

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

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

Call to Order – February 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 – A verbal and written report was provided by Lt. Migatulski. Bids will be awarded for the new building at their next monthly meeting. Portable radios, car radios, and holster sensors have been installed. Two of the five new patrol cars have arrived and are being outfitted to be put in service.

Approval of Minutes – A motion was made by Dave B. to approve the BOS regular meeting minutes of 12/13/2023. Second by Duane A. There was discussion regarding page 2 “DEP is concerned the opening to the Bypass...” That should read “...to the Bypass Road Bridge.” Motion carried. Abstain by Paula K. and Tom K. as they were not on the BOS at that time.

– A motion was made by Dave B. to approve the BOS Reorganization meeting minutes of 1/2/2024 as written. Second by Tom K. There was no discussion. Motion carried.

– A motion was made by Dave B. to approve the BOS regular meeting minutes of 1/10/2024 as written. Second by Duane A. There was no discussion. Motion carried.

– A motion was made by Dave B. to approve the Budget meeting minutes of 11/16/2023 as written. Second by Duane A. There was no discussion. Motion carried. Abstain by Paula K. and Tom K. as they were not on the BOS at that time.

– A motion was made by Duane A. to approve the Budget meeting minutes of 12/27/2023 as written. Second by Dave B. There was no discussion. Motion carried. Abstain by Paula K. and Tom K. as they were not on the BOS at that time.

Public Ordinance Amendment Hearing Opened at 6:10 p.m.

Ordinance Amendment Hearing – Ordinance 2024-2 –

ORDINANCE TO RESCIND THE PROHIBITION ON COMPENSATION FOR MEMBERS OF THE PLANNING COMMISSION IN ORDINANCE NO. 1-1966 AND RATIFYING COMPENSATION PREVIOUSLY MADE BY THE TOWNSHIP TO MEMBERS OF THE PLANNING COMMISSION.

A motion was made to Mark W. to pass Ordinance 2024-2 as stated above. Second by Dave B. There was no discussion. Motion carried.

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

Alex Junkin – Eagle Scout Troop #203 provided a paper copy of his presentation for his Eagle Scout Project. Alex would like to build “book boxes” and an additional bench at Ponderosa Park. He is asking for preliminary approval to begin preparations for this project.

A motion was made by Mark W. to give preliminary approval for Alex Junkin to begin his Eagle Scout preparations for this project for the parks. Second by Duane A. There was discussion regarding who would be the contact person. The secretary will reach out to the remaining member of the Parks & Rec Board to see if they would be willing to be the contact person for this project. If they are not available, the Roadmaster will be appointed as the contact person. Motion carried.

Also, if any email contact is made between Alex and the Township, we are required to attach his mother or father to the email.

The regular Board of Supervisors meeting was suspended at 6:16 p.m. to hold Condition Use Hearing 2024-01 for 771 Range End Road – L-Cubed regarding Steep Slope. Please refer to the separate Conditional Use Hearing 2024-01 meeting minutes.

Organization Reports:

Fire – A written report for January 2024 was provided.

EMA – Laurin Fleming verbally reported that an Emergency Management drill will take place in the fall. No date is set. CERT is being started in Cumberland County and our CERT Team is participating in training with them. The CERT Team is working on completing a 24-hour drill. Discussion ensued.

DAA – Calvin Hipp provided a verbal report, and the DAA January meeting minutes were provided.

EMS – Penn State – A written report was provided.

ACS – A written report was provided.

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

ZO/CEO Report – A written report was provided with ZO Wayne Smith reviewing the properties listed and any actions taken.

Engineer – A written report was provided.

The intention for the Water Street Bridge Wetland Delineation Report is to visit the site and have the report completed by this month. Discussion ensued.

Everything has been submitted for the Bypass Road Bridge. The comments and revisions are being taken care of and the construction should be able to start this summer.

A traffic study was completed for the Cabin Hollow Road Bridge. The road should be restricted, and the Franklin Township portion can be posted with signs upon approval by the BOS. Franklin Township does not control either access point and signage needs to be placed at Franklinton Borough at Route 194 and Cabin Hollow, and signage needs to also be placed at Warrington Township at Route 74 and Cabin Hollow Road. The road also passes through Carroll Township. Contact needs to be made with the other municipalities to place these signs. Phil B. and Duane A. will make contact. Discussion ensued.

A motion was made by Duane A. to approve the traffic study, post signs and to have Bret S. to update the ordinance restricting trucks on Cabin Hollow Road. Second by Tom K. There was no discussion. Motion carried.

The BOS set a date for Conditional Use Hearing (CUH) 2024-03 for 109 Bethel Church Road, Frank & Kay Rhodes. The CUH will be held on March 13, 2024 at 6:00 p.m. with the BOS meeting to start immediately following the CUH.

Subdivision and Land Development – Planning Commission (PC) recommended conditional approval of Final Add-On Subdivision of Jay & Vivian Knaub at 956 South Mountain Road. The PC also recommended conditional approval of Final Subdivision of Austin Millier at Lot 1, 129 Spring Drive. Both updated plans with a review letter will be provided at the next BOS meeting.

The PC is requesting a codified (cleaned-up) version by Solicitor Bret S. of all of our Junk Yard Ordinances, so the PC can work on amending it.

A motion was made by Mark W. to allow the Solicitor Bret S. to clean up the Junk/Junk Yard Ordinances for clean verbiage for the PC to amend. Second by Duane A. There was no discussion. Motion carried.

A standard Surety Bond letter was provided for the L-Cubed Final Land Development Plan – 771 Range End Road. The standard letter was reviewed by Phil B.

