

**FRANKLIN TOWNSHIP YORK
COUNTY BOARD OF
SUPERVISOR (BOS)
REORGANIZATION MEETING
January 2, 2024**

(X) Mark Wenrich (X) Dave Buckwash – via ZOOM (A) Duane Anthony- Absent
(X) Paula Kostick (X) Tom Keefer
(X) Traci Kauffman (X) Marie Wilcox (X) Pamela Williams

CALL TO ORDER

Mark Wenrich called the meeting to order at 6:00 PM. The meeting was held at 150 Century Lane, Dillsburg, PA. There were no visitors in attendance.

Mark Wenrich retook the Oath of Office.

PLEDGE OF ALLEGIANCE AND PRAYER

The Pledge of Allegiance and opening prayer were given by Mark Wenrich.

APPOINTMENT OF TEMPORARY CHAIRMAN

A motion was made by Dave Buckwash to appoint Mark Wenrich as Temporary Chairman.
Second by Tom Keefer.
The motion carried.
Abstain: Mark Wenrich because he is the nominee.

APPOINTMENT OF CHAIRMAN

A motion was made by Dave Buckwash to appoint Mark Wenrich as Chairman.
Second by Tom Keefer.
The motion carried.
Abstain: Mark Wenrich because he is the nominee.

APPOINTMENT OF VICE-CHAIRMAN

A motion was made by Mark Wenrich to appoint Dave Buckwash as Vice Chairman.
Second by Paula Kostick.
The motion carried.
Abstain: Dave Buckwash because he is the nominee.

APPOINTMENT OF SECRETARY

A motion was made by Mark Wenrich to appoint Traci Kauffman as Secretary.
Second by Dave Buckwash.
All in favor. The motion carried.

APPOINTMENT OF TREASURER

A motion was made by Chairman Mark Wenrich to appoint Pam Williams as Treasurer.
Second by Tom Keefer.
All in favor. The motion carried.

APPOINTMENT ASSISTANT SECRETARY

A motion was made by Mark Wenrich to appoint Pam Williams as Treasurer/Assistant Secretary.

Second by Dave Buckwash.
All in favor. The motion carried.

APPOINTMENT OF SECOND ASSISTANT SECRETARY

A motion was made by Mark Wenrich to appoint Marie Wilcox as Second Assistant Secretary.

Second by Paula Kostick.
All in favor. The motion carried.

EXECUTIVE SESSION

No Executive Session was needed at this time.

APPOINTMENT OF SOLICITOR

A motion was made by Mark Wenrich to retain the firm of Schiffman, Sheridan & Brown with Bret Shaffer as Township Solicitor at the rate of \$160.00 per hour for 2024.

Second by Dave Buckwash
All in favor. The motion carried.

APPOINTMENT OF ENGINEER

A motion was made by Mark Wenrich to retain Phillip Brath, Gibson-Thomas Engineering as Township Engineer at the rate of \$154.00 per hour for 2024.

Second by Dave Buckwash.
All in favor. The motion carried.

APPOINTMENT OF TRAFFIC ENGINEER

A motion was made by Mark Wenrich to retain Phillip Brath as Township Traffic Engineer at his firm of Gibson-Thomas Engineering at the rate of \$154.00 per hour for 2024.

Second by Dave Buckwash.
All in favor. The motion carried.

APPOINTMENT OF SEWAGE ENFORCEMENT OFFICER

A motion was made by Mark Wenrich to appoint Gary Morrow as Township SEO at an hourly rate of \$60.00 and as per the submitted fee schedule for 2023.

Second by Dave Buckwash.
All in favor. The motion carried.

APPOINTMENT OF ALTERNATE SEWAGE ENFORCEMENT OFFICER

A motion was made by Mark Wenrich to appoint David Morrow as Alternate Township SEO at an hourly rate of \$60.00 and as per the submitted fee schedule for 2024 as provided by CEO Gary Morrow above.

Second by Dave Buckwash.
All in favor. The motion carried.

APPOINTMENT OF EMERGENCY MANAGEMENT COORDINATOR

A motion was made by Mark Wenrich to reappoint Laurin Fleming as the Township Emergency Management Coordinator at the 2024 budgeted wage.

Second by Paula Kostick.
All in favor. The motion carried.

APPOINTMENT OF ASSISTANT EMERGENCY MANAGEMENT COORDINATOR

A motion was made by Mark Wenrich to reappoint Larry Harbold as the Township Assistant Emergency Management Coordinator at the 2024 budgeted wage.

Second by Paula Kostick.
All in favor. The motion carried.

APPOINTMENT OF BCO

A motion was made by Mark Wenrich to appoint Approved Code Services, Inc. as Building Code Official for 2024 as per the submitted fee schedule and to retain Land & Sea Services for 2023 completion work.

Second by Dave Buckwash.
All in favor. The motion carried.

APPOINTMENT OF BUILDING INSPECTOR

A motion was made by Mark Wenrich to appoint Approved Code Services, Inc. as Building Inspector for 2024 as per the submitted fee schedule and to retain Land & Sea Services for 2023 completion work.

Second by Dave Buckwash.
All in Favor. The motion carried.

APPOINTMENT OF ZONING OFFICER

A motion was made by Mark Wenrich to appoint Wayne Smith as the Zoning Officer and the Code Enforcement Officer at the rate of \$50.00/ per hour for 2024.

Second by Dave Buckwash.
All in favor. The motion carried.

APPOINTMENT OF CODE ENFORCEMENT OFFICER

A motion was made by Mark Wenrich to appoint Wayne Smith as the Code Enforcement Officer at the rate of \$50.00/per hour for 2024.

Second by Dave Buckwash.
All in favor. The motion carried.

APPOINTMENT OF SOLICITOR OF THE ZONING HEARING BOARD (ZHB)

A motion was made by Mark Wenrich to retain Linus Fenicle, as the ZHB Solicitor, at an hourly rate of \$165.00 and as per the submitted 2024 fee schedule.

Second by Dave Buckwash.
All in favor. The motion carried.

APPOINTMENT OF STENOGRAPHER

A motion was made by Mark Wenrich to retain Roxy Cressler as the Stenographer for \$100/per hour as per the submitted 2024 fee schedule.

Second by Dave Buckwash.
All in favor. The motion carried.

APPOINTMENT OF VACANCY BOARD CHAIRMAN

A motion was made by Mark Wenrich to reappoint Page Shumaker as the Vacancy Board Chairman.

Second by Dave Buckwash.

All in favor. The motion carried.

APPOINTMENT TO ZONING HEARING BOARD

There was no motion made to reappoint Rick Hoffman to the Zoning Hearing Board.

A motion was made by Mark Wenrich to appoint Carl Oberg as a regular member at a 3- year term on the Zoning Hearing Board.

Second by Dave Buckwash.

All in favor. The motion carried.

APPOINTMENT TO PLANNING COMMISSION

A motion was made by Mark Wenrich to advertise with a job description for the alternate vacancy on the Zoning Hearing Board for two weeks.

Second by Dave Buckwash.

All in favor. The motion carried.

APPOINTMENT TO PLANNING COMMISSION

A motion was made by Mark Wenrich to advertise with a job description for the vacancy on the Planning Commission for two weeks.

Second by Dave Buckwash.

All in favor. The motion carried.

A motion was made by Mark Wenrich to appoint Fred Deluca to a 5-year term on the Planning Commission.

Second by Dave Buckwash.

All in favor. The motion carried.

APPOINTMENT TO BOARD OF AUDITORS

A motion was made by Mark Wenrich to advertise with a job description for the vacancy on the Board of Auditors for two weeks.

Although we have an account firm to audit the books, we still need a BOA.

All in favor. Motion carried.

APPOINTMENT OF NORTHERN YORK COUNTY REGIONAL POLICE DEPARTMENT TOWNSHIP REPRESENTATIVE & ALTERNATE

A motion was made by Vice Chair Dave Buckwash to appoint Mark Wenrich as the Northern York County Regional Police Department Township Representative and to appoint Tom Keefer as the Northern York County Regional Police Department Township Alternate.

Second by Paula Kostick.

All in favor. The motion carried.

APPOINTMENT OF NORTHERN YORK FIRE AND RESCUE TOWNSHIP REPRESENTATIVE & ALTERNATE

A motion was made by Mark Wenrich to appoint Dave Buckwash as the Northern York County Fire and Rescue Township Representative and to appoint Paula Kostick as the Northern York County Fire and Rescue Township Alternate.
Second by Dave Buckwash.
All in Favor. The motion carried.

APPOINTMENT OF DELINQUENT TAX COLLECTOR

A motion was made by Mark Wenrich to retain York Adams Tax Bureau as the Delinquent Tax Collector for 2024.
Second by Dave Buckwash.
All in favor. The motion carried.

