

**FRANKLIN TOWNSHIP YORK COUNTY PA  
BOARD OF SUPERVISORS (BOS)  
REGULAR MEETING MINUTES  
January 12, 2022**

**FINAL**

**Call to Order**

The January 12, 2022, Franklin Township Board of Supervisors (BOS) Meeting was called to order at 7:00 PM by Supervisor David Buckwash. The meeting was held via Zoom and in person at 150 Century Lane, Dillsburg, PA. Visitors in attendance are listed on the meeting sign-in sheet.

**Roll Call**

**Present:**

Vice-Chairman David Buckwash  
Supervisor Duane Anthony  
Supervisor David Christensen  
Supervisor Naomi Decker  
Solicitor Bret Shaffer  
Engineer Phillip Brath  
Treasurer/Asst. Secretary Pam Williams  
Secretary Traci Kauffman

**Absent:**

Chairman Mark Wenrich

**Pledge of Allegiance and Prayer**

Pledge of Allegiance and Prayer was led by Vice-Chairman Dave Buckwash.

**Approval of Minutes**

**Approval of November 10, 2021 Regular BOS Meeting Minutes**

**A motion was made by** Vice-Chairman Dave Buckwash to approve the November 10, 2022 BOS Regular Meeting Minutes.

**Second by:** Supervisor Naomi Decker.

**Discussion:** There was no discussion.

**The motion carried.**

**Approval of November 18, 2021 Budget Meeting Minutes**

**A motion was made by** Supervisor Naomi Decker to approve the November 18, 2021 Budget Meeting Minutes.

**Second by:** Supervisor Dave Christensen

**Discussion:** There was no discussion.

**The motion carried.**

**Approval of December 29, 2021 Budget Meeting Minutes**

**A motion was made by** Supervisor Dave Christensen to approve the November 18, 2021 Budget Meeting Minutes.

**Second by:** Supervisor Duane Anthony

**Discussion:** There was no discussion.

**The motion carried.**

**Conditional Use Hearing Meeting date set for February 9, 2022 at 6 p.m.**

Vice-Chairman Dave Buckwash noted that a Conditional Use Hearing needed to be scheduled for 853 Range End Road, CUH2022-1. Discussion ensued regarding the date availability.

The Conditional Use Hearing is scheduled for February 9, 2022, at 6:00 pm for the application submitted by Richard Gladwell, Jr. for the address located at 853 Range End Road, Dillsburg, PA 17019.

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

Richard Ireland was not in attendance therefore, there was no public comment.

### **Organization Reports**

**Police –** No written report was submitted, and no written Franklin Township Activity Report was submitted.

Chief Lash indicated that a PennDot Supervisor checked sign placement on the jug handles of Franklin Church Road and Route 15 and indicated they will be reevaluating where the signs are for safety. Discussion ensued.

Chief Lash indicated that starting February 1, 2022 there will be a Mental Health Community Liaison provided by Wellspan Mental Health within the police department. There were over five hundred mental health calls last month.

### **Fire –**

A. A written report was submitted for December 2021.

Chief Hector Morales gave a brief report. For the month of December, the Department ran sixty calls bringing their total for the year to 565, fifteen of those were in the Township bringing that total to 158. Chief Morales explained activities that have taken place in the month of November.

January 15 there will be a firefighter appreciation dinner and there will be other fire companies on call during that time. January 24 at 6:00 p.m. there will be a Steering Committee Meeting.

B. Solicitor Bret Shaffer indicated that Mark Snyder should present information regarding the Fire Truck Loan refinancing. The Township was left off the paperwork on the refinancing. Solicitor Shaffer explained what happened when the Fire Truck was refinanced and suggested the BOS make a motion to have Franklin Township put back on the loan at 1% interest rate.

**A Motion was made** by Supervisor Dave Christensen to sign the loan agreement at the lower interest rate of 1%..

**Second by** Vice-Chairman Dave Buckwash

**Discussion:** Supervisor Naomi Decker asked for clarification that the only change made would be adding Franklin Township back on the loan. Solicitor Shaffer said it was.

**The motion carried.**

### **EMS –**

A. A written report for November 2021 Emergency Services was provided.

B. A written report for December 2021 Emergency Services was provided

### **DAA –**

A. No written report was provided.

B. An informational letter regarding road maintenance and paving for 2022 was provided.

### **Emergency Management –**

A. The BOS indicated that Emergency Management may use Ponderosa Park for their CERT Exercises as long as there is no conflict with sports events.

B. An invitational letter was provided from the York County Office of Emergency Management Elected Officials Seminar that will be held on February 12, 2022.

**Route 15 Transportation –** No written report was provided.

Discussion ensued regarding Chief Lash speaking with PennDot and the safety concerns with the signs and the jug handles.

### **Engineer's Report –**

A. A December 2021 written report was submitted.

B. We will compile a letter with the Franklintown Borough to invite residents to either a Borough Council Meeting or a Board of Supervisors Meeting concerning road name changes for Glenview Drive/Glenview Circle/Glenview Circle Extended and the 911 emergency concerns.