A motion was made by Mark W. to approved the Surety Bond of \$303,600.00. Second by Duane A. There was no discussion. Motion carried.

A Resolution was provided from 771 Range End Road L-Cubed to be approved for plan revisions for new development the Module has been submitted to us and reviewed. The Module now needs to be submitted to the York County Planning Commission for new development for approval with Resolution 2024-3. Phil B. recommends approval as it will satisfy several conditions of the conditional approval.

A motion was made by Mark W. to approve Resolution 2024-3 for 771 Range End Road. Second by Dave B. There was no discussion. Motion carried.

715/717 Range End Road was discussed. DEP inspected and found a few issues related to the E & S Permit and required a response to those issues for how they would be taken care of. The property will be inspected to make sure that they do not create any steep slope areas. Discussion ensued.

Approval & Payment of Bills – A motion was made Mark W. by to approve and pay the bills. Second by Duane A. 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 Dave B. There was no discussion. The motion carried.

Treasurer's Memo –

The Terminix contract was cancelled. A proposal was provided by Focus Pest Control, a local company, for \$1,700.00 per year and they will provide their service quarterly.

A motion was made by Duane A. to use Focus Pest Control at \$1,700.00 per year. Second by Dave B. There was no discussion. Motion carried.

There are several bank authorizations that need to be signed by the BOS.

The Roadmaster Report was provided in your packet. Discussion was held regarding moving the Roadmaster's Report farther up the agenda in the event the BOS needs to call and discuss items on the agenda. The Roadmaster's Report will be moved up in the agenda.

Solicitor's Report – The Solicitor indicated that he and Dave B. are working on the revisions for the Employee Handbook.

Marie W. and Bret S. will work in cooperation to provide the SFTF letters with the new form to any residents that currently have the SFTF System.

Bret S. indicated that if the attorney for the Millers were present at the Water Street Bridge Wetland Delineation, he would also like to be present to represent the BOS.

No Executive Session was needed.

New Business –

A motion was made by Mark W. to accept the resignation of John Lerew from the Parks & Rec Commission. Second by Duane A. There was no discussion. The motion carried.

There is no acting body for the Parks and Recreation Commission. A point of contact should be appointed for handling the daily activities. Two annual reports are supposed to be completed by the Parks and Recreation Commission. The Secretary will be the point of contact through the Township email.

The new playground equipment has been ordered by the Treasurer.

Brad Beck for Dillsburg Youth Baseball was present and indicated that the sports teams work together for field usage. If there are any issues the BOS will step in to resolve the issues. Certificates of Liability and schedules for field usage need to be submitted to the Township Office. Brad Beck indicated the baseball team would be putting down loam (dirt) on the fields requested help from the Roadmaster due to not being allowed to drive on the grass in the park. The AED machine will be placed back on the shed for the Spring.

A motion was made by Mark W. to accept the resignation of Barbara Morgret from the Parks & Rec Commission. Second by Duane A. There was no discussion. Motion carried.

A motion was made by Mark W. to accept the resignation of Kevin Cummings from the Planning Commission. Second by Duane A. There was no discussion. Motion carried.

Next Level Sports requested field use for the summer camps. Discussion ensued. The BOS requested more information regarding use and fees from last year.

The Softball Association requested field usage and as long as the sports teams work together, field usage is approved.

Public Comment – Maureen Wilson and Matthew Thomas introduced themselves and at the March 13, 2024 meeting they will be approved to be on their respective committees, Board of Auditors and Planning Commission, respectively.

There were several proposals provided to put epoxy on the floors of the Century Land bathrooms that are being renovated. The BOS reviewed each proposal. Roadmaster Andy G. was called to provide more information. Discussion ensued.

A motion was made by Mark W. to approved the epoxy floor proposal from Wicked Kolors PA Inc. for \$2,850.00 from the General Fund for the Century Lane bathroom renovations. Second by Duane A. There was no discussion. Motion carried.

Old Business –

Dave B. met with John Cherry from Dawood on January 12, 2024 regarding signing the RAC-P grant for the Township building improvements. It will be at least six months until we are notified if we are approved and how much the grant may be. There was an application fee of \$500.00. The secretary's credit card did not have enough credit from prior purchases and Dave B. needed to use his own credit card. Dave indicated the office staff should have their credit card limits increased. Discussion ensued.

A motion was made by Mark W. to increase Traci K., Pam W., Marie W. and Andy G.'s credit card limit to \$2,500.00 each. Second by Dave B. Discussion: There was no discussion. Motion carried.

Office Procedures –

Dave B. met with a representative from Stamm-Solutions and from LowV. LowV has a mobile system that can be moved from park to park and the system can be returned at any time. Dave B. will provide information before the March 13, 2024 meeting.

Dave B. attended the Northern York County Fire & Rescue meeting on January 22, 2024. He reported that the new engine is specked out but representatives from the fire company will need to determine specifics to meet the needs of NYCF&R. They are restructuring their apparatus replacement schedule with the goal of paying off the new truck within five years and retaining \$500,000 in the apparatus fund. They discussed the warehouses coming into the community and will be looking at what equipment will be needed to provide service to the warehouses in the future if they are built. Discussion ensued. The fire department received a grant for equipment to extricate a person if they have fallen into a grain bin or silo. Any unspent money from the tax increase will still be designated for the fire department. March 3, 2024 their annual banquet will be held.

Correspondence – There was none.

Public Comment – There was no public comment.

Executive Session – There was no Executive Session.

Adjournment – A motion was made by Mark W. at 8:06 p.m. to adjourn. Second by Dave B. There was no discussion. Motion carried.

Respectfully submitted,

Traci Kauffman

Traci Kauffman, Secretary
Franklin Township