

**FRANKLIN TOWNSHIP YORK COUNTY PA
BOARD OF SUPERVISORS
REGULAR MEETING MINUTES
July 14, 2021**

FINAL

1. Call to Order

The July, 14th 2021, Franklin Township Board of Supervisors (BOS) Meeting was called to order at 7:00 p.m. by Chairman Mark Wenrich. 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.

2. Roll Call

Present:

Chairman Mark Wenrich
Vice Chairman Brian Galbraith
Supervisor Naomi Decker
Supervisor David Christensen
Supervisor David Buckwash
Solicitor Bret Shaffer
Engineer Phillip Brath
Recording Secretary Tristan Bolden (Gibson-Thomas)

Absent:

Treasurer/Assist. Secretary Pamela Williams

3. Pledge of Allegiance and Prayer

Pledge of Allegiance and Prayer was led by Chairman Mark Wenrich.

4. Approval of Minutes

4.1 Approval of June 9, 2021 BOS Regular Meeting Minutes

Discussion regarding item in minutes: Page 4, PSATs Regional Forum 2021-Authorize Secretary and Treasurer attending at \$75.00 per person. The new Secretary probably may not be hired and/or ready to go to this forum. Can we get our money back? Ask Treasurer Pamela Williams if there is a way to get the \$75.00 back with Franklin Township having a vacant Secretary position.

Supervisor Decker mentioned if Franklin Township decides on their Secretary position by this time it would be a good thing for the new hire to attend.

A motion was made by Chairman Mark Wenrich to approve the June 9, 2021, BOS Minutes.

Second by Supervisor David Buckwash

Discussion: There was no Discussion

The motion carried.

5. CUH App. # CUH2021-3 – Katherine Fox, 123 Stone Head Rd., Dillsburg- Schedule Hearing

Katherine Fox, owner of a real-estate company who works from home is looking to relocate her company from in-town Dillsburg to her residence. It is a no impact business because all Katherine is looking to do is put a sign at her residence.

Hearing-Scheduled for August 11th, 2021, at 6:30 p.m.

CUH App. # CUH2021-4 James Natale, 238 Stone Head Rd., Dillsburg-Schedule Hearing

A CUH is set for August 11th at 6 p.m. Pam is to call the applicant to see if August 11th at 6 p.m. works for them. This will be advertised if 6 p.m. works for applicant.

Hearing-Scheduled for August 11th, 2021, at 6:00 p.m.

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

6.1 No public comment

7. Organization Reports

7.1 Police –

A. A written report was submitted for June 2021.

B. Chief Lash was present to discuss Ponderosa Park and stolen vehicles. An arrest has been made and three individuals have been charged. They were stealing multiple vehicles, damaged South Mountain Elementary School, and the two damages/vandalism at Ponderosa Park.

Steven McBride, resident of Franklin Township (2 Rocky Ridge Road, Dillsburg, PA 17019) presented Chief Lash with concerns on how often police are out patrolling the areas of Franklin Township with specific concern to the speed on Rocky Ridge Road. He questioned if a speed bump would be appropriate or feasible. Mr. McBride also stated concerns that the speed limit is too high in this given area; it's currently posted at 35mph.

Chief Lash explained that Franklin Township purchases time per week from the department to patrol and police Franklin Township. It was also explained to McBride that a speed bump is not feasible on a state-owned road.

Supervisor Naomi Decker commended the department on their assistance with the downed trees from previous the week's storm.

7.2 Fire –

A. June 2021 report

Karla Snyder reported 41 total calls for the month of June, totaling 251 calls for the year. There were eight calls this month in Franklin Township, totaling 70 calls for the year.

Two (2) firefighters were going to get their Fire Fighter 1 Certification which would allow them to operate as a higher skilled firefighter.

Fire Extinguisher training was held at Little Dreams and Stone Bridge day care centers. Kinder Care Academy came for a tour of the station. Next week the station is holding a training for Elmcroft which would entail a fire drill and fire extinguisher training.

The weekend prior to the meeting, the station held training at the high school for driver/ pump training, July 24th would be the next official training they have lined up.

7.3 EMS –

A. May 2021 report was submitted.

Supervisor Naomi Decker reported an update on the Penn State EMS contract. There are a total of three townships that have not yet signed this contract with Franklin Township being one of them. Solicitor Bret Shaffer is going to call to see if this contract will be honoring the same terms as the previous contract.

