

**FRANKLIN TOWNSHIP  
BOARD OF SUPERVISORS (BOS)  
BUDGET MEETING MINUTES  
August 11, 2022, 6:00 PM**

**Call to Order**

**Roll Call: (x) Wenrich (x) Buckwash (x) Decker ( ) Christensen (x) Anthony  
(x) Williams**

**Park/Rec Chairperson Terry Hoffman was also in attendance**

Chairman Mark Wenrich opened the 2023 Budget Meeting at 6:05 PM

**Parks & Recreation (P&R) Budget**

Parks & Recreation Chairperson Terry Hoffman expressed the committee is requesting more funds over and above the normal contribution from the General Fund, possibly \$10,000 more which would allow them to buy two or three items per year. Terry asked if any of the American Rescue Plan funds are available for P&R. Chairman Mark Wenrich stated those funds are now on hold for possible building expansion. Treasurer Pam Williams stated P& R did get reimbursed from some of the initial COVID reimbursement towards the additional portable toilet cleanings due to COVID. Treasurer Williams explained the P&R Budget spreadsheet.

Review of the 2023 P&R budget began with Chairperson Terry Hoffman discussing some of the projects the P&R committee would like to see considered for the 2023 budget, many the same as in 2022. These were six stations to be placed around the walking path geared towards older/elderly people and a workout area/station for kids near the flagpole. Terry also mentioned a small playground at Ponderosa Park to incorporate the handicapped area and be more of a place where parents and kids could be together as a family. Other items reiterated were Ground Cover, a Teacup Merry-Go-Round, a Handicapped Merry-Go-Round, and a Wheelchair accessible Monkey Bar. For smaller children, a playhouse, slides, little mushroom, or ladybug play equipment.

An added item requested for 2023 is a Disc Golf course at Twin Hills. This year they added plants, improved tanbark, and the gravel walking path. Supervisor Anthony said the Ponderosa trail was a positive addition. Terry stated they would like to make additional parking at Ponderosa Park besides the pavilion (the only thing there now is the handicapped parking). Terry and Roadmaster Andy Gibb have spoken about it.

The BOS notified Terry that the owner, Brittany Ritchey ????? from Next Level Sports would be attending their next P&R meeting to discuss the use of fields for camps for both weekdays and weekends. She presented her request to the BOS at their meeting on 8/8/2022. Terry said

soccer and baseball have priority. Chairman Wenrich also instructed Terry to notify the soccer association that there is no parking permitted in the grass.

Terry stated that Dillsburg Area Soccer Club (DASC) requested to have Food Trucks at their Dillsburg Shootout tournament in October. The BOS directed her to verify with the Food Truck owners that they have a Vendors Liability Insurance Policy and to review this with Township Solicitor Bret Shaffer. Discussion ensued on parking logistics for the trucks, electricity and/or generators, cleanup and other miscellaneous items and having an AED on hand. Parking for attendees was discussed as well as whether an ambulance is on hand for the tournament.

Treasurer Williams notified Terry the second Budget Meeting would be held on 9/8/22 at 6:00 PM. It was also noted that Jim McClay is no longer involved with the soccer club. Roadmaster Gibb is to be contacted to ask if any lawn or field treatments are needed at the parks. Terry asked if there are security cameras at the parks. Chairman Wenrich stated the BOS is working on possibly purchasing cameras for the parks.

## **PARKS AND RECREATION**

Chairman Wenrich began reviewing the Parks & Recreation Budget with the board. For line item 367.20, Recreation Fees, Pam noted there was a typo error in the Projected column. Discussion was held on the Recreation Fee for Subdivision and Land Development and whether it should be increased. The fee for residential is currently \$1,000 per residential home and for commercial, \$1,000 per acre. A suggestion was made to increase the residential fee from \$1,000 to \$1,200 and the commercial fee from \$1,000 to \$1,500. This will be discussed at a future Fee Schedule Workshop meeting. The respective line items were adjusted for 2023.

Discussion was held on whether the fee for the Dillsburg Shootout should remain at \$300 annually. Supervisor Decker stated she thought that fee was based on the \$50 fee per pavilion rental. 367.21, Dillsburg Soccer Club was increased to \$400 for 2023 from \$300 in 2022. 367.25, Trees & Benches, Ponderosa, was decreased to \$150 for 2023 from \$300 in 2022.

The General Fund budget is going to be reviewed prior to deciding if more funds can be provided from the General Fund to the P&R Fund and placed in Capital Improvements. If that is done, the P&R committee would then have to prioritize projects with that number. A final P&R Budget will be completed once the General Fund Budget is finalized.

Line 405.34, Advertising & Printing was decreased to \$150 for 2023 from \$175 in 2022. 454.21, Electrical Work decreased to \$100 for 2023 from \$300 in 2022. Pam noted there was a typo error in the Projected column for 454.23-Waste Disposal.

454.26, Electricity was increased to \$1,700 for 2023 from \$1,500 in 2022. 454.28 Capital Improvements was increased to \$3,996 for 2023 from \$3,186 in 2022. 454.37, Memorial Trees Expense was decreased to \$100 for 2023 from \$200 in 2022. 454.38, Equipment Rental was decreased to \$300 for 2023 from \$500 in 2022. 452.66, Professional Fees was decreased to \$250 for 2023 from \$485 in 2022.

