

**FRANKLIN TOWNSHIP YORK COUNTY  
BOARD OF SUPERVISOR (BOS)  
REORGANIZATION MEETING  
January 3, 2022**

**(X) Mark Wenrich (X) Naomi Decker (X) Pamela Williams, Treasurer/Asst. Secretary  
(X) Duane Anthony (X) Dave Christensen (X) Traci Kauffman, Secretary  
(X) Dave Buckwash**

**CALL TO ORDER**

Chairman Mark Wenrich called the meeting to order at 7:04 PM. The meeting was held via Zoom and at 150 Century Lane, Dillsburg, PA. Visitors in attendance are listed on the meeting sign-in sheet.

**PLEDGE OF ALLEGIANCE AND PRAYER**

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

**APPOINTMENT OF TEMPORARY CHAIRMAN**

**A motion** was made by Supervisor Dave Buckwash to appoint Mark Wenrich as Temporary Chairman.

**Second** by Supervisor Naomi Decker.

**All in favor. The motion carried.**

**APPOINTMENT OF CHAIRMAN**

**A motion** was made by Supervisor Dave Buckwash to appoint Mark Wenrich as Chairman.

**Second** by Supervisor Naomi Decker.

**All in favor. The motion carried.**

**APPOINTMENT OF VICE-CHAIRMAN**

**A motion** was made by Chairman Mark Wenrich to appoint Dave Buckwash as Vice Chairman.

**Second** by Supervisor Naomi Decker.

**All in favor. The motion carried.**

**EXECUTIVE SESSION**

No Executive Session was needed at this time.

**APPOINTMENT OF SOLICITOR**

**A motion** was made by Chairman Mark Wenrich to retain the firm of Schiffman, Sheridan & Brown with Mr. Bret Shaffer as Township Solicitor at the rate of **\$140.00** per hour; no change from 2021.

**Second** by Supervisor Dave Christensen.

**All in favor. The motion carried.**

**APPOINTMENT OF ENGINEER**

**A motion** was made by Supervisor David Buckwash to retain Phillip Brath as Township Engineer at his new firm of Gibson-Thomas Engineering at the rate of **\$137.00** per hour for 2022.

**Second** by Supervisor Duane Anthony.

**All in favor. The motion carried.**

FINAL

**APPOINTMENT OF TRAFFIC ENGINEER**

**A motion** was made by Chairman Mark Wenrich to retain Phillip Brath as Township Traffic Engineer at his new firm of Gibson-Thomas Engineering at the rate of **\$137.00** per hour for 2022.

**Second** by Supervisor Dave Buckwash.

**All in favor. The motion carried.**

**APPOINTMENT OF SEWAGE ENFORCEMENT OFFICER**

**A motion** was made by Supervisor Chairman Mark Wenrich to appoint Gary Morrow as Township SEO at an hourly rate of \$60.00 and as per the submitted fee schedule for 2022.

**Second** by Supervisor Dave Buckwash

**All in favor. The motion carried.**

**APPOINTMENT OF ALTERNATE SEWAGE ENFORCEMENT OFFICER**

**A motion** was made by Chairman 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 2022 as provided by CEO Gary Morrow above.

**Second** by Supervisor Dave Buckwash.

**All in favor. The motion carried.**

**APPOINTMENT OF SECRETARY - TABLED**

**APPOINTMENT OF TREASURER - TABLED**

**APPOINTMENT OF ROADMASTER - TABLED**

**APPOINTMENT OF EMERGENCY MANAGEMENT COORDINATOR & ASSISTANT  
EMERGENCY MANAGEMENT COORDINATOR**

**A motion** was made by Chairman Mark Wenrich to reappoint Laurin Fleming as the Township Emergency Management Coordinator at the 2022 budgeted wage.

**Second** by Supervisor Naomi Decker.

**All in favor. The motion carried.**

**A motion** was made by Chairman Mark Wenrich to reappoint Larry Harbold as the Township Assistant Emergency Management Coordinator at the 2022 budgeted wage.

**Second** by Supervisor Dave Buckwash.

**All in favor. The motion carried.**

**APPOINTMENT OF BCO**

**A motion** was made by Chairman Mark Wenrich to retain Land & Sea Services as Building Codes Official at an hourly rate of \$43.00 and as per the submitted fee schedule.

**Second** by Supervisor Dave Buckwash.

**All in favor. The motion carried.**

**APPOINTMENT OF BUILDING INSPECTOR**

**A motion** was made by Chairman Mark Wenrich to retain Land & Sea Services as Building Inspector at an hourly rate of \$43.00 and as per the submitted fee schedule.

**Second** by Supervisor Duane Anthony.

**All in favor. The motion carried.**

**APPOINTMENT OF ZONING OFFICER & APPOINTMENT OF CODE ENFORCEMENT OFFICER**

**A motion** was made by Chairman Mark Wenrich to appoint Wayne Smith, as the Zoning Officer and the Code Enforcement Officer at the rate of \$25.00/ per hour with a three hour a week minimum and with a probationary period as per the submitted 2022 fee schedule. There was not a second on this motion, so this motion died and went onto the discussion.

