will be held with LowV in regard to cameras being placed in the parks.
- The tax exoneration is still being reviewed, will follow other exonerations in the area and be determined by the tax collector.
- The Solicitor will provide a copy of the Northern York County Regional Plan opt out letter.
- Jason Stamm, Stamm Solutions, has indicated that he could help us update our website.

- We have no policy for the park pavilion rental if someone wants to cancel and be issued a refund.

A motion was made by Duane A. that if the Township is notified 30 days before the rental date of the pavilion, we will refund their money. Second by Dave B. This decision will be added to the fee schedule. The motion carried.

- The article for the LGAC Newsletter article has been provided to York County and was well received.
- SPCA is having a virtual town hall meeting over the next several weeks and a link can be sent if you wish to attend.
- It was decided that the secretary need not attend the Zoning Hearing Board hearings and take minutes because the entire meeting is transcribed by the stenographer.

Correspondence – There was no correspondence.

Adjournment – A motion was made by Dave B. at 7:20 p.m. to adjourn. Second by Duane A. There was no discussion. Motion carried.

An Executive Session was held following the adjournment. No decisions were made.

Respectfully submitted,

Traci Kauffman

Traci Kauffman, Secretary
Franklin Township