B. Northern York Stats – December 2020 – May 2021

7.4 DAA –

A. May 2021 report was submitted.

Discussion ensued regarding the need for representation on the DAA Board. No new advertisement was approved since it hasn't worked to date. The Board determined they should continue to ask around the Township to find someone that can meet the DAA schedule.

7.5 Emergency Management – No written report.

Lauren Fleming gave an update on the previous week's storm work that consisted of wires down. Signage and barriers were put out to redirect and make the public aware.

The COVID-19 Emergency Declaration will no longer need to be extended as Pennsylvania as a state has done away with this declaration as of June 28th, 2021.

Lauren Fleming organized a training meeting with the Board of Supervisors on Saturday, September 11th, 2021, at 9:00 AM to go over the duties of the elected officials in Franklin Township and to discuss the capabilities within the township. This will be a training meeting for the Board of Supervisors. There will be a similar meeting held with Fire and Police on September 10th, 2021.

Community Emergency Response training is being held for six evenings and one Saturday starting on August 31st. The last time this training was held in Franklin Township was two years ago.

August 3RD, 2021, is National Night out at Logan Park from 5:00 – 8:00 PM. This is a free event for anyone to attend. on October 16th, 2021, Emergency Management will be having a booth at the Farmer's Fair.

7.6 Route 15 Transportation – No Written Report.

7.7 Engineer's Report –

A. June 2021 Report was submitted.

B. Recommended Release of the following stormwater surety and remaining escrows:

Stormwater Facilities completed and installed: Rudy—190 Locust Grove Rd.

Stormwater Facilities completed and installed: Stump—325 Robinhood Rd.

Stormwater Facilities completed and installed: Weaver—136 Twin Hills Road - Steep Slope

Stormwater Facilities completed and installed: Aumen—240 Franklinton Road, Phillip Brath stated that the site still has some grass to come in yet but improvements required have been completed adequately to release funds.

A motion was made by Chairman Mark Wenrich to release these four escrows as Phillip Brath stated.

A second by Supervisor Naomi Decker

Discussion: There was no discussion

The motion Carried.

GP-11 Notification by HRG

York County bridge engineering is doing a bridge bundle; one bridge in the bridge bundle will be on Lost Hollow Road. As part of the GP-11 application is to inform the township. More items will come into the township that will need to be approved in the planning phase. No action is needed at this time.

8. Approval & Payment of Bill

A Motion was made by Chairman Mark Wenrich to pay the bills.

Second by Supervisor David Christensen.

Discussion: There was no Discussion

The motion carried.

9. Treasurer's Correspondence

Pam is to have \$25.00 a month allotted to her for the paying of her personal cellphone bill.

A motion was made by Supervisor David Christensen to approve the \$25.00 a month allotted to Pamela Williams for the paying of her cellphone bill because she uses it for work purposes.

Second by Supervisor David Buckwash

Discussion: There was no Discussion.

The motion carried.

9.1 Treasurer's Report

A motion was made by Chairman Mark Wenrich to approve the Treasurer's Report.

Second by Supervisor David Buckwash.

Discussion: There was no discussion.

The motion carried.

9.2 Treasurer's Memorandum

The memorandum was reviewed by Board.

10. BCO / Zoning Officer Report – No new reports updated; this was tabled for the August 2021 meeting.

10.1 June 2021 Report & Invoicing

10.2 ID for Zoning Officer

Supervisor David Christensen going to investigate this one.

11. Subdivision and Land Development

11.1 715 & 717 Range End Road—Final Subdivision and Land Development Plan.

717 Ranch, LLC is proposing a subdivision and land development plan for two existing mixed used lots located at 715 and 717 Range End Road, Dillsburg, PA 17019.

Subdivision for the 715 and 717 property consists of widening of the flag lot and the right-of-way dedication for both properties. The 715 property will be approximately one acre and the 717 property will be approximately 40 acres. Improvements consist of demolition of existing structures that are in the back of the 717 property and all structures on the 715 property. Improvements to 715 including construction of a new two-story office building, accessory storage building, parking lot, landscape, new paved access drive to Range End Road. Improvements to 717 consist of widening of the existing driveway, parking lot improvements at the existing landscaping business to be compliant with zoning parking requirements, demolition of existing residence in the back of property and construction of stormwater facilities. The 717 site include NPDES permitting of the site for deposition of off-site clean fill. This is an NPDES Permit regulated by DEP through the county. They are to reestablish the fill site with grass when completed with no actual improvement to the site.