**Discussion:** regarding the need for a probationary period and to request Jeff Gardner from Barry Isett & Assoc., Inc. to complete current work and anything that has come in through December 31, 2022 at the 2021 rate. Wayne Smith will start effective January 2022.

**A motion** was made by Chairman Dave Christensen to have Jeff Gardner from Barry Isett & Assoc., Inc. complete any current work and any new work that has come in prior to January 1, 2022 at the same rate paid in 2021 and all new business goes to Wayne Smith.

**Second** by Supervisor Dave Buckwash.

**All in favor. The motion carried.**

**APPOINTMENT OF SOLICITOR OF THE ZONING HEARING BOARD**

**A motion** was made by Chairman Mark Wenrich to retain Linus Fenicle, at an hourly rate of \$160.00 and as per the submitted 2022 fee schedule.

**Second** by Supervisor David Christensen.

**Opposed: Supervisor Naomi Decker.**

**The motion carried.**

**APPOINTMENT OF STENOGRAPHER**

**A motion** was made by Chairman Mark Wenrich to retain Roxy Cressler as the Stenographer for \$100/per hour as per the submitted 2022 fee schedule.

**Second** by Supervisor Dave Buckwash.

**All in favor. The motion carried.**

**APPOINTMENT OF VACANCY BOARD CHAIRMAN**

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

**Second** by Supervisor Dave Buckwash.

**All in favor. The motion carried.**

**APPOINTMENT OF NORTHERN YORK COUNTY REGIONAL POLICE DEPARTMENT COMMISSIONER & ALTERNATE**

**A motion** was made by Supervisor Naomi Decker to appoint Mark Wenrich as the Northern York County Regional Police Department Commissioner and to appoint David Christensen as the Northern York County Regional Police Department Commissioner Alternate.

**Second** by Supervisor Duane Anthony.

**Opposed: Supervisor Dave Christensen**

**The motion carried.**

FINAL

**APPOINTMENT OF DELINQUENT TAX COLLECTOR**

**A motion** was made by Chairman Mark Wenrich to retain York Adams Tax Bureau as the Delinquent Tax Collector for 2022.

**Second** by Supervisor David Christensen.

**All in favor. The motion carried.**

**APPOINTMENT OF TOWNSHIP DELEGATES TO STATE ASSOCIATION CONVENTION**

**A motion** was made by Chairman Mark Wenrich to appoint any available Supervisors who wish to attend as delegates to the State Association Convention.

**Second** by Supervisor Dave Buckwash.

**All in favor. The motion carried.**

**APPOINTMENT OF TOWNSHIP VOTING DELEGATE TO STATE ASSOCIATION CONVENTION**

**A motion** was made by Supervisor Mark Wenrich to appoint the Township Secretary as the voting delegate to the State Association Convention.

**Second** by Supervisor Dave Christensen.

**All in favor. The motion carried.**

**APPOINTMENT TO ZONING HEARING BOARD**

**A motion** was made by Chairman Mark Wenrich to reappoint Tara Cornwall to the Zoning Hearing Board for a 3-year term ending 12/31/2024.

**Second** by Supervisor Naomi Decker.

**There was discussion that Tara is doing a really great job.**

**All in favor. The motion carried.**

**APPOINTMENT TO PARKS AND RECREATION BOARD**

**A motion** was made by Chairman Mark Wenrich to reappoint Don Lerew, Sr. to the Parks and Recreation Board for a 5-year term ending 12/31/2026.

**Second** by Supervisor Dave Buckwash.

**All in favor. The motion carried.**

**NEW APPOINTMENT NEEDED FOR PARKS AND RECREATION BOARD**

**A motion** was made by Supervisor Naomi Decker to advertise in the Dillsburg Banner for two weeks and on the website.

**Second** by Supervisor Dave Christensen.

**All in favor. The motion carried**

**NEW AUDITOR**

**A motion** was made by Chairman Mark Wenrich to appoint Don Lerew as an Auditor for 2022.

**Second** by Supervisor Dave Christensen.

**All in favor. The motion carried**

**EXECUTIVE SESSION**

Chairman Mark Wenrich announced the board of Supervisors would be going into Executive Session at 7:29 pm. The BOS came out of Executive Session at 7:47pm.

## **WAGES**

### **APPOINTMENT OF SECRETARY**

A motion was made by Chairman Mark Wenrich to reappoint Traci Kauffman as the Secretary at an hourly rate of \$20.00 per hour for 2022 that was as agreed upon when the secretary was hired.

**Second** by Chairman Dave Buckwash.

**All in favor. The motion carried.**

### **APPOINTMENT OF TREASURER**

**A motion** was made by Chairman Mark Wenrich to reappoint Pamela Williams as Treasurer/Asst. Secretary at an hourly rate of \$27.58, a 3% increase for 2022.

**Second** by Supervisor Dave Christensen.

**All in favor. The motion carried.**

### **APPOINTMENT OF ROADMASTER**

**A motion** was made by Chairman Mark Wenrich to reappoint Andy Gibb as Roadmaster at a projected hourly rate of \$32.89, a 3 % increase for 2022.

