

**FRANKLIN TOWNSHIP YORK COUNTY PA
BOARD OF SUPERVISORS (BOS)
REGULAR MEETING MINUTES
January 11, 2023
7:00 PM**

FINAL

Call to Order:

The January 11, 2023, Franklin Township Board of Supervisors (BOS) Meeting was called to order at 7:00 pm by Chairman Mark Wenrich. The meeting was held in person at 150 Century Lane, Dillsburg, PA. Visitors in attendance are listed on the meeting sign-in sheet.

Present: Chairman Mark Wenrich, Vice Chair David Buckwash, Supervisor Duane Anthony, Supervisor Kevin Cummings, Engineer Phillip Brath, Zoning Officer Wayne Smith, Treasurer/Asst. Secretary Pam Williams, Secretary Traci Kauffman, Solicitor Bret Shaffer

Absent: Supervisor Naomi Decker

Pledge of Allegiance and Prayer – Pledge and prayer were led by Chairman Mark Wenrich.

Approval of Minutes –

A motion was made by Supervisor Kevin Cummings to approve the Regular BOS Meeting Minutes of 12/14/2022 as written.

Second by Vice Chair Dave Buckwash.

There was no discussion.

The motion carried.

A motion was made by Supervisor Kevin Cummings to approve the BOS Reorganization Meeting Minutes of 1/3/23 as written.

Second by Vice Chair Dave Buckwash.

There was no discussion.

The motion carried.

A motion was made by Supervisor Duane Anthony to approve the Pension/Budget Meeting Minutes of 11/3/2022 as written.

Second by Vice Chair Dave Buckwash.

There was no discussion.

Abstain: Supervisor Kevin Cummings.

The motion carried.

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

Steve Boone of Cabin Hollow Road requested that the Old Cabin Hollow Road Bridge restrict or limit the commercial vehicles that can travel on it because it is so narrow. The Bridge is a one lane bridge, and the county is looking at making a two-lane bridge. Discussion ensued. Roadmaster Andy Gibb and Engineer Phil Brath will meet and visit the location to determine what signs can be posted and where they can be posted.

A motion was made by Supervisor Kevin Cummings to have the Roadmaster purchase necessary signs as advised by the Township Engineer.

Second by Supervisor Duane Anthony.

Discussion: There was discussion on any dollar amount being placed on the signs. It was decided the need outweighs the cost at this time.

The motion carried.

CUH Hearing Date

A Conditional Use Hearing date was set for CUH2023-1 for 300 Stephanie Drive at 5:30 p.m. on February 8, 2023.

Organization Reports:

Police –

A verbal report was provided by Lieutenant John Migatulski and a written Monthly Activity Report, and a Statistical Recap was submitted for November 2022.

EMS – Penn State – A written report for December 2022 was provided.

BC0/Zoning Officer Report – A December 2022 written report was provided by Land and Sea Services, LLC.

A December written report was provided along with a verbal report by ZO Wayne Smith.

Fire – A written and verbal report for December 2022 was provided by Chief Morales. There were fifty-five calls for the month and eleven were in the Township and there were 472 calls for the year, the Township annual total now being 110. When Old Cabin Hollow Road Bridge was opened, 911 dispatch was not notified.

Emergency Management – York County Office of Emergency Management Training coming up on February 11, 2023 for Elected Officials. Laurin Fleming provided comments and additions to be reviewed for the building addition/renovation.

Engineer's Report – A December 2022 written report was submitted by Engineer Phil Brath. The Accessory Dwelling Unit (ADU) Ordinance is still under review with Solicitor Bret Shaffer. The Junk Yard Ordinance amendment was provided by the Planning Commission to be reviewed. Engineer Phil Brath provided a comment letter regarding The Joseph Machine Company plan that was submitted. Chris Hoover of Hoover Engineering provided a revised plan to the BOS members for review. The plan is for a storage building that will have electricity but no heat or water. They took a recorrective action process to make sure the lots are all combined and recorded by a deed of consolidation at the York County Court House. Discussion ensued. They are asking for six waivers. This business is in the mixed-use zone. There is no Conditional Use Hearing required.

A motion was made by Supervisor Kevin Cummings to waive the preliminary plan, approve this as the final plan and grant all six waivers as listed and contingent upon satisfaction of all comments from the engineer's letter dated January 10, 2023.
Second by Supervisor Duane Anthony.
There was no discussion.
The motion carried.

Subdivision and Land Development –
Crossroads Warehouse Project – Engineer Phil Brath indicated that Crossroads Warehouse on Glenwood Road was submitted for Conditional Use in Carroll Township and may be forthcoming for Conditional Use in Franklin Township. Engineer Brath requested to be the Township Objector and read a statement for Franklin Township at the Conditional Use Hearing on February 7, 2023 at 6:00 p.m. Discussion ensued. It was decided it could be a conflict of interest due to the fact that he also represents Carroll Township and Franklinton Borough. It was decided that Chair Mark Wenrich would read the statement for Franklin Township.

A motion was made by Supervisor Kevin Cummings to have Chair Mark Wenrich to read the statement that Engineer Phil Brath prepared regarding the traffic concerns for the Crossroads Warehouse Project as the Township Objector for the Conditional Use Hearing in Carroll Township.
Second by Supervisor Duane Anthony.
Discussion: Should a second person be placed on the motion in case Chairman Mark Wenrich is not available?