## **STATE HIGHWAY BUDGET**

Chairman Mark Wenrich opened the meeting by stating the quote for line painting reviewed at the BOS meeting on 8/10/22 listed an incorrect amount. The amount approved at the BOS meeting was \$5,612 and the correct amount is \$6,270.80.

**A motion was made** by Chairman Mark Wenrich to revise the original motion (made 8/10/22) approving \$5,612 to a cap of \$6,500 for line painting.

**Second**-Dave Buckwash

**Discussion**-No Discussion

**The motion passed.**

Supervisor Decker asked if the Zoning Officer was billing the township for the entire time spent when at the meetings. Other professional services have been reviewed and adjusted in the same manner. Treasurer Williams was asked to reference the previous BOS meeting invoice. Discussion ensued. The BOS stated they would like the Zoning Officer Report after the Police Report. Any additional time needed for Zoning will be assessed at each meeting.

Vice-Chairman Buckwash discussed engineering charges concerning the proposed building expansion. Discussion ensued.

Review of the State Highway Budget continued and a preliminary budget for 2023 was set. 341.01, Interest Income-Checking was increased to \$25 for 2023 from \$3.00 in 2022.

Once the township is notified what the Liquid Fuels State Aid amount is, a final budget will be completed.

433.24, Road/Street Signs & Posts was increased to \$1,500 for 2023 from \$1,300 in 2022. was Oil & Chip, although there wasn't any oil and chip this year, the budget number was kept the same for 2023. The money in 438.62, Road Maint.-Project was initially set aside for Water St. but the amount was utilized for 2022 Road Projects. Funds for 438.62, Road Maint.-Project will need to be budgeted for Water St. in 2023.

## **Pension Review**

Based on several previous discussions concerning our Non-Police Pension fund for employees, the recommendation from Chairman Mark Wenrich and Supervisor Duane Anthony were to change from a Defined Benefit plan to a Defined Contribution plan. Discussion ensued on the format of the new plan and how much the township is going to contribute. The format suggested was to have employees contribute up to a cap of 8% of their gross salary and the township contribute 50% of whatever percentage the employee chooses. This is an incentive for the employee to participate. With a pension, the township is still obligated to previous employees and/or survivors. The question was asked if this is just for new employees or all employees starting with a specified effective date. Discussion ensued and it was decided to offer current employees three options:

- A. Terminate the PSATS Defined Benefit Pension plan and roll it into a PSATS Defined Contribution Pension plan (401a).
- B. Employee takes a lump sum, and they reinvest it in the (401a) or privately/rollover, i.e., IRA.

C. Employee cashes out and pays taxes as required.

It was stated that the employee does not have to rollover to participate/contribute to the plan. Employees can start at zero. Discussion ensued on an effective date to make a Defined Contribution plan active and when to end the Defined Benefit plan. The BOS decided they'd like to keep it with PSATS and would need a balance for each employee. Franklin Township would pay any fees associated with the new plan. Any new hire automatically goes into a Defined Contribution plan and there is no option for a Defined Benefit plan. Treasurer Williams will follow up with PSATS to see what the next step is to move this forward and clarification on the three-year period.

The next 2023 Budget meeting will be held on Tuesday, October 25, 2022, at 6:00 PM. Chairman Wenrich requested that a workshop meeting be held to review the Fee Schedule for 2023. Discussion ensued. Engineer Brath should be involved in this meeting. Chairman Wenrich asked Pam to notify Traci that it be placed on the agenda for the next BOS meeting in September.

The 2023 NYCFR Budget was briefly discussed. Discussion ensued on what information the budget should contain, the paid position, their mortgages, how other municipalities pay NYCFR invoices, how are contribution was calculated, etc. Supervisor Decker stated the fire company wants a Intermunicipal Fire Agreement signed by municipalities stating the money they will contribute and that they won't leave NYCFR. This ensures NYCFR will receive their funds. There is also a two-year waiting period to withdraw from the agreement. The BOS stated they aren't contributing any further funds to NYCFR in 2022. Carroll Township is going to enact a fire tax.

A brief discussion was held on the proposed warehouse and the use of Glenwood Road as well as a PADot plan. Vice-Chair Buckwash said the three proposed building addition drawings do not show that the vestibule is enlarged as requested. Supervisor Anthony will send an email to Engineer Brath. The LowV quote for cameras for the parks came in at approximately \$19,000 which included top of the line, sway and move cameras. Flood City provided quotes for approximately \$7,000 and \$11,200 for park cameras. Vice-Chairman Buckwash asked LowV why it was higher, and they responded that there is no internet there, so it included internet connection. Flood City also has internet on their quote. LowV informed Vice-Chairman Buckwash if we get Comcast to run a line to the park, it will reduce the upkeep cost by approximately \$200. Treasurer Williams asked if we don't have to go with the lowest bidder? Supervisor Decker asked why we would go with LowV when we've had issues with them.

**A motion was made** by Chairman Mark Wenrich to adjourn the meeting at 9:13 PM.

**Second** by Vice-Chairman Dave Buckwash

**Discussion:** There was no discussion.

**The motion passed.**

*Pamela Williams*

Pamela Williams-Treasurer/Asst. Secretary