**Second** by Supervisor Dave Buckwash.

**All in favor. The motion carried.**

### **Full Time Road Crew**

**A motion** was made by Chairman Mark Wenrich to retain Eric Nace as full-time Road Crew employee for the 2022 calendar year at the hourly rate of \$20.00 (no increase until CDL is obtained) and Bob King as full-time Road Crew employee for the 2022 calendar year at the projected hourly rate of \$25.53, a 3% increase for 2022.

**Second** by Supervisor Duane Anthony.

**Discussion:** about the status of Eric's obtaining his CDL and it was noted that he is currently working on it.

**All in favor. The motion carried.**

### **Seasonal/Temporary Employees**

**A motion** was made by Chairman Mark Wenrich to keep the wage for Seasonal/Temporary Employees at an hourly rate of \$21.00 for 2022.

**Second** by Supervisor Dave Buckwash.

**Discussion:** about the need for an increase in the amount for 2022. The amount decided was \$21.00 for 2022.

**All in favor. The motion carried.**

### **SET DATES FOR SUPERVISOR MEETINGS IN 2022**

**A motion** was made by Chairman Mark Wenrich to set the Supervisors' meeting on the second Wednesday of each month beginning at 7:00 PM. January 12, February 9, March 9, April 13, May 11, June 8, July 13, August 10, September 14, October 12, November 9, December of 2022.

**Second** by Supervisor Dave Buckwash

**Discussion:** regarding the informational paragraph on the bottom of the paper that was handed out.

**All in favor. The motion carried.**

FINAL

### **ESTABLISH MILEAGE REIMBURSEMENT RATE**

**A motion** was made by Supervisor Dave Buckwash to accept the set mileage reimbursement rate from the IRS at 57.5 cents for 2022.

**Second** by Chairman Mark Wenrich.

**All in favor. The motion carried.**

### **DESIGNATE TOWNSHIP BANKS & DEPOSITORIES**

**A motion** was made by Chairman Mark Wenrich to retain Members 1<sup>st</sup> FCU, ACNB, M&T, F&M, 1<sup>st</sup> National Bank as the Township's banks and depositories for 2022.

**Second** by Supervisor Dave Buckwash.

**All in favor. The motion carried.**

### **SUPERVISOR LIAISONS**

#### **Road Department**

**A motion** was made by Supervisor Naomi Decker to appoint Chairman Mark Wenrich as the Road Department Liaison.

**Second** by Supervisor David Buckwash.

**All in favor. The motion carried.**

#### **Administrative Department**

**A motion** was made by Chairman Mark Wenrich to appoint Supervisor Naomi Decker as the Administrative Department Liaison.

**Second** by Supervisor David Christensen.

**All in favor. The motion carried.**

### **CONVENTIONS, SEMINARS & MEETINGS HELD OUTSIDE THE TOWNSHIP OFFICE**

#### **County Convention**

**A motion** was made by Chairman 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 Supervisor Dave Buckwash.

**All in favor. The motion carried.**

#### **State Convention**

**A motion** was made by Chairman 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 Supervisor Duane Anthony.

**All in favor. The motion carried.**

#### **Seminars**

**A motion** was made by Chairman 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 Supervisor David Buckwash.

**All in favor. The motion carried.**

FINAL

### **MEETINGS HELD OUTSIDE TOWNSHIP OFFICE**

**A motion** was made by Chairman 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 Supervisor Duane Anthony.

**All in favor. The motion carried.**

### **SET TREASURER'S BOND**

**A motion** was made by Chairman Mark Wenrich to set the Treasurer's Bond at \$2,000,000.00 for 2022.

**Second** by Dave Christensen.

**Discussion:** was held on the current and proposed amount of the bond and whether it was adequate. Treasurer Williams said with the new ARPA funds it should be increased to \$2,000,000.00.

**All in favor. The motion carried.**

### **POLICY FOR PAYMENT OF BILLS**

**A motion** was made by Chairman Mark Wenrich to continue the policy to approve and pay the bills at monthly BOS Regular Meetings for 2022.

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

**All in favor. The motion carried.**

### **RESOLUTION FOR ESTABLISHING CERTAIN FEES (Resolution 2022-1)**

**A. Review Miscellaneous Fees submitted for review in the new schedule**

**B. Review and adopt Fee Schedule Resolution 2022-1**

**A motion** was made by Supervisor David Christensen to adopt the Franklin Township Resolution 2022-1 schedule of fees with the discussed changes.

**Second** by Supervisor Dave Buckwash.

**All in favor. The motion carried.**

### **OTHER BUSINESS**

Treasurer Pam Williams inquired as to how Wayne Smith will be paid for his services to the Township. Discussion ensued.

### **EXECUTIVE SESSION**

No Executive Session was needed.

### **ADJOURNMENT**

**A motion** was made by Chairman Mark Wenrich to adjourn the 2022 Reorganization Meeting at 8:11 PM.

**Second** by Supervisor Dave Buckwash.

**All in favor. The motion carried.**

Respectfully submitted,

*Traci R. Kauffman*

Traci R. Kauffman

Franklin Township Secretary