

**FRANKLIN TOWNSHIP YORK COUNTY PA  
BOARD OF SUPERVISORS (BOS)  
REGULAR MEETING MINUTES  
April 12, 2023  
6:00 PM**

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

**Call to Order:**

April 12, 2023, Franklin Township Board of Supervisors (BOS) 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.

**Approval of Minutes –**

**A motion was made by Naomi D. to approve the BOS Special Meeting Minutes of February 22, 2023.**

**Second by Dave B.**

Discussion: Approval based upon the second paragraph from the bottom being changed from Joint “Rescue” Committee to the Joint “Steering “ Committee.

**The motion carried.**

**A motion was made by Naomi D. to approve the BOS Special Meeting Fire company Minutes of March 13, 2023.**

**Second by Dave B.**

There was no discussion.

**The motion carried.**

**A motion was made by Naomi Decker to approve the BOS Regular Meeting Minutes of March 8, 2023.**

**Second by Dave B.**

There was no discussion.

**The motion carried.**

**A motion was made by Duane A. to approve the Conditional Use Hearing 2023-2 Meeting Minutes of March 8, 2023.**

**Second by Dave B.**

There was no discussion.

**The motion carried.**

**Police –**

A verbal report was provided by Chief Lash, a written Monthly Activity Report, and a Statistical Recap was submitted for March 2023. The UTV was used for the fire on the mountain. Thank you to Twp. office staff for their help with the addressing situation of 611 Braggstown Road and 389 County Line Road. There will be information provided regarding financing of the new police building so everyone is aware of what is happening. Chief Lash indicated the safety issues with Route 15 while the construction is happening.

**Public Comment (written request pertaining to Agenda items only) –**

Mr. Wayne Kober, 65 Brittany Lane made comments regarding Lexington Fields.

**Organization Reports:**

**Fire –** A written and verbal report for March 2023 was provided by Chief Morales. There were forty-six calls for the month of March and ten were in the Township, for a yearly total of thirty-three in the Township. There are six individuals starting classes to become fire fighters. This month there are classes, trainings, and meetings with equipment providers. There was discussion regarding the mountain fire. Chief Morales will get 911 dispatch to put a “pin” on the Braggstown/County Line Road address to make it easier to send emergency vehicles there.

**EMA –** There was no report.

**Zoning Officer Report –** A March 2023 written and verbal report was provided by Wayne S.

**EMS – Penn State –** There were written reports for January, February, and March provided.

**BC0/ Land & Sea Services –** March 2023 written report was provided by Land and Sea Services, LLC.

**Engineer’s Report –** A March 2023 written and verbal report was submitted by Phil B. Carroll Township will be looking into placing a brake retarder sign on S. Baltimore Road (Route 194).

**Route 15** – There is nothing new to report.

**Subdivision and Land Development** – Dillsburg Warehouse Land Development Plan was withdrawn in Carroll Township. They plan to reapply in Industrial areas in Carroll Township and Franklin Township.

595 Range End Road – Joseph Machine Company plans are ready to be signed and recorded at the courthouse.

11 ByPass Road – On April 11, 2023, at the Planning Commission meeting the Commission recommended to deny the plan based on a Zoning issue, the plan could not go forward to be approved with an open zoning issue. There was no time extension, so the PC had to act on the plan.

**A motion was made by** Mark W. to add Calvin Hipp to the agenda to submit his DAA Report.

**Second by** Dave B.

There was no discussion.

**The motion carried.**

**DAA** – Calvin Hipp thanked the BOS for allowing him to represent the Township on the DAA. He provided a verbal report. New regulations are coming from DEP/EPA to identify lead and or any pipes with copper alloy that may have lead. This needs to be completed by October 2024. Discussion ensued.

**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 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 Memorandum** – Pam W. provided a letter from the Tax Collector Rhonda Harpster regarding per capita tax reimbursement. She currently receives .25 cents per bill and is requesting .75 cents per bill. Discussion ensued.

**A motion was made by** Duane A. to compensate Rhonda Harpster at the .75 cent rate per tax bill instead of .25 cents per tax bill.

**Second by** Mark W.

Discussion: Solicitor Bret S. will research what Rhonda is proposing and how this was set up before. There is a question regarding whether or not this can be implemented for this calendar year. The second by Mark W. was withdrawn.

**A new motion was made by** Mark W. to table the motion made by Duane A. until next month's meeting.

**Second by** Duane A.

There was no discussion.

**The motion carried.**

A copy of the Audit information was provided in the Treasurer's memo. There were two issues. The first is that it was recommended under the Internal Control Issues that the time sheet for Pam W. should be signed by a Supervisor. Dave B. will sign her timesheet. The second issue was Adjusting Journal entries that need to be removed. Pam W. would like to reach out to SEK to be able to do that and there may be an additional cost.

**A motion was made by** Mark W. to allow Pam W. to do whatever needs done to fix the Journal Entries.

**Second by** Dave B.

There was no discussion.

**The motion carried.**

There was reminder the ARPA funds must be obligated by December 31, 2024 and expended by December 31, 2026.

A Clean & Green parcel and value packet was included from York County.

Pam W. will be out of the office 5/22 to 5/26 (available by email and phone).