The properties are subject to settlement agreement Docket Number# 31-CD-2019.

Dave Habowski of HD Engineering was present on behalf of the owner who could not be in attendance.

With the approval of the E&S and NPDES permit received from the YCCD, the only comments on Phillip's letter left are administrative comments; sign and seal, provided financial security and pay fees and action on the waivers.

Chairman Mark Wenrich asked Phillip Brath if they have satisfied all the Engineer's/Township's needs for approval. Phillip stated they have pending satisfaction of remaining comments. There are no issues or concerns currently.

Supervisor David Buckwash asked Dave Habowski what the proposed plans are for this land once the buildings are torn down. They are not proposing anything with these changes other than fill. If they have any changes to something other than a fill plan, the owners will come back before the Board of Supervisors for any approval.

Phillip Brath stated there are three waivers outlined in the letter for the submission of preliminary plans (scale, curb, sidewalk, and stormwater). The scale is small on some plans, but it is readable. Phillip is okay with scale, curbs, and sidewalks along Range End Rd. There are no curbs on Range End Road and the Engineer wants the water to sheet flow off the road and back to the pond at the property.

A motion was made by Chairman Mark Wenrich to approve the three (3) waivers for 715 & 717 Range End Road as written in Phillip Brath's letter dated July 1, 2021, for 715 and 717 Range End Road.

Second by Supervisor David Buckwash.

Discussion: Supervisor Naomi Decker wanted the scale to be made larger moving forward for future plans (50 scale).

Phillip Brath says the Planning Commission usually approves the scale that is used. 100 scale should be used to keep it on one sheet and makes the plan more readable. It was noted that the Board doesn't care for the 100 scale.

The motion carried.

Chairman David Christensen left due to health at 7:48 PM – No longer in attendance.

A motion was made by Chairman Mark Wenrich to approve the plan contingent upon satisfaction of the remaining comments in Phillip Brath's comment letter dated July 1, 2021.

Second by Supervisor David Buckwash.

Discussion: There was no Discussion

Supervisor David Christensen was not present. The motion carried.

A motion was made by Chairman Mark Wenrich to approve to accept a bond security of \$204,204.55 for the public improvements.

Second by Supervisor David Buckwash.

Discussion: There was no Discussion

Supervisor David Christensen was not present. The motion carried.

12. Solicitor –

12.1 PERCS Agreement – Changes were approved at the previous BOS meeting and sent to PERCS. The township is waiting to hear back from PERCS about changes approved by Board of Supervisors at the previous meeting.

12.2 Revised EMS Agreement – This was previously discussed during the EMS Report. See section 7.3

12.3 Clint & Joan Williams - Bret has heard no response from Clint or Joan Williams' attorney. The plan lapsed as it had to be reported within 90-120 days and was never reported; it has been over a year.

12.4 3-5 Meadowview-Lorin & Sandra Stough to Russell and Kathryn Mason Small Flow Treatment Facility Pond – Solicitor Bret Shaffer will be reaching out to see if they will agree to pay the bond.

12.5 Miller RTK – This is completed as far as the review work. Any questions can be discussed in the Executive Session. The documents that came out of the review have been sent to a copy service to be put on a flash drive and will be sent with a response letter to the attorneys of the Millers.

12.6 PURDUE PHARMA (only three bound copies provided; gave one to Bret; two on the table to review)

This deals with the Opioids litigation settlement from the bankruptcy of business and is determined by the creditor class that you are in. Franklin Township (as all municipalities) were asked to vote if they accepted the plan distribution; however, it was not mandatory to vote. Bret reviewed the report and decided it was not worth the board's time to vote as it was going to be passed regardless. If approved, and the result of the plan allocates funds to Franklin Township, the money would have to be used for opioid abatement. They are asking everyone to sign off on the claims that were submitted. Franklin Township did not submit a claim and will get pennies to the dollars. They will want to see how you plan to utilize the settlement money. A discussion with the police chief or Laurin should be held to determine what kind of program this money could be used for with the BOS monitoring the money within the trust.

Additional item: Sturbridge Phasing Schedule Update

Bret wants the Board of Supervisors to vote on the phasing schedule Mr. Garland brought to last month's meeting. Mr. Garland was to provide one copy at the last meeting that said phasing was not changing and could be double checked. Bret does not have a copy of this. Phillip does not have a copy. Kerri may have had a copy and it did not get distributed.

A Motion was made by Mark Wenrich to accept the phasing schedule as represented by Mr. Garland as the same as last years' submission.