### **Approval & Payment of Bills**

**A Motion was made** by Vice-Chairman Dave Buckwash to approve and pay the bills.  
**Second by** Supervisor Naomi Decker  
**Discussion:** There was no discussion  
**The motion carried.**

### **Treasurer's Correspondence**

#### **Treasurer's Report**

**A motion was made by** Supervisor Naomi Decker to accept the Treasurer's Report.  
**Second by** Supervisor Dave Christensen.  
**Discussion:** There was no discussion.  
**The motion carried.**

#### **Treasurer's Memorandum**

Treasurer Pam Williams indicated an updated authorized signers list from Members 1st needs signed with a recent driver's license if your license has expired or an updated copy of your license is needed. The Annual Financial Audit is scheduled for February 3 & 4, 2022.

#### **BCO / Zoning Officer Report-**

A December 2021 Written Report & Invoicing from Land and Sea was submitted  
A December 2021 Written Report from Barry Isett & Assoc./Jeff Gardner was submitted.  
For the illegal dump site at 1516-1512 Baltimore Road on 12/15/2021 a notice of violation was issued.  
Discussion ensued.

#### **Subdivision and Land Development**

Lexington Fields

A. No Scope Meeting comments were provided.

Engineer Phil Brath indicated a By Pass Road Bridge routine safety inspection will be done and provided written information.

B. Final Minor Subdivision Plan for Keith A. and Darlene M. Harbold, 202 Franklin Church Road: Surveyor, Todd Lyons was present to discuss the Subdivision plan submitted on behalf of Keith A. and Darlene M. Harbold. The review letter submitted from the Township Engineer Phil Brath noted that the purpose of this plan is to subdivide an existing lot of approximately 19.82 acres with two homes into three lots. Lot 1 of approximately 2.06 acres containing an existing home; Lot 2 of approximately 2.15 acres containing an existing home; and Lot 3 of 15.61 acres as a proposed new building lot. The existing homes are located along Clearview Road (T879) and the new building lot will gain access to Franklin Church Road (SR4043). Discussion ensued with the Board regarding each of the items within the Engineer's letter dated 12/9/2021. The Township needs to provide an address for the new lot. A Sewer Module needs submitted to DEP. The clear sight space triangles need removed from the plan and there needs to be five signature spaces on the plan. The waivers were reviewed and acted on as follows:

**A motion was made by** Vice-Chairman Dave Buckwash to accept all six waiver requests in the December 22, 2021 Gibson Thomas Engineering letter regarding the Harbold, 202 Franklin Church Road Subdivision.

**Second by** Supervisor Dave Christensen

**Discussion:** There was no discussion.

**The motion carried.**

**A motion was made by** Vice-Chairman Dave Buckwash recommended approval of the Final Minor Subdivision Plan for Keith A. and Darlene M. Harbold at 202 Franklin Church Road, contingent on

addressing all of the following comments in Phillip Brath's Comment Letter dated December 22, 2021 and to include an additional Item in General Comments, add dimensions for Dedicated Right-of-Way.

**Second by** Supervisor Dave Christensen.

**Discussion:** There was no discussion.

**The motion carried.**

#### **Solicitor –**

Refinancing of the Fire Truck was discussed above.

Solicitor Bret Shaffer explained how to dispose of old records and how we must compile a list of all old records to be disposed of. The list must be placed on the Records Resolution and then upon approval by the BOS, disposal of the old records can be completed. Discussion ensued.

Clint & Joann Williams – Solicitor Bret Shaffer spent time working on a resolution for this issue and will discuss it in an Executive Session.

Stough/Mason SFTF – Solicitor Bret Shaffer needs to follow up on this.

Recovery Act Funds – The contract with Zelenofske Axelrod, LLC was a place holder to retain the option to use their services. Discussion ensued regarding the use of other firms and the costs associated with doing that. The decision to choose a firm was tabled until the next meeting.

**Executive Session –** There was no Executive Session at this time, it will be held later in the meeting.

A. Water Street Litigation

B. Bennington/Lexington Fields Plan Litigation/Legal Concerns

#### **Municipality Reports**

##### **Parks & Recreation –**

A. No Minutes were provided.

##### **Roadmaster –**

A. A written report from Roadmaster Andy Gibb was provided in the Treasurer's packet.

B. Discussion regarding "No Truck" sign for Hickory Road. Discussion ensued. Engineer Brath indicated that it is not a problem for all trucks but is a tractor trailer issue and a sign can be installed.

**Planning Commission –** December 14, 2021 minutes were presented for informational purposes only. Supervisor Decker inquired about solar arrays. Discussion ensued. Supervisor Christensen indicated the Planning Commission is looking into where they would be allowed to be placed and what other municipalities are doing regarding solar arrays.

**Zoning Hearing Board –** No written report was provided.

#### **New Business**

Trash Bid for 2022 – Republic indicated there is an option to extend their contract. Discussion ensued. If the Township does not accept their offer, we will need to take bids and advertise.

A resident indicated concern regarding our trash service, missed pickups and not getting the service for which, they are paying.