APPOINTMENT OF TOWNSHIP DELEGATES TO STATE ASSOCIATION CONVENTION

A motion was made by Mark Wenrich to appoint any available Supervisors who wish to attend as delegates to the State Association Convention.
Second by Paula Kostick.
All in favor. The motion carried.

APPOINTMENT OF TOWNSHIP VOTING DELEGATE TO STATE ASSOCIATION CONVENTION

A motion was made by Mark Wenrich to appoint the Traci Kauffman, Township Secretary as the voting delegate to the State Association Convention.
Second by Dave Buckwash.
All in favor. The motion carried.

EXECUTIVE SESSION – WAGES

There was no Executive Session needed at this time.

APPOINTMENT OF SECRETARY

A motion was made by Mark Wenrich to reappoint Traci Kauffman as the Secretary at an hourly rate of \$22.05 a 5% increase for 2024.
Second by Dave Buckwash.
All in favor. The motion carried.

APPOINTMENT OF TREASURER

A motion was made by Mark Wenrich to reappoint Pamela Williams as Treasurer/Asst. Secretary at an hourly rate of \$30.41, a 5% increase for 2024.
Second by Dave Buckwash.
All in favor. The motion carried.

APPOINTMENT OF ROADMASTER

A motion was made by Mark Wenrich to reappoint Andy Gibb as Roadmaster at a projected hourly rate of \$36.26, a 5% increase for 2024.

Second by Dave Buckwash.

All in favor. The motion carried.

APPOINTMENT OF SECOND ASSISTANT SECRETARY

A motion was made by Mark Wenrich to reappoint Marie Wilcox as Second Assistant Assistant at a

projected hourly rate of \$20.95, a 5% increase for 2024.

Second by Dave Buckwash.

All in favor. The motion carried.

Full Time Road Crew

A motion was made by Mark Wenrich to retain Eric Nace as full-time Road Crew employee for the 2024 calendar year at the hourly rate of \$22.71, a 5% increase and Bob King as full-time Road Crew employee for the 2024 calendar year at the projected hourly rate of \$28.15, a 5% increase for 2024.

Second by Dave Buckwash.

All in favor. The motion carried.

Seasonal/Temporary Employees

A motion was made by Vice Chair Dave Buckwash to keep the wage for Seasonal/Temporary Employees at an hourly rate of \$21.00 for 2024.

Second by Chairman Mark Wenrich.

All in favor. The motion carried.

SUPERVISORS COMPENSATION

Currently set by the Board of Auditors at \$21.00 per hour.

A motion was made by Mark Wenrich to keep the wage for "working supervisor" at \$21.00 per hour for 2024.

Second by Dave Buckwash.

The motion carried.

DATES FOR SUPERVISOR MEETINGS IN 2024-2025

A motion was made by Mark Wenrich to set the Supervisors meeting on the second Wednesday of each month beginning at 6:00 PM. January 10, February 14, March 13, April 10, May 8, June 12, July 10, August 14, September 11, October 9, November 13, December 13 of 2024 and January 6, 2025 for a combined Reorg/Regular meeting.

Second by Tom Keefer.

All in favor. The motion carried.

ESTABLISH MILEAGE REIMBURSEMENT RATE

A motion was made by Mark Wenrich to accept the set mileage reimbursement rate from the IRS at .67 cents per mile for 2023.

Second by Dave Buckwash.

All in favor. The motion carried.

DESIGNATE TOWNSHIP BANKS & DEPOSITORIES

A motion was made by Mark Wenrich to retain Members 1st ACNB, F&M, & First National Bank as the Township's banks and depositories for 2023.

Second by Paula Kostick.

All in favor. The motion carried.

SUPERVISOR LIAISONS

Road Department

A motion was made by Dave Buckwash to appoint Mark Wenrich as the Road Department Liaison.

Second by Tom Keefer.

Abstain: Mark Wenrich abstained because he was the nominee.

The motion carried.

Administrative Department

A motion was made by Mark Wenrich to appoint Dave Buckwash as the Administrative Department Liaison.

Second by Tom Keefer.

Abstain: Dave Buckwash abstained because he was the nominee.

The motion carried.