Second by Supervisor David Buckwash

Discussion: There was no Discussion

Supervisor David Christensen was not present. The motion carried.

12.7 Executive Session

Bret wants to update the board on the litigation on Water Street and any information on the Miller RTK.

13. Municipality Reports

13.1 Parks & Recreation –

A. May 2021 Minutes-no Comments were made.

13.2 Roadmaster –

A. Roadmaster Reports in Treasurer's Packet-no Comments were made.

13.3 Planning Commission –

A. No report—July meeting was cancelled.

14. New Business

14.1 Reisinger Janitorial 2021-2022 Cleaning Contract

The price change was stated by Supervisor Naomi Decker. The services went from \$150-\$250. Supervisor Brian Galbraith stated \$150 was last year's contract price for two days per month of professional cleaning for the office and office bathrooms only. It would now be two days per month of office and park bathrooms.

The COVID Emergency Declaration has expired, and the park bathrooms will be reopened

A motion was made by Chairman Mark Wenrich to approve the Reisinger Janitorial 2021-2022 cleaning contract for the period of July 31st, 2021 – July 31st, 2022, for the second part of the contract of \$250 which includes cleaning offices and the park bathrooms for Century and Ponderosa parks.

Second by Supervisor Naomi Decker

Discussion: There was no discussion

Supervisor David Christensen was not present. The motion carried.

14.2 Terminix Contract for 2021-2022-Renew?

Chairman Mark Wenrich discussed the beetles depicted in the pictures. The beetles were coming through/under the broken door seal which has now been replaced. As of now, the township will be keeping the Terminix contract but will contact a local provider for a new quote/service.

14.3 Vacant Secretary Position

Chairman Mark Wenrich noted multiple resumes were received for the vacant Secretary position. The BOS would like Treasurer Pamela Williams to be in attendance for the meeting to discuss the new hire. A meeting will be set to review and discuss new hires for interviews on July 20th, 2021. at 5:45 PM A meeting date for the interviews will be set after this meeting is held. Treasurer Pamela Williams will oversee calling the applicants for interviews.

14.4 CF Direct Loan and Grant – No comment was made.

14.5 Free Course-Introduction to Floodplain Management-Three Day Course.

Engineer Phillip Brath mentioned this was not necessary for the Township to attend as he has a Certified Flood Plain Manager on staff at Gibson-Thomas Engineering Co., Inc.

14.6 Supervisor Comment regarding trash pickup:

Supervisor David Buckwash saw complaints on social media about big items not being picked up by the township trash contractor. He would like to ask Andrew Warntz from Republic Services to attend the next BOS meeting for residents to voice concerns. Chairman Mark Wenrich and Supervisor Naomi Decker both agree that it is up to the residents to notify Republic Services of a

large item being set out so Republic Services can plan accordingly for pickup. Supervisor David Buckwash will research this issue and will respond to social media with findings.

15. Old Business

15.1 Mold Testing/Remediation & Air Duct Cleaning—The Baxter Group did not answer the BOS questions as to what type of work was going to be done. Chairman Mark Wenrich wants to know what work is going to be performed upfront before payment is made. He stated he is not comfortable paying for work when there is no cost associated with the agreement and it did not cover duct cleaning, only antimicrobial spray. The Baxter Group was a recommendation of the previous Secretary Kerri J. Smith. This work did not include the Air Duct Cleaning.

Treasurer Pamela Williams wants to know if the air purifier should be used going forward prior to any cleaning, remediation, etc. The BOS said yes; since there is a concern about mold, the machine should be running. Pam is going to research possible companies for a regular routine cleaning of the air ducts. Supervisor Naomi Decker is going to investigate HVAC companies.

15.2 Codification of Records—Obtaining quotes has been put on hold until September. This was tabled from the August meeting.

15.3 Records Retention Policy – In reference to the manual PSATS has in place, Solicitor Bret Shaffer discussed that certain items have been kept longer than is required. Chairman Mark Wenrich said if they've already been sorted through they can be discarded. Bret said it has been sorted into shred and trash. The Road Crew will be taking the trash pile??? **HAS TO BE A RESOLUTION**

15.4 Servicing of Porta Potties due to COVID – Chairman Mark Wenrich states the portable units no longer need to be serviced daily due to the Emergency Declaration ending. A comment was made that the township will no longer receive funding for this service.

A motion was made by Chairman Mark Wenrich to reduce servicing of the porta potