

**FRANKLIN TOWNSHIP YORK COUNTY PA
BOARD OF SUPERVISORS (BOS)
REGULAR MEETING MINUTES
August 10, 2022**

FINAL

Call to Order:

The August 10, 2022, Franklin Township Board of Supervisors (BOS) Meeting was called to order at 7:20pm by Chairman Mark Wenrich. The meeting was held via Zoom and in person at 150 Century Lane, Dillsburg, PA. Visitors in attendance are listed on the meeting sign-in sheet.

Roll Call:

Present: Chairman Mark Wenrich, Vice Chairman David Buckwash, Supervisor David Christensen, Supervisor Duane Anthony, Supervisor Naomi Decker, Engineer Phillip Brath, Zoning Officer Wayne Smith, Secretary Traci Kauffman, Treasurer/Asst. Secretary Pam Williams, Solicitor Bret Shaffer,

Absent: No one.

Pledge of Allegiance and Prayer – Pledge of Allegiance was led by Chairman Mark Wenrich and Prayer was led by Supervisor Naomi Decker.

Executive Session: An Executive Session was held after the Conditional Use Hearing and before the Board of Supervisor Meeting addressing a Personnel Issue and a legal question regarding legal procedure.

Approval of Minutes – There were no minutes to be approved.

Public Comment (written request pertaining to Agenda items only) – Brittany Ritchey of Next Level Sports Camps & Clinics, LLC was present to discuss possibly using Century Lane and Ponderosa Park for her sports camps and clinics. She is licensed and insured, and she and the coaches have all their background checks and clearances. She provided a written proposal for use of the Township parks. Discussion ensued. The BOS determined that she would need to attend a Parks & Recreation meeting and confer with them regarding the use of the fields.

Organization Reports:

Police –

A written Monthly Activity Report was submitted for June 2022. A written Statistical Recap for June and Year-to-Date Recap for 2022 was provided. Chief David Lash provided a report. Chief Lash indicated the Mental Health Co-responder has been chosen and will start on September 12, 2022. The Police Department received Accreditation and only 13% of police departments in PA have their accreditation. Discussion ensued.

Fire – Chief Hector Morales gave a brief report on a call on August 4, 2022 regarding a brush fire. It was intended to be a controlled burn. The resident, a Mr. McDermitt of S. Baltimore Street (Route 194) was attempting to burn grass clippings and became hostile when the fire company tried to approach and put out the fire. The fire fighter called and requested that the Chief respond quickly and radioed York County and advised that PD was needed. NYCRPD was called and arrived to de-escalate the scene. The individual did not want the fire put out and was verbally abusive and placed his tractor between the firefighters and the burning grass clippings. He was given a citation. A written report by two bystanders other than the Chief is provided in the meeting packet for future reference.

A written Monthly Municipality, Personnel Incident, and Incident Report by zone, day, and hour was provided for July 2022.

Chief Hector Morales reported for the month of July, they ran thirty-one calls, eight for the Township for a total of seventy-six for the 2022 year. Chief Morales discussed the need to order a new fire engine due to increasing costs and because it takes two years to have it built. They will be providing more information to the Townships regarding the engine and the costs associated with it. Chief Morales indicated that it would be a good idea to put out a burn ban for the next thirty days, but the Township has no way of informing the public. The BOS decided to indicate on the website to use caution while burning and reference the non-emergency number (717) 854-5571 for a controlled burn.

EMS – Penn State – A July 2022 Emergency Medical Services written report was provided.

Emergency Management – No report provided.

Engineer's Report – A July 2022 written report was submitted by Engineer Phil Brath.

Route 15 – Engineer Phil Brath received the lighting plan and he and Supervisor Duane Anthony will review it for the lighting near the jug handles.

SFTS/Inspection and Reporting Process – Engineer Brath has a procedure and will review it with Solicitor Brett Shaffer.

Amended Ordinances – Solar Ordinance was provided in written form. The draft that came from the Planning Commission wording was for a Principal Solar Energy System. A PSATS model ordinance was called a Large-Scale

Solar Energy System and there was discussion regarding if there is a need to have a minimum lot size. Discussion ensued. This ordinance will be resubmitted to our Planning Commission and sent to the York County Planning Commission.

A motion was made by Chairman Mark Wenrich to resubmit this ordinance to our Planning Commission and then send to the York County Planning Commission and authorize setting a public hearing for October's BOS Meeting to take a vote on the ordinance.

