

**FRANKLIN TOWNSHIP
YORK COUNTY
BOARD OF SUPERVISOR (BOS)
REORGANIZATION MEETING
January 5, 2026**

- | | | |
|--------------------|----------------------|-----------------------|
| (X) Mark Wenrich | (X) Dave Buckwash | (X) Duane Anthony |
| (X) Tom Keefer | (X) Stuart Keckler | |
| (X) Lyndsey Gibb | (X) Marie Wilcox | (X) Pamela Williams |

CALL TO ORDER

Supervisor Dave Buckwash called the meeting to order at 6:03 PM. The meeting was held at 150 Century Lane, Dillsburg, PA. Visitors: There was 1 visitor, see sign in sheet.

PLEDGE OF ALLEGIANCE AND PRAYER

The Pledge of Allegiance and opening prayer were given by Dave.

APPOINTMENT OF TEMPORARY CHAIRMAN

A motion was made by Tom to appoint Dave Temporary Chairman.
Second by Duane. **All in favor. The motion carried.**

EXECUTIVE SESSION- PERSONNEL ISSUE

Start 6:04 PM, end at 6:09 PM.

A motion was made by Tom to appoint Mark Wenrich to the Vacant position on the Board of Supervisors.

Second by Stuart, **all in favor. The motion carried.**

APPOINTMENT OF CHAIRMAN

A motion was made by Dave to appoint Mark as Chairman.

Second by Duane. **All in favor. The motion carried. Mark abstained.**

APPOINTMENT OF VICE-CHAIRMAN

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

Second by Tom. **All in favor, Dave abstained. The motion carried.**

APPOINTMENT OF SECRETARY

A motion was made by Dave to appoint Lyndsey Gibb as Secretary for 2026.

Second by Duane. **All in favor. The motion carried.**

APPOINTMENT OF TREASURER

A motion was made by Dave to appoint Pam Williams as Treasurer for 2026.

Second by Duane. **All in favor. The motion carried.**

APPOINTMENT OF HUMAN RESOURCES

A motion was made by Dave to appoint Pam Williams as Human Resources Administrator for 2026.

Second by Duane. **All in favor. The motion carried.**

APPOINTMENT OF ASSISTANT SECRETARY

A motion was made by Dave to appoint Marie Wilcox as Assistant Secretary for 2026.

Second by Duane. **All in favor. The motion carried.**

APPOINTMENT OF SOLICITOR

A motion was made by Dave to retain the firm of Serratelli, Schiffman & Shaffer with Bret Shaffer as Township Solicitor at the rate of \$165.00 per hour for 2026.

Second by Duane. **All in favor. The motion carried.**

APPOINTMENT OF ENGINEER

A motion was made by Dave to retain Phillip Brath, Gibson-Thomas Engineering as Township Engineer at the rate of \$175.00 per hour for 2026.

Second by Duane. **All in favor. The motion carried.**

APPOINTMENT OF TRAFFIC ENGINEER

A motion was made by Dave to retain Phillip Brath as Township Traffic Engineer at his firm of Gibson-Thomas Engineering at the rate of \$175.00 per hour for 2026.

Second by Duane. **All in favor. The motion carried.**

APPOINTMENT OF SEWAGE ENFORCEMENT OFFICER

A motion was made by Dave to appoint Keith Hunnings as Township SEO at an hourly rate of \$70.00 administrative work and rate of \$90.00 site work and as per the submitted fee schedule for 2026.

Second by Tom. **All in favor. The motion carried.**

APPOINTMENT OF ALTERNATE SEWAGE ENFORCEMENT OFFICER

A motion was made by Dave to appoint Tate Hunnings as Alternate.

Second by Duane. **All in favor. The motion carried.**

APPOINTMENT OF EMERGENCY MANAGEMENT COORDINATOR

A motion was made by Dave to reappoint Laurin Fleming as the Township Emergency Management Coordinator at the 2026 budgeted wage.