A resident questioned if they could take some Ponderosa Park cherry wood that had fallen to carve wooden utensils. Discussion ensued. The BOS decided that they cannot set a precedent by allowing anyone to remove anything from the parks.

An invitation was provided for AWR-310 Disaster Awareness for Community Leaders to be held on four different dates this year.

Secretary Traci Kauffman requested permission to sign up for Basic "Virtual" Training for Secretaries and Administrators on 1/27 & 2/3, 2022 at a cost of \$75.00.

**A motion was made by** Vice-Chairman Dave Buckwash to allow Secretary Kauffman to sign up for Basic "Virtual" Training for Secretaries and Administrators on 1/27 & 2/3, 2022.

**Second by** Supervisor Dave Christensen.

**Discussion:** There was no discussion.

**The motion carried.**

An application was provided for the hiring of Eric Stonesifer as a part-time, as needed snow plow driver. Discussion ensued.

**A motion was made by** Vice-Chairman Dave Buckwash to hire Eric Stonesifer as a part-time, as needed snow plow driver contingent upon speaking with Roadmaster Andy Gibb.

**Second by** Supervisor Naomi Decker.

**Discussion:** There was no discussion.

**Opposed:** Supervisor Dave Christensen

**The motion carried.**

Traci Kauffman, Township Secretary will be the voting delegate for the PSATS Conference on April 24-27, 2022. Discussion ensued.

Brian Galbraith consented to be appointed to the Board of Auditors.

**A motion was made by** Vice-Chairman Dave Buckwash appointed Brian Galbraith to the Board of Auditors.

**Second by** Supervisor Naomi Decker.

**Discussion:** There was no discussion.

**The motion carried.**

### **Old Business**

Supervisor Dave Buckwash will be distributing the key fobs for the LowV Security System soon. Discussion ensued.

**A motion was made by** Supervisor Dave Buckwash to authorize Treasurer Pam Williams to pay LowV the price for the installation and equipment of the security system contingent upon Supervisor Dave Christensen's conversation with Roadmaster Andy Gibb and determining if there was prior damage to the door and what it cost to fix the door, combined with the possibility of striking an agreement with LowV that we will pay the full amount if LowV will cancel the billing for the additional training that should have been covered in the contract.

**Second by** Supervisor Duane Anthony.

**Discussion:** There was no discussion.

**The motion carried.**

We have received six applications that are being reviewed to hire for the part-time office position.

Discussion ensued.

Several carpet businesses have been contacted to provide bids. Discussion ensued.

The Records Retention Policy/Resolution for Disposal of Records was discussed under the Solicitor.

Wayne Smith is currently working on purchasing of Zoning signs for posting.

The current information regarding 119 Tuckahoe Road and the two unregistered vehicles is being handled by Jeff Gardner and there is no new report.

Working Supervisors Compensation amount is recommended by the Board of Auditors. The current amount is \$20.00, and a recommendation was made for it to be raised to \$21.00.

**A motion was made by** Supervisor Naomi Decker to raise the recommended amount of the working Supervisor Compensation to \$21.00/per hour.

**Second by** Vice-Chair Dave Buckwash.

**Discussion:** There was no discussion.

**The motion carried.**

Road Crew Compensation is set by the BOS. The cost-of-living increase has nothing to do with having a CDL and the road crew member (Eric Nace), even without his CDL, should still receive the cost-of-living increase.

**A motion was made by** Supervisor Naomi Decker for the cost-of-living increase of 3% be provided to Eric Nace.

**Second by** Vice-Chair Dave Buckwash.

**Discussion:** There was no discussion.

**The motion carried.**

Vice Chair Dave Buckwash volunteered to be appointed Alternate NYCF&R Steering Committee Representative.

**A motion was made by** Supervisor Naomi Decker for Vice-Chair Dave Buckwash to be the Alternate NYCF&R Steering Committee Representative.

**Second by** Supervisor Duane Anthony.

**Discussion:** There was no discussion.

**The motion carried.**

### **Correspondence**

Thank you letter from Barry Isett & Assoc, Inc.

A winter schedule was provided by Walters Services.

Thank you letter from Dillsburg Area Public Library for the donation.

A Transportation Coalition Meeting will be held January 20, 2022 in Hellam Township. Discussion ensued.

There will be a PennDot Route 74 (Carlisle Rd.) Bridge Replacement in Dover & Warrington Twps., York County.

### **Public Comment (Resident Concerns)**

There were no public comments.

ZO Wayne Smith requested information regarding the Township Noise Ordinance because there is no documentation on the website. Discussion ensued. ZO Wayne Smith was requesting paper copies of the Township Ordinances. Discussion ensued.

### **Adjournment**

**A motion was made by** Vice Chair Dave Buckwash at 9:48 p.m. to adjourn.

**Second by** Supervisor Dave Christensen.

**Discussion:** There was no discussion.

**The motion carried**

### **Executive Session**

An Executive Session was held following the meeting and no decisions were made.

Respectfully submitted,

*Traci Kauffman*

Traci Kauffman

Secretary

Franklin Township