

**FRANKLIN TOWNSHIP YORK COUNTY PA
BOARD OF SUPERVISORS (BOS)
REGULAR MEETING MINUTES
December 13, 2023 - 6:00 PM**

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

Call to Order – December 13, 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.

Recognition of Service – Chairman Mark W. recognized Supervisor Naomi Decker for her 24 years of service on the Board of Supervisors, and by presenting her with a plaque, a letter and certificate from Senator Mike Regan and a certificate from PSATS.

Police – A verbal report was provided by Chief Lash. Thanked employees for attending the Christmas luncheon they held for the local municipalities. Six Cadets will graduate from the academy and will be in field training for about six weeks. The Toys for Tots collection was a tremendous success. About ten police cars and the bottom of a bus were filled with donations.

Public Hearing – A public hearing was held to consider adopting Ordinance 2023-4, a combined ordinance to define and regulate Electronic Message Centers, Marijuana Dispensaries and Growing/Processing Facilities and to amend provisions pertaining to Kennels, Veterinarian Offices, Animal Hospitals and Pet Cemeteries. The hearing was advertised, and a copy of the ordinance was provided to the Law Library for public review. A motion was made by Dave B. to pass Ordinance 2023-4. Second by Mark W. There was no discussion or public comments. The motion carried. Opposed: Kevin C. who is adamantly opposed to the potential of legalizing marijuana.

Approval of Minutes – A motion was made by Kevin C. to approve the BOS Regular Meeting minutes of 9/13/2023. Second by Dave B. Naomi D. indicated changes to be made to the minutes. On Page 5, she quoted, "...Glenwood would remain a serious threat to public safety." She amended it to say, "Supervisor Decker stated for the record why she opposed was #1. Do not agree with Oakdale as the second access, it directs traffic to the intersection of US Route 15 and Glenwood, a very dangerous intersection. #2. The remanded plan did have a proposal for a second access on US 194 for Emergency Management. The traffic specialist said it was necessary for Emergency Management and now that access does not exist. #3. There were insufficient traffic impact studies for US Route 15 and Glenwood Road intersection which has traffic problems. Glenwood is going to be traveled on jeopardizing our constituents." Motion amended by Kevin C. to approve the Regular Meeting minutes of 9/13/2023 and include comments from Naomi D. Second by Dave B. There was no further discussion. Motion carried.

A motion was made by Kevin C. to approve the BOS Budget Meeting minutes of 10/4/2023. Dave B. second. There was no discussion. The motion carried.

A motion was made by Kevi C. to approve the BOS Regular Meeting minutes of 10/11/2023. Dave B. second. There was no discussion. The motion carried.

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

Mr. Wayne Kober of 65 Brittany Lane, Dillsburg, PA provided talking points for the BOS to reconsider becoming a part of the updating of the Northern York County Regional Comprehensive Plan. He chose not to review those talking points and requested to be given 20 minutes to ½ hour at the January 10, 2024 BOS meeting. Upon reviewing the Comprehensive plan, the decision to not participate in updating the plan was made last month by the BOS. They indicated they were not likely to change their mind.

Mr. Dave Sprigg, of 6 By Pass Road, Dillsburg, PA indicated he observed that the By Pass Road Bridge was on the agenda, and he would wait to hear the discussion at that time.

Mr. Steve Morrett of 1125 Old Mill Road, Dillsburg, PA indicated that he would like to secure a permit to do work at 8 Albert Lane. He was told he needed to have a Zoning Hearing and is confused on a few issues regarding what to fill out on the application. Solicitor Linus Fenicle will be contacted to provide clarification.

Organization Reports:

Fire – A written report for November 2023 was provided.

EMA – Laurin Fleming provided a verbal report. CERT Team honored by York County. There have been three CERT activations this year. There are currently 25 CERT members. The EMA will be updating their plan and will be providing that in February for approval by the BOS. There will be a Township drill in the fall of 2024. There have been some CERT members that went through radiological training.

DAA – Calvin Hipp provided a verbal report. The DAA is waiting to hear if the three grants for equipment and water line repairs they applied for will be approved. There is going to be a new warehouse along Route 74, and they are requesting public sewer.

EMS – Penn State – A written report was provided.

BCO/Land & Sea Services – A written report was provided.

Discussion was held to answer questions and clarify information regarding a new Building Code Official (BCO). The questions were answered and clarified. A new contract will be provided. In January at the Reorganization Meeting, the new BCO, Approved Code Services, LLC) will be appointed.