Second by Supervisor Dave Christensen.

Discussion: The time will be during the regular meeting.

The motion carried.

Kennels/Vet Clinic – This is an amended version of Kennels/Vet Clinics and is a modification of Section 435A and also Animal Hospitals Section 404. The licensing requirements were provided for commercial, private and dealer kennels. The amendments were reviewed from the written copy provided. Discussion ensued. The recommendation was made to send this ordinance to our Planning Commission and to York County Planning Commission with the proposed amendments for review and comments. It does not need to be returned to our Planning Commission.

A motion was made by Chairman Mark Wenrich to send the amended Kennels/Vet Clinic Ordinance to York County Planning Commission for review and comments.

Second by Supervisor Naomi Decker.

Discussion: There was no discussion.

The motion carried.

Electronic Signs – This is an addition to the current ordinance regarding electronic signs/message centers. We currently need to review the whole ordinance but at this time it is important to get this information for electronic signs/message centers into the already existing ordinance. Discussion ensued. A definition needs provided for the amendment to the electronic signs/message center ordinance.

Our solicitor will pull the County information regarding the electronic signs/message center and the kennels/vet clinics and will not be sending these to York County Planning Commission for review at this time.

Subdivision and Land Development –

The Sturbridge Phasing Schedule has been reviewed and is the same as last year. There is no action required where the phasing has not changed, it just needs to be submitted every year. The Solicitor indicated that he believed that a phasing schedule greater than 5 years had originally been proposed, prior to the original plan denial and litigation, and that the original phasing schedule had not been one of the reasons the plan was originally denied. Discussion ensued with the Solicitor directed to review the phasing.

Dillsburg Warehouses – Charlie Courtney and William Aiello of the Crossroads Development Plan were present to provide the concept plans and provide information. They presented the proposed plans for the warehouses and provided additional information. There will be four buildings but only one building that will be 220,000 square feet will be in Franklin Township. A scoping meeting was held regarding Glenwood Road and Route 15. All options were considered, and the improvements planned for that intersection is what PADot already had planned. The traffic will be coming out onto Glenwood Road because it is the only street that joins the Industrial District. No improvements at Glenwood and Route 15 will be made, but a mile long connector road will be added. Discussion ensued. A question was raised regarding the Carroll Township plan to go from Route 74 down along the field and come out onto Route 15, strictly in Carroll Township. An interchange would be the only way that would happen and there are no plans or funding for an interchange in that area. PADot is not going to authorize any improvement to Glenwood and Route 15. PADot will not allow a Southern access point onto Route 15. Discussion ensued. The proposal to use this route and add a connector road will have all of the trucks going through Franklin Township. They are proposing 1,187 trips (in and out counts as one) per day during the peak hours. Discussion ensued. Until major improvements at that intersection, the responsibilities of the BOS are health, safety and welfare of our people and people passing through the Township it is a big health, safety and welfare issue.

Approval & Payment of Bills:

A Motion was made by Chairman Mark Wenrich to approve and pay the bills.

Second by Vice Chair Dave Buckwash.

Discussion: There was one additional bill to the outstanding bills already received.

The motion carried.

Treasurer's Report –

A motion was made by Chairman Mark Wenrich to accept the Treasurer's Report.

Second by Supervisor Naomi Decker.

Discussion: There was no discussion

The motion carried.

Treasurer's Memorandum – Reminder the Budget and Pension Meeting tomorrow night at 6:00 p.m. and to bring all of the paper work already provided to the Pension Meeting.

Treasurer Pam Williams is asking to attend the PSATs Regional Forum on 8/30/2022 in Lancaster and is \$90. For PSATs members on liquid fuel information and budgeting.

A motion was made by Chairman Mark Wenrich to allow Treasurer Pam Williams to attend the PSATs Regional Forum on 8/31/2022 in Lancaster and pay the cost of \$90.

Second by Supervisor Dave Christensen.

Discussion: There was no discussion

The motion carried.

Office Assistant Marie Wilcox is requesting a credit card to be used for postage and incidental expenditures.

A motion was made by Chairman Mark Wenrich to allow Office Assistance Marie Wilcox to have a credit card with a cap of \$300 and adjust other credit card limits so as not to go over the \$10,000.00 cap.

Second by Supervisor Duane Anthony.

Discussion: There was no discussion

The motion carried.

Information Items – The Road Report is included in the Treasurer's Packet.