**Roadmaster's Report** – The Roadmaster is requesting permission to advertise for the Road Paving and Stone bid. Discussion ensued. The Tar & Chip/Paving bid is to be tabled until costs are provided. The Stone bid can be put out for advertising.

**A motion was made by** Mark W. to allow the advertising to go out for the Stone bid.

**Second by** Duane A.

There was discussion regarding placing one advertisement to save money. The bid must provide road names, linear feet, etc. The Roadmaster was called to verify information for Tar & Chip/Paving. The written copy will be provided to the BOS and Phil B. for review tomorrow.

**A new motion was made by Mark W.** to allow both the Tar & Chip/Paving and the Stone bid to be advertised.

**Second by Duane A.**

There was no discussion.

**The motion carried.**

**Solicitor's Report –**

**Ordinance Repeal Pre-UCC (Uniform Construction Code) Building Permit Requirements –** This has been provided for review and be signed upon approval by the BOS members.

**A motion was made by Mark W.** repeal the Pre-UCC Building Permit Requirements and approve Ordinance 2023-1

**Second by Dave B.**

There was no discussion.

**The motion carried.**

**CUH 2023-2 Joseph Machine Company –** The Joseph Machine Company decision for Conditional Use Hearing 2023-2 needs to be signed.

**Zoning Amendment Updates –** Zoning Amendments/Ordinances were reviewed by the Planning Commission (PC) and a few comments/recommendations for the Accessory Dwelling Unit will be provided after the next PC meeting in May. The PC is still reviewing the Solar Ordinance.

The Combined Ordinance (ELECTRONIC MESSAGE CENTERS, MARIJUANA DISPENSARIES AND GROWING/PROCESSING FACILITIES, AND KENNELS, VETERINARIAN OFFICES, ANIMAL HOSPITALS AND PET CEMETERIES) will be discussed at the next PC meeting on May 9, 2023.

**SFTF Update –** Will be discussed in Executive Session..

**Drug /Alcohol Policy –** No new information.

**Millage Increase –** Resolution/Ordinance package that addresses what was decided at the Special Meeting regarding the tax to cover the Fire Company. The Ordinance will be replaced with a Resolution to place all real estate taxes in one place. It will not take anything off the books if someone owes for 2023 and prior, but this Resolution would cover from 2024 and going forward. Any amendments going forward would be made by Resolution. Bret S. wanted permission to advertise for the amendment. The BOS wanted to review the Resolution and a decision will be made at the May meeting on advertising.

**A motion was made by Mark W.** to table the Resolution/Ordinance package and permission to advertise until the May meeting.

**Second by Dave B.**

There was no discussion.

**The motion carried.**

**Executive Session –** No Executive Session was needed at this time.

**New Business:**

**PSATS 2023- Proposed By-Law Amendment for a Dues Increase –** This By-law amendment was provided for the BOS to review.

**A motion was made by Mark W.** to support the PSATS 2023 proposed By-Law amendment for a dues increase..

**Second by Duane A.**

There was no discussion.

**The motion carried.**

**York County Farm Bureau Support of Resolutions for PSATS Annual Conference –** This was provided for the BOS to review. Phil B. gave a brief explanation of this resolution. Discussion ensued. The BOS is not in support of this because it will come at a cost to the municipality.

**Resolutions for PSATS Conference & Nominees for Office –** The BOS will discuss these Resolutions later in the meeting.

**Old Business:**

**Building Improvements –** Jesse Suders will be contacting the county to research any low interest rate loans that would be available for building improvements/renovations while he is still working on our RACP grant.

**Office Procedures –** Dave B. would like to attend a Broadband Webinar about expanding broadband to your community and will cost \$30.00.

**A motion was made by Mark W.** to approve Dave B. participating in the Broadband Webinar for \$30.00.

**Second by Duane A.**

There was no discussion.

**Dave B. abstained due to the fact he is making the request.  
The motion carried.**

**Proposed Rules for Parks** – A list was presented by the Parks & Rec Commission regarding changes to the park rule signs. Discussion ensued. A separate “no parking on grass” sign was suggested.

**A motion was made by Mark W.** to keep the rule signs as they are and get a secondary sign that says, “no parking or driving on grass.”

**Second by Duane A.**

There was no discussion.

**The motion carried.**

**Correspondence –**

**York County 2023 Annual Action Plan Meeting** – This was provided for informational purposes.

**Carroll Township Transportation Meeting** – Carroll Township will be holding a meeting to discuss the proposed amendment to the Official Map and transportation related issues related to the Route 15 corridor. This meeting will be held Wednesday, April 19 at 6:00 p.m. Discussion ensued.

**Realtors Assoc. of York & Adams Counties, Inc.** – This was provided for informational purposes only and a complete copy is in the file for any BOS member to review.

**ADD ON ITEMS** – There was none.

**Public Comment** – There was none.

**Executive Session:**

An executive session was held regarding the SFTF update starting at 8:06 p.m. and ending at 8:22 p.m. No decisions were made.

**Resolutions for PSATS Conference** – The BOS reviewed each resolution and provided voting information to the secretary as the voting delegate at the PSATS General Conference on April 25, 2023.

**Adjournment:**

**A motion was made by Mark W.** at 9:25 p.m. to adjourn.

**Second by Dave B.**

There was no discussion.

**The motion carried.**

Respectfully submitted,

*Traci Kauffman*

Traci Kauffman, Secretary  
Franklin Township