

**FRANKLIN TOWNSHIP YORK COUNTY PA
BOARD OF SUPERVISORS (BOS)
REGULAR MEETING MINUTES
August 14, 2024 - 6:00 PM**

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

Call to Order – August 14, 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. Construction continues on their new building. The Charter review is continuing. Thank you to the municipal road crews during the storms. New Salem Borough is having a meeting to consider police protection in their borough by NYCRPD. National Night Out was a success even with the storms.

Approval of Minutes – A motion was made by Duane A. to approve the BOS regular meeting minutes of July 10, 2024 as written. Second by Tom K. There was no discussion. Motion carried.

Public Comment – Judah Batts – 129 Century Lane – Resident looking to better understand our ordinances for building an accessory use building.

Organization Reports:

FIRE – A written report was provided.

Resolution 2024-8 to end the burn ban that was effective July 15, 2024.

A motion was made by Dave B. to end the burn ban effective today. Second by Paula K. There was discussion that the next burn ban has a 30-day expiration date and if needed it can be renewed. The motion carried.

EMA – No report was provided.

DAA – A verbal report was provided by Calvin Hipp and a written report was provided. The lead and copper pipe replacement are 90% finished. Franklinton Borough will be paying a flat rate, and they are in discussion to have all customers pay a flat rate and how to make that fair for everyone.

EMS – Penn State – A written report was provided.

ROADMASTER REPORT – A written report was provided.

A resident requested a sign/plaque be placed on Old Cabin Hollow road for the safety of their autistic child. It was determined that Old Cabin Hollow Road is a state road, and they will need to contact PennDOT, and the BOS would be happy to write a letter of agreement.

PARKS & REC – There was no report.

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.

The resident(s) of 129 Century Lane are constructing a building over 1,000 square feet with no permits, stormwater management or a conditional use hearing. Upon being told he needed those items, or he would have to appear before the District Magistrate and pay a fine, he provided a check for his Conditional Use Hearing. He then requested we “hold” his check until he spoke with the Board of Supervisors. From this point forward, the Township will not hold any check for any reason. All checks will be deposited the next business day. We will notify this resident by letter that ten days from the date of the letter, the check will be deposited if no action is taken.

A motion was made by Dave B. to write a letter to the resident at 129 Century Lane that his check will be deposited ten days from the date of the letter. Second by Mark W. There was no discussion. The motion carried.

Engineer – A written report was provided.
Bypass Road Bridge is completed. Photos were provided.

Subdivision and Land Development –

156 Old Cabin Hollow Road – Plans were received and reviewed at the Planning Commission meeting on August 13, 2024. The representative for the applicant requested that since the stormwater plan has been approved, they would like to begin working on the stormwater basin to stabilize it before winter arrives. Phil B. indicated that he is agreeable to making that happen and the PC is agreeable but indicated he needed to make sure the Supervisors had no objection. The BOS had no objection. The applicant is also requesting the BOS grant them a time extension.

A motion was made by Dave B. to accept a time extension for a 90-day extension to January 5, 2025 for the Land Development Plan for Gerlad and Marjorie Jones at 156 Old Cabin Hollow Road. Duane A. second. There was no discussion. The motion carried.

11-15 Rocky Ridge Road – This plan was forwarded to the BOS without approval of the Planning Commission because of a tie vote. The PC would like the BOS to review this plan at Septembers meeting. The PC had concerns about the future use of the property. The plan is being set up for future development/expansion. Phil B. will have a letter regarding the concerns. The DAA ordinance has a requirement for public sewage hookup within 150 feet, but more information needs to be researched to see if there is a requirement to hook up to public water. The applicant is also requesting the BOS grant them a time extension.

A motion was made by Duane A. to accept a time extension to November 22, 2024 for the 11–15 Rocky Ridge Subdivision Plan. Dave B. second. There was no discussion. The motion carried.

Lexington Fields Phasing Schedule dated August 7, 2024 was reviewed by Phil B. and found to be identical in all phases, dates, numbers of lots, and stormwater items to the conditionally approved preliminary subdivision plan as revised through August 16, 2023.

A motion was made by Mark W. to send a letter to acknowledge receipt of the phasing schedule for Lexington Fields dated August 7, 2024. Second by Duane A. There was no discussion. The motion carried.

The Representative of the Bennington Mobil Home Park wanted to have 36 months to submit a plan. They have now agreed to the 18 months to submit a plan from the time the court approves the stipulation. It needs to be signed and the court would sign an order approving the stipulation.

A motion was made by Mark W. to enter into the Bennington Mobile Home Park stipulation Case # 2011-SU-001558-54 . Second by Duane A. There was no discussion. Dave B. was opposed. 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 Report – A motion was made by Mark W. to approve the Treasurer's Report. Second by Duane A. There was no discussion. The motion carried.

Treasurer's Memo –

The first Budget Meeting for the 2025 budget will be on Thursday, August 22, 2024 at 6:00 p.m.

The second Budget Meeting for the 2025 budget will be on September 19, 2024 at 6:00 p.m.

The playground equipment (Happy Hollow Playground Equipment and Spin Max Pod) has been ordered.

The Treasurer will be out of the office on vacation the week of September 9 to September 13, 2024 for vacation.

The third budget meeting date needs to be set. The third Budget Meeting will be held October 16, 2024 at 6:00 p.m.

Solicitor's Report –

The Driveway Ordinance will be discussed in Executive Session.

No recent updates on the Employee Handbook.

SFTS has been worked and drafts will be circulated to be reviewed.

Bret S. would like an Executive Session regarding the Driveway Ordinance and the Millers

New Business –

We received an application for seasonal employment. It was determined that we will keep the application on file for two years, but at this time there is no need to hire a seasonal employee. The Roadmaster will make the decision whether we need to leave the advertisement on the website.

Sharon Boyer from York County Planning Commission asked if our Township would be willing to do an article for the Municipal Spotlight Local Government Advisory Council (LGAC) Newsletter. Several items to include were discussed. An outline will be provided at the Budget Meeting.

Old Business –

18 Stone Head Road – The resident paid the fine for not having his sewer pumped and we still have no proof of pumping. Marie is inquiring whether she should reissue another notice with the District Magistrate. The BOS indicated she should.

No new information has been provided from Lobar regarding the renovations for the building. They are going to provide a quote, but we cannot enter into a contract until we get a grant. We will learn if we receive the grant in September. York County LSA grant does not need a match for their grant. Discussion ensued regarding renovations.

A meeting will be set up to discuss cameras in the parks and what options are available.

Dave B. is reviewing five different tax exoneration forms, and the BOS will need to decide who exactly will be exonerated from the per capita tax. More information will be provided.

The Reisinger Janitorial cleaning contract expired July 31, 2024. We have only received one quote/bid for cleaning at this time.

The Employee Handbook is almost complete and upon completion of updating the job descriptions, it will be ready for adoption.

Previously in 2022 the BOS was asked if they wished to participate in LERTA (Local Economic Revitalization Tax Assistance) for one blighted property in the area. The BOS declined. LERTA is again asking if we would like to adopt their ordinance for blighted properties. The BOS has declined at this time.

A motion was made by Dave B. to respond to Matthew Ramsey advising that Franklin Township does not wish to participate at this time. Second by Tom K. Definition was provided of a “blighted” property. Which means run down, unlivd in, not maintained or damaged. The motion carried.

A change in date and time needs to be provided for the deadline of when items/plans for hearings can be submitted to the Township office to ensure the advertising can be done on time.

A motion was made by Dave B. to change the deadline date for item/plan submissions that have to be advertised one week earlier than they currently are, they need to be presented by noon that day in order to afford ample time to make sure all items provided are correct and prepare the advertisement in a timely fashion for the hearing. Second by Duane A. Discussion was had regarding how much time is needed to log in the information when it comes in to the office. The motion carried.

There are other municipalities that are receiving Right-to-Know requests from anonymous requesters. It is recommended that we prepare a policy saying that you do not accept anonymous requests. Discussion ensued. This will be placed back on the agenda for September to implement a policy of not accepting anonymous requests.

An update of the website is being discussed and no decisions have been made at this time. This will be placed back on the agenda for September.

The Township will be required to comply with the Township Website Disability Compliance that is to be implemented by April 2027.

Several of the new ordinances have not been supplied to members of the boards and commissions. The paper copies of their books will need to be updated with these new ordinances. Discussion ensued.

Correspondence – There was no correspondence.

Executive Session:

The BOS left for an Executive Session regarding Water Street and driveway issues at 7:53 a.m. with the possibility of a decision being made. They returned at 8:30 p.m.

A motion was made by Dave B. to authorize the Solicitor to advertise to amend the 2002 Driveway Ordinance to change the word civil to criminal. Second by Duane A. There was no discussion. Motion carried.

Adjournment – A motion was made by Mark W. at 8:31 p.m. to adjourn. Second by Tom K. There was no discussion. Motion carried.

Respectfully submitted,

Traci Kauffman

Traci Kauffman, Secretary

Franklin Township