

**FRANKLIN TOWNSHIP YORK COUNTY PA
BOARD OF SUPERVISORS (BOS)
REGULAR MEETING MINUTES
August 13, 2025 - 6:00 PM**

(X) Chair Mark Wenrich (X) Vice Chair Dave Buckwash (X) Supvr. Duane Anthony (X) Supvr. Thomas Keefer (X) Supvr. Kevin Cummings (X) Solicitor Bret Shaffer (X) Secretary Traci Kauffman (X) Engineer Phil Brath (A) ZO Wayne Smith (X) Treasurer/HR Administrator Pam Williams

Executive Session: Started 5:47 pm, ended 5:58 pm. A personnel matter was discussed; no decisions were made.

Call to Order – August 13, 2025, Franklin Township BOS Meeting was called to order at 6:01 pm by Mark after an Executive Session. 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.

Police – Chief Lash reported 126 calls for service, fifty-three traffic stops in July. They will be moving into the new headquarters on September 4 and 5, be closed on September 8 and 9, reopen at 7:00 am on the 10th and the ribbon cutting ceremony for the new headquarters will be September 13, 2025 at 10:00 am. with an Open House to follow.

Public Comment –

Alison Madison of 123 St. George Drive indicated that the intersection of South Mountain Road and St. George Drive is hard to see, due to a neighbor's bushes. which creates a safety issue, South Mountain Road is a PennDot road and St. George Drive is a Township Road. Ms. Madison inquired whether a mirror could be placed across from the intersection. The bushes are in the PennDot right-of-way. It was suggested that she reach out to PennDot, Rep. Marc Anderson or Senator Dawn Keefer.

Robin Brice of 805 S. Baltimore Road stated that she would like the BOS to think about the amount of traffic on Route 194 that the left hand turn lane required and proposed by the developers for the Lexington Development and the traffic issues that could be caused by this proposal.

CEO/ZO – Wayne Smith provided a written report that is part of this meeting packet.

Engineer – Phil Brath provided a written report that is part of the meeting packet.

The dry hydrant on County Line Road was flushed by the fire company and it is working. There is no specific maintenance items mentioned in the agreement. Correspondence will be sent to let the residents know that the fire company flushed the hydrant and it is working correctly.

A model Data Center Ordinance was received from York County Planning Commission and the BOS requested that our Planning Commission meet and discuss this ordinance.

Reports –

Fire – A written report was provided and is part of the meeting packet.

DAA – Calvin provided a verbal report. The written minutes from June were provided.

EMA – Laurin indicated the CERT Training will begin September 16, 2025. He also thanked the Township for the use of the pavilion for their CERT picnic.

The Memorandum of Understanding with the Northern York County Historical and Preservation Society (NYCHAPS) was reviewed by the Solicitor. A few grammatical corrections need to be made.

A motion was made by Kevin to accept the Memorandum of Understanding with the grammatical corrections being made and signature lines added. Second by Duane. Motion passed.

CERT Training will be held at the Dillsburg Borough Community Room because a larger space is needed. The cost will be \$500.00 for six nights.

A motion was made by Kevin to approve the \$500.00 cost for the Dillsburg Borough Community Room for the CERT Training. Second by Dave. Motion passed.

The BOS previously indicated that donations can be made to the EMA and there is a possibility that a 10-foot trailer will be donated. Requested confirmation that the BOS is still agreeable and inquired if there is anything else that needs to be done to accept the donation. It will need to be registered, insured, and licensed. A policy needs to be set for use.

Roadmaster – A written report was provided and is part of the meeting packet.

Parks & Rec – There was no meeting in July.

BCO – A written report was provided and is part of the meeting packet.

EMS – A written report was provided and is part of the meeting packet.

Solicitor –

- Ordinances and Amendments – Dave is consolidating the Zoning Ordinances and found some grammatical errors/typos. The Solicitor indicated that a technical amendment can be made but does not change that the ordinance is valid and in effect. It has been noted that in the Zoning Ordinance, Conditional Use, Accessory Use has discrepancies between 600 square feet and 1,000 square feet for residential use. There were amendments made in 2009 and whoever consolidated those into the Zoning Ordinance codified everything. There is no record of the 2009 consolidation ever being signed and the Solicitor indicated that the numbered ordinance in the Ordinance book is the number that controls each individual ordinance that is signed and not the assembled book.

Approval of Minutes –

A motion was made by Kevin to approve July 9, 2025 BOS Regular Meeting minutes. Second by Dave. Motion passed.

A motion was made by Kevin to approve July 9, 2025 CUH 2025-4 Meeting minutes. Second by Dave. Motion passed.

Approval & Payment of Bills – A motion was made by Mark to approve and pay the bills. Second by Kevin. Motion passed.

Treasurer's Report – A motion was made by Mark to accept the Treasurer's Report. Second by Kevin. Motion passed.

Treasurer's Memo –

- The Northern York County police are working on their budget and would like notified as soon as possible if any additional units are being added. We are currently at 85 units. The BOS indicated our units will not increase.
- Road Worker advertisement was provided for review. They indicated that the ad should say a GED/high school diploma and CDL should be required but not 3 years' experience.
- The advertisement for the budget meetings was placed for next week.
- Information was provided about fund changes for the 457 and 401 retirement plan.
- The October Budget meeting was scheduled for the 15th at 6:00 p.m.

Solicitor –

- Fire Fighter Tax Credit Ordinance – No new information.
- Ordinance to Amend Forms – No new information.
- Employee Handbook Amendments – reviewing.
- SFTF Update/Review – No new information.
- Executive Session: (a) Lexington/Bennington (b) Brookshire (c) Miller/Water Street (d) Other

New Business –

South Mountain Partnership requested a donation. No donation will be made at this time.

Old Business –

Building Improvement – A new quote was provided from Lobar. Several of the BOS members requested a meeting to discuss the building improvements and review the plan. A workshop meeting was scheduled for September 2 at 6:00 p.m.

Office Procedures –

Inflatables being allowed in the parks will be sent to the Parks & Recreation Commission for their input.

Estimates for cameras for the parks will be discussed at the September meeting.

Misuse of water in the parks. It was an isolated incident on a 95-degree day. There was no damage. Dave

indicated that covert photos of kids were published in an email without parents' consent or children's permission.

The BOS will take this under advisement.

SPCA Contract will be discussed at the Budget meeting.

Correspondence – A thank you was received for the Dillsburg Senior Activity Center.

An Executive Session was held from 7:17 p.m. to 7:30 p.m. regarding a personnel issue. It was decided in Executive Session that the Workshop Meeting on September 2nd should read “All Other Business Deemed Necessary by the BOS” added to the agenda.

Adjournment – A motion was made by Kevin at 7:30 p.m. to adjourn. Second by Dave. Motion passed.

Respectfully submitted,

Traci Kauffman

Traci Kauffman, Secretary
Franklin Township