The motion was amended to: A motion was made by Supervisor Kevin Cummings to have Chair Mark Wenrich, or any other Township Supervisor read the statement that Engineer Phil Brath prepared regarding the traffic concerns for the Crossroads Warehouse Project as the Township Objector for the Conditional Use Hearing in Carroll Township.
Second by Supervisor Duane Anthony.
There was no discussion.
The motion carried as amended.

Approval & Payment of Bills:
A motion was made by Chairman Mark Wenrich to approve and pay the bills.
Second by Supervisor Duane Anthony.
There was no discussion.
The motion carried.

Treasurer's Report –
A motion was made by Chairman Mark Wenrich to accept the Treasurer's Report.
Second by Supervisor Kevin Cummings.
There was no discussion.
The motion carried.

Treasurer's Memorandum – Treasurer Pam Williams provided verbal updates regarding the annual audit being on Feb 1 & 2, she put in for the recycle grant again and Duane is checking into the CyberRisk information (a written copy was provided).

Roadmaster's Report – The Extended Warranty information was provided by the Roadmaster for the new 2023 Kubota Zero Turn Mower. The BOS decided it was not worth the extra cost.
A motion was made by Chairman Mark Wenrich to decline the warranty.
Second by Vice Chair Dave Buckwash.
There was no discussion.
The motion carried.

Solicitor's Report –
The updated ordinance information will be provided for next month's meeting, including amending the Non-UCC permits.

The solicitor needs to talk to DEP regarding further information to be placed on the revised Small Flow Treatment Facilities form.

The SFTF (Small Flow Treatment Facility) letters will be worked on by Marie and the Solicitor.

Executive Session – There was no Executive Session at this time.

New Business:

Information was provided regarding Travelers CyberRisk Multifactor Identification. It was reviewed by Supervisor Duane Anthony. Multifactor identification is a second code needed to access your computer information to keep your information safe. Discussion ensued. More information will be provided at a later date.

Any resident with a delinquent sewer pumping will be sent a letter from Solicitor Bret Shaffer for non-compliance.

A motion was made by Vice Chair Dave Buckwash for Solicitor Shaffer to take enforcement steps to bring residents into compliance according to Act 537 Sewage Facilities Act.

Second by Chair Mark Wenrich.

There was no discussion.

The motion carried.

New chairs need purchased for the office and the meeting room. Discussion ensued.

The BOS regular meeting time change from 7:00 p.m. to 6:00 p.m.

A motion was made by Chair Mark Wenrich for the BOS Regular meetings and the Reorganization Meeting time to be changed from 7:00 p.m. to 6:00 p.m.

Second by Supervisor Duane Anthony.

Discussion: Secretary Traci Kauffman inquired whether or not the reorganization meeting time should be changed. It will change to 6:00 p.m., also. Is there sufficient time to advertise before the February 8, 2023 meeting? Yes there is.

The motion carried.

The Planning Commission vacancy ad will run for two weeks and then it will be revisited. Discussion ensued. Secretary Traci Kauffman will reach out to Mr. Hipp to find out his interest in any current vacancy.

Information was provided from EM Coordinator Laurin Fleming regarding an Elected Official Seminar on February 11, 2023. Vice Chair Dave Buckwash will attend.

Old Business:

A company called Government Financial Solutions may be able to help the township with the RACP Grant.

A motion was made by Supervisor Kevin Cummings to allow Vice Chair Dave Buckwash to meet with Government Financial Solutions to help get the RACP grant.

Second by Chair Mark Wenrich.

There was no discussion.

The motion carried.

EM Coordinator Laurin Fleming provided a wish list of items and a written plan to be considered with the building addition/renovation. This was tabled.

Vice Chair Dave Buckwash indicated that Office Assistant Marie Wilcox is still inquiring about leasing and/or purchasing a large scanner. Discussion ensued.

The phone system needs updating. Vice Chair Dave Buckwash and the office staff will work on checking into updates or a new phone system.

Two more file cabinets are needed since cleaning out the files.

A motion was made by Chair Mark Wenrich to buy two more file cabinets at the same cost as the last two purchased.

Second by Vice Chair Dave Buckwash.

Discussion: Is there a place to put them? Yes.

The motion carried.

Correspondence –

A form from the York County Envirothon requesting a donation was provided. All donations are suspended pending the outcome of our building grant for the addition/renovation to our building.

A thank you letter was received from New Hope Ministries.

ADD ON ITEMS –

A motion was made by Chair Mark Wenrich to add two items to the agenda that were provided within the last 24 hours.

Second by Supervisor Duane Anthony.

There was no discussion.

The motion carried.

The two items listed below are the add-on items.

A motion was made by Chair Mark Wenrich to approve the Budget Meeting Minutes of 12/28/2022 as written.

Second by Vice Chair Dave Buckwash.

There was no discussion.

Abstain: Supervisor Duane Anthony.

The motion carried.

The application for Subdivision and Land Development (SD/LD) needs to be revised to have a signature page added. Discussion ensued.

A motion was made by Supervisor Kevin Cummings to revise the SD/LD application to have a signature page and substitute it in the SALDO.

Second by Supervisor Duane Anthony.

There was no discussion.

The motion carried.

Public Comment – There was no public comment.

Executive Session – No decisions will be made, and it started at 8:33 p.m. and ended at 8:38 p.m.

Adjournment:

A motion was made by Supervisor Kevin Cummings at 8:39 p.m. to adjourn.

Second by Chair Mark Wenrich.

There was no discussion.

The motion carried.

Respectfully submitted,

Traci Kauffman

Traci Kauffman, Secretary

Franklin Township