Second by Duane. **All in favor. The motion carried.**

APPOINTMENT OF ASSISTANT EMERGENCY MANAGEMENT COORDINATOR

A motion was made by Dave to reappoint Larry Harbold as the Township Assistant Emergency Management Coordinator at the 2026 budgeted wage.

Second by Duane. **All in favor. The motion carried.**

APPOINTMENT OF BCO

A motion was made by Dave to appoint Approved Code Services as Building Code Officer for 2026 as per the submitted fee schedule.

Second by Duane. **All in favor. The motion carried.**

APPOINTMENT OF BUILDING INSPECTOR

A motion was made by Dave to appoint Approved Code Services as Building Inspector for 2026 as per the submitted fee schedule.

Second by Duane. **All in favor. The motion carried.**

APPOINTMENT OF ZONING OFFICER

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

Second by Duane. **All in favor. The motion carried.**

APPOINTMENT OF CODE ENFORCEMENT OFFICER

A motion was made by Dave to appoint Wayne Smith, Code Enforcement Officer at the rate of \$50.00 per hour.

Second by Duane. **All in favor. The motion carried.**

APPOINTMENT OF SOLICITOR OF THE ZONING HEARING BOARD (ZHB)

A motion was made by Dave to retain Linus Fenicle, as the ZHB Solicitor, at an hourly rate of \$175.00 per hour.

Second by Duane. All in favor. The motion carried.

APPOINTMENT OF STENOGRAPHER

A motion was made by Dave to retain Roxy Cressler as the Stenographer for \$100/per hour as per the submitted 2026 fee schedule.

Second by Duane. All in favor. The motion carried.

APPOINTMENT OF VACANCY BOARD CHAIRMAN

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

Second by Tom. Dave abstained. All in favor. The motion carried.

APPOINTMENT TO ZONING HEARING BOARD

A motion was made by Dave to appoint Kevin Cummings to a 3-year term on the Zoning Hearing Board.

Second By Duane. All in favor. The motion carried.

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

A motion was made by Dave to appoint Mark as the Northern York County Regional Police Department Commissioner and to appoint Tom as the Northern York County Regional Police Department Commissioner Alternate.

Second by Duane. All in favor. The motion carried.

APPOINTMENT OF NORTHERN YORK COUNTY FIRE AND RESCUE TOWNSHIP REPRESENTATIVE & ALTERNATE

A motion was made by Mark to appoint Dave as the Northern York County Fire and Rescue Commissioner and to appoint Tom as the Northern York County Fire and Rescue Alternate.

Second by Duane. All in favor. The motion carried.

APPOINTMENT OF DELINQUENT TAX COLLECTOR

A motion was made by Dave to retain York Adams Tax Bureau as the Delinquent Tax Collector for 2026.

Second by Duane. All in favor. The motion carried.

APPOINTMENT OF TOWNSHIP DELEGATES TO PSATS

A motion was made by Dave to appoint any available Township Employees who wish to attend as delegates to the State Association Convention.

Second by Daune. All in favor. The motion carried.

APPOINTMENT OF TOWNSHIP VOTING DELEGATE TO PSATS

A motion was made by Dave to appoint the Township Secretary as the voting delegate, the Assistant Secretary as the alternate, and the Human Resource Manager as the 2nd Alternate to the State Association Convention.

Second by Duane. All in favor. The motion carried.

EXECUTIVE SESSION- PERSONNEL MATTERS

Start 6:31 PM, end at 6:48 PM.

APPOINTMENT OF SECRETARY

A motion was made by Dave to retain Lyndsey Gibb as Secretary at a projected hourly rate of \$22.75, increasing to \$23.75 on 1/28/26.

Second by Duane. **All in favor. The motion carried.**

APPOINTMENT OF TREASURER/HUMAN RESOURCES ADMINISTRATOR

A motion was made by Dave to retain Pam Williams as Treasurer and Human Resources Administrator at a projected hourly rate of \$33.53 for 2026.

Second by Duane. **All in favor. The motion carried.**

APPOINTMENT OF ASSISTANT SECRETARY

A motion was made by Dave to retain Marie Wilcox as Assistant Secretary at a projected hourly rate of \$20.95 for 2026 with an additional 4 days paid leave in addition to already earned leave.

Second by Duane. **All in favor. The motion carried.**

APPOINTMENT OF ROADMASTER

A motion was made by Dave to reappoint Andy Gibb as Roadmaster at a projected hourly rate of \$39.21 for 2026.

Second by Duane. **All in favor. The motion carried.**

FULL TIME ROAD CREW

A motion was made by Dave to retain Eric Nace as full-time Road Crew employee for the 2026 calendar year at the hourly rate of \$26.00 and Bob Weaver as full-time Road Crew employee for the 2026 calendar year at the projected hourly rate of \$26.00 with an increase to \$27.00 on 3/3/26.

Second by Duane. **All in favor. The motion carried.**

SEASONAL/TEMPORARY EMPLOYEES

A motion was made by Dave for the wage for Seasonal/Temporary Employees to be at an hourly rate of \$21.00 for 2026.

Second by Duane. **All in favor. The motion carried.**

WORKING SUPERVISORS COMPENSATION

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

A motion was made by Dave to keep the wage for "working supervisor" at \$21.00 per hour unless it is altered in any way by the Board of Auditors for 2026.

Second by Duane. **All in favor. The motion carried.**

DATES FOR SUPERVISOR MEETINGS IN 2026

A motion was made by Dave to set the Supervisors meeting on the second Wednesday of each month beginning at 6:00 PM. January 14, February 11, March 11, April 8, May 13, June 10, July 8, August 12, September 9, October 14, November 11, December 9 of 2026.

Second by Duane. **All in favor. The motion carried.**

ESTABLISH MILEAGE REIMBURSEMENT RATE

A motion was made by Dave to accept the set mileage reimbursement rate from the IRS at 72.5¢ per mile for 2026.

Second by Duane. **All in favor. The motion carried.**

DESIGNATE TOWNSHIP BANKS & DEPOSITORIES

A motion was made by Dave to retain Members 1st, F&M, & First National Bank as the Township's banks and depositories for 2026.

Second by Duane. **All in favor. The motion carried.**

SUPERVISOR LIAISONS

Road Department

A motion was made by Dave to appoint Mark as the Road Department Liaison.
Second by Duane. All in favor. The motion carried.

Administrative Department

A motion was made by Mark to appoint Dave as the Administrative Department Liaison.
Second by Duane. All in favor. The motion carried.

COUNTY & STATE CONVENTIONS, SEMINARS, & MEETINGS HELD OUTSIDE THE TOWNSHIP OFFICE

A motion was made by Dave to authorize all Supervisors, Appointed Officials and Employees to attend the County & State Conventions, Seminars, & Meetings held outside the Township office using allocated funds for fees, expenses, mileage and the meeting fee upon BOS approval.
Second by Duane. All in favor. The motion carried.

SET TREASURER’S BOND

A motion was made by Dave to keep the Treasurer's Bond at \$2,500,000.00 for 2026.
Second by Duane. All in favor. The motion carried.

POLICY FOR PAYMENT AND APPROVAL OF BILLS

A motion was made by Dave to continue the policy to approve and pay the bills at monthly BOS Regular Meetings for 2026.
Second by Duane. All in favor. The motion carried.

RESOLUTION FOR ESTABLISHING CERTAIN FEES (Resolution 2025-1)

Review and adopt the Fee Schedule Resolution 2026-1.
A motion was made by Dave to adopt the Franklin Township Resolution 2026-1 schedule of fees as written.
Second by Duane. The motion carried.

OTHER BUSINESS

A. No other Business

ADJOURNMENT

A motion was made by Dave to adjourn the 2026 Reorganization Meeting at 7:03 PM.
Second by Duane. All in favor. The motion carried.

Respectfully submitted,

Lyndsey Gibb

Lyndsey Gibb
Franklin Township Secretary