CONVENTIONS, SEMINARS & MEETINGS HELD OUTSIDE THE TOWNSHIP OFFICE

County Convention

A motion was made by Mark Wenrich to authorize all Supervisors, Appointed Officials and Employees to attend the County Convention using allocated funds for fees, expenses, mileage and the meeting fee upon BOS approval.

Second by Dave Buckwash .

All in favor. The motion carried.

State Convention

A motion was made by Mark Wenrich to authorize all Supervisors, Appointed Officials and Employees to attend the State Convention using allocated funds for fees, expenses, mileage and the meeting fee upon BOS approval.

Second by Dave Buckwash.

All in favor. The motion carried.

Seminars

A motion was made by Mark Wenrich to authorize all Supervisors, Appointed Officials and Employees to attend Seminars using allocated funds for fees, expenses, mileage and the meeting fee upon BOS approval.

Second by Dave Buckwash.

All in favor. The motion carried.

MEETINGS HELD OUTSIDE TOWNSHIP OFFICE

A motion was made by Mark Wenrich to authorize all Supervisors, Appointed Officials and Employees to attend meetings held outside of the township office using allocated funds for fees, expenses, mileage and the meeting fee upon BOS approval.

Second by Dave Buckwash.
All in favor. The motion carried.

SET TREASURER’S BOND

A motion was made by Mark Wenrich to keep the Treasurer's Bond at \$2,000,000.00 for 2023.

Second by Dave Buckwash.
All in favor. The motion carried.

POLICY FOR PAYMENT OF BILLS

A motion was made by Mark Wenrich to continue the policy to approve and pay the bills at monthly BOS Regular Meetings for 2023.

Second by Dave Buckwash.
All in favor. The motion carried.

RESOLUTION FOR ESTABLISHING CERTAIN FEES (Resolution 2024-1)

Review Miscellaneous Fees submitted for review in the new schedule – There were none.
Review and adopt Fee Schedule Resolution 2024-1

A motion was made by Mark Wenrich to adopt the Franklin Township Resolution 2023-1 schedule of fees as written.

Second by Dave Buckwash.
All in favor. The motion carried.

OTHER BUSINESS

REVIEW AND ADOPT RESOLUTION 2024-2

A motion was made by Mark Wenrich to adopt the Franklin Township Resolution 2024-2 to appoint Smith, Elliott, Kearns & Company, LLC as our auditors.

Second by Dave Buckwash
All in favor. The motion carried.

PLANNING COMMISSION PAY INCREASE

A motion was made by Mark Wenrich to make the Planning Commission pay increase of \$50.00 retroactive January 2024 upon amendment of Ordinance 2-1966.

Second by Dave Buckwash
All in favor. The motion carried.

HEARING TO ADOPT ORDINANCE 2024-1- AN ORDINANCE AMENDING THE FRANKLIN TOWNSHIP ZONING ORDINANCE (ORDINANCE NO. 2006-1, AS AMENDED) TO DEFINE AND REGULATE WAREHOUSES, DISTRIBUTION AND FULFILLMENT CENTERS, TRUCK AND MOTOR FREIGHT TERMINALS, TRUCK STOPS AND TRUCK TERMINALS, ENVIRONMENTALLY SENSITIVE RECEPTORS, LIGHT MANUFACTURING, MANUFACTURING, AND WHOLESALE TRADE ESTABLISHMENTS

A motion was made by Wenrich to open the hearing at 6:45 p.m. to adopt Ordinance 2024-1 as described above.

Second by Dave Buckwash
All in favor. The motion carried.

There were no comments or questions from the Board of Supervisors. Kevin Cummings, 109 Chainsaw Road, Dillsburg, PA commented that he was in favor of this ordinance that the Planning Commission worked very diligently on. He wanted to credit the Township Engineer with facilitating these changes.

A motion was made by Dave Buckwash to adjourn the hearing for Ordinance 2024-1 at 6:51 PM.

Second by Mark Wenrich.

All in favor. The motion carried.

VOTE TO ADOPT ORDINANCE

A motion was made by Mark Wenrich to adopt Ordinance 2024-1.

Second by Dave Buckwash.

All in favor. The motion carried.

EXECUTIVE SESSION

No Executive Session was needed.

ADJOURNMENT

A motion was made by Chairman Mark Wenrich to adjourn the 2024 Reorganization Meeting at 6:52 PM.

Second by Vice Chair Dave Buckwash.

All in favor. The motion carried.

Respectfully submitted,

Traci R. Kauffman

Franklin Township Secretary