ZO/CEO Report – A written report was provided.

Engineer – A written report was provided and reviewed verbally.

DEP is concerned the opening to the By Pass Road Bridge will be smaller but do not care that it will actually be two feet deeper. It will actually be 200 square feet larger opening than it was. A joint permit (Army Corp of Engineers and DEP) for By Pass Road Bridge will be submitted by year end. Discussion ensued. Gibson-Thomas Engineering will need a check for \$250.00 to apply for the permit.

A motion was made by Kevin C. to approved a \$250.00 check be provided to Gibson-Thomas to submit the permit application. Second by Dave B. There was no discussion. The motion carried.

The subdivision for 771 Range End Road, Tam Systems will continue to go after an online septic system. There are high nitrates in the area, and they did not qualify for the exemption. Tam Systems is looking at a small grinder pump system. Discussion ensued. DAA would not agree to a small grinder pump system. The Township will need to provide information to Dillsburg Area Authority regarding how they would like this managed. This item was tabled until the January 10, 2024 meeting.

The property at 715/717 Range End Road was discussed regarding all construction material being placed there. They have permits for the work currently being done. The owner is filling in and the Conservation District is in charge of the limitations of what and how much can be brought in. Discussion ensued. The site needs to be checked by Engineer Phil Brath to make sure they are not encroaching into the wetlands and that a steep slope is not being created.

Approval & Payment of Bills – A motion was made by Kevin C. 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 Kevin C. to approve the Treasurer's Report. Second by Dave B. There was no discussion. The motion carried.

Treasurer's Memo – The Roadmaster's report was provided in the Treasurer's packet.

Pam W. inquired whether the invoice for the Boom Mower should be paid from the General Fund or the State Highway Fund. The BOS made a motion as was decided upon earlier in the year to pay from the General Fund in the minutes of October 4, 2023. The motion stands.

The 2023 second donation to the Library was made for \$2,750.00.

Pam W. met with John Cherry of Dawood and completed the Local Share Account (LSA) Grant and submitted the application with the 2022 cost estimate with the \$100.00 application fee. The LSA grant is for \$1,000,000.00

and requires no match. The Township must wait to be notified they are receiving the grant before starting construction, possibly by February of 2025. The LSA grant covers engineering costs, the RACP grant does not. Three bids need to be sent to three vendors. The job needs to be published in the newspaper.

John Cherry recommended that the Township could apply for the Community Development Block Grant (CDBG), a federal program through York County. The grant cannot be used for the building renovations but can be used for the roads. Discussion ensued. The BOS decided against applying for this grant.

The York County Economic Alliance provided an overview of the RACP Grant.

The paving budget of \$131,000.00 was paid out of the Liquid Fuels/State Highway Fund and the difference of \$43,361.00 was paid from the General Fund. Currently there is approximately \$66,000 left in the Liquid Fuel Fund, and would the BOS like to transfer the money from Liquid Fuels/State Highway and reimburse the General Fund or leave it due to not knowing the weather conditions until we receive the next liquid fuel payment in March 2024. The decision was made to leave it in the Liquid Fuels/State Highway Fund.

John Cherry provided an updated contract addendum, and it was provided to the BOS members.

The next Budget meeting is 12/27/2023 at 5:30 p.m. to approve the budget.

Several financial institutions are being reviewed to determine who can provide the best rate for a five-year term for the CD that is maturing on 12/23/2023. Discussion ensued.

Pam W. and Dave B. received an email from John Cherry who spoke to the York County Economic Alliance's Kenetha Hamson, she suggested we use one of their line items to apply for the RACP Grant. It is the Redevelopment/Blight mitigation line item and there is a \$500.00 fee.

A motion was made by Kevin C. to the \$500.00 application fee to apply for the RACP Grant. Second by Mark W. There was no discussion. The motion carried.

A motion was made by Kevin C. to allow John Cherry to move forward with the RACP application. Second by Mark W. The deadline is January 12, 2024. The motion carried.

Kevin C. thanked Pam W. and Dave B. for their work in moving this project forward.

Dave B. discussed getting cameras for the Ponderosa and Century Lane Parks. He spoke with Jason from Stamm Solutions, and he indicated that there is no cable for Wi-Fi at the parks. Comcast will need to supply a cable for remote access. LowV rescheduled their meeting and Dave B. will have more information at a later time. It was discussed that we could possibly use the Wi-Fi from the Township building at Century Lane Park. Discussion ensued.

Solicitor's Report –

The BOS decided to pursue the amending of the Warehouse Ordinance and advertise to have a hearing for those amendments.

A motion was made to advertise for the hearing to be held on January 2, 2024 at the BOS Reorganization meeting. Second by Dave B. There was no discussion. The motion carried.

The Solicitor indicated the Drug/Alcohol Policy in the Employee Handbook is being revised. Dave B. provided a red-lined amended copy combining previous revisions from separate Resolutions plus new amendments to be made. Discussion ensued. This will be tabled until the next meeting on January 10, 2024.

The SFTF template is being reviewed and updated so as not to have inconsistencies in the future as technology changes. Discussion ensued. An administration/annual review fee will be placed in the fee schedule for \$25.00. A motion was made by Mark W. to adopt the SFTF template, get the existing systems on, and refund any bond/security necessary to the residents. Seconded by Dave B. There was no discussion. Motion carried.

The Planning Commission (PC) pay increase can be implemented by amending Ordinance 2-1966 that prohibits the PC to be paid. Bret S. will repeal the ban on pay within the ordinance, ratify payments, advertise, and send it to YCPC.

A motion was made by Dave B. to allow the Solicitor to draft an ordinance to repeal the ban on pay in Ordinance 2-1966 and send it to YCPC. Second by Duane A. It is legal to pay the PC at this time. The motion carried.

Kevin C. abstained because he is a member of the PC.

A draft of the letter regarding not participating in the new Comprehensive Plan was provided and the MPC says that notice must be sent to all of your adjoining municipalities. Discussion ensued. A motion was made by Mark W. to provide the Comprehensive Plan letter to the adjoining municipalities. Second by Dave B. there was no discussion. The motion carried.

The Executive Session will be held at the end of the meeting.

New Business – A request for permission to attend the PSATS Conference in April 2024 was made to be able to sign up earlier and receive the discount (\$199.00 each+ \$15.00 luncheon=\$214) for Traci K., Marie W., and Pam W.

A motion was made by Kevin C. to allow the office staff to attend the PSATS Conference in April 2024 at the amount of \$214.00 each. Second by Dave B. There was no discussion. The motion carried.

Old Business –

Office Procedures – Dave B. reported that Lobar will be providing new estimates for the cost of the building renovations.

After a survey of the PC members and the ZHB members the majority agreed with changing the start time of their meeting from 7:00 p.m. to 6 p.m. The Parks & Recreation Commission were not in agreement. A motion was made by Dave B. to start all meetings at 6:00 p.m. with the exception of the Parks and Recreation still being held at 7:00 p.m. Second by Duane A. there was no discussion. The motion carried.

The Century Lane Park restroom renovations have begun. The old partitions are not usable. The BOS needs to approve purchasing partitions and supplies for \$4,200.00. Discussion ensued. A color needs to be chosen for the partitions. Carmel was the color chosen.

A motion was made by Dave B. to purchase Carmel colored partitions for both bathrooms at Century Lane Park. Second by Mark W. There was no discussion. The motion carried.

The heat pump system was emitting a “dirty sock” smell through the ventilation system, spraying Lysol did not fix the problem. The Roadmaster added charcoal filters with UV lights to both heat pumps. This is taking care of the problem.

There were four of us from the office that attended the NYCRPD Luncheon and saw many members of other Townships there, including their road crews.

Correspondence – A copy of the Dillsburg Farmers Fair thank you was provided.

At this time, the BOS reviewed the donation requests from The Arms of Christ, York County Quick Response Team, Downtown York, Shining Star Therapeutic Riding Program or the York County Envirothon. The BOS decided to pass on these donation requests at this time.

Public Comment – There was no public comment.

Executive Session – The BOS went into executive session at 8:41 p.m. to discuss Bennington Mobile Home Park and returned at 8:59 p.m. and no decisions were made.

Naomi D. thanked everyone for the recognition she received for her years of service.

Adjournment – A motion was made by Kevin C. at 9:02 p.m. to adjourn. Second by Mark W. Before the meeting adjourned, there was discussion regarding the BOA and finding someone to appoint for that position. The motion carried.

Respectfully submitted,

Traci Kauffman

Traci Kauffman, Secretary
Franklin Township