The final Department of Auditor General Attestation Engagement for the Liquid Fuel Tax Fund Audit for 1/1/2017 through 12/31/21 and letter is enclosed in the packet. There is also a copy of a letter from the PADot Audit Manager, and the audit identified a reimbursement for the Liquid Fuels Fund from the General Fund for \$15,399.32 due to Engineering charges in 2016, when Century Lane Bridge was done, over and above the 10% allowance. Treasurer Pam Williams attached an explanation that dates back to 2018 regarding that. The Liquid Fuels fund will be reimbursed from the General Fund in that amount.

BCO / Zoning Officer Report –

A July 2022 Written Report & Invoicing from Land and Sea was submitted.

A July 2022 Written Report from Zoning Officer Wayne Smith was submitted. ZO Wayne Smith provided information on his written report. Discussion ensued.

Solicitor –

The solicitor received an email regarding the EMS Agreement about the billing practices and the “no response fees.” The agreement is still not correct, and he is awaiting a reply.

In regard to the Stough/Mason the SFTF letter should go out this week.

There has been no response to the duplicate addressing issue and the Solicitor feels it has all been taken care of.

In regard to the NPDES Permits for the Masons they have been submitted and are under review.

The Solar Ordinance is completed.

A letter will be written to the mobile home park regarding the stray cats as soon as a lease from a tenant is provided.

An update on Water Street will be provided next month after participation in a Zoom call with the Board of View in August.

There is no new information on Lexington Fields for this month.

Solicitor Bret Shaffer requested an Executive Session for Personnel issues.

Executive Session – There was no Executive Session at this time.

Municipality Reports:

Roadmaster – A written report from Roadmaster Andy Gibb was provided in the Treasurer's packet.

Roadmaster Andy Gibb provided a proposal for line painting.

A motion was made by Chairman Mark Wenrich to approve the line painting contract with Solicitor Brett Shaffer's revision in the amount of \$5,612.00.

Second by Vice Chair Dave Buckwash.

Discussion: There was no discussion

The motion carried.

New Business:

A credit card for the new office assistant was already taken care of.

A request was made to print the Septic Pumper's Report Forms because of the expense.

A motion was made by Chairman Mark Wenrich to allow the office to buy two boxes of Septic Pumper's Report Forms.

Second by Supervisor Duane Anthony.

Discussion: There was discussion on whether or not one box would be enough. It was suggested that Gary Morrow review the form to make any changes.

The motion carried.

The Part-time Road Crew Applicant will be discussed in Executive Session.

Old Business:

Building Improvement/Additions – New building plans were submitted and Lobar would like to meet again. Discussion ensued. The BOS decided they would like to pursue Plan #3 and meet with Lobar again and discuss the costs associated with the project. The BOS will look into grants that match funds to cover some of the costs.

Cameras at Ponderosa and Century Lane Parks – Quotes from Flood City and LowV were provided for cameras to be placed in the parks. Discussion ensued. It was decided to put a hold on placing cameras in the parks and use the money to invest in updating and enlarging the building.

119 St. George Drive – Information was provided that they pulled their request to put in a second driveway.

Extra Hours/Office Organization – Still being behind in office organization the request was made to allow extra hours each week for the office staff to get caught up.

A motion was made by Dave Christensen to allow the office staff up to an extra ten non-mandatory hours per pay period, per person for a total of 30 hours to be reviewed and revisited each month for up to a six-month trial period.

Second by Vice Chair Dave Buckwash.

Discussion: There was no discussion.

The motion carried.

Office Procedures –

Vice Chair Dave Buckwash is meeting with Low V regarding having the secretary and treasurer's office doors added to their key fobs and place a motion censored camera in the hallway. He will also be meeting with Duty's Locksmith to re-key the glass doors and the employee entrance doors. Key distribution will be limited. There was discussion to have LowV add the garage door between the office and garage to be opened by key fob.

Correspondence – There was no correspondence.

Public Comment – There was no public comment.

An Executive Session will be held to discuss personnel issues.

Executive Session –The session started at 9:40pm and ended at 9:52pm, to discuss a personnel issue. No decisions were made at this time.

Adjournment:

A motion was made by Chairman Mark Wenrich at 9:53pm to adjourn.

Second by Supervisor Dave Christensen.

Discussion: There was no discussion.

The motion carried.

Respectfully submitted,

Traci Kauffman

Traci Kauffman, Secretary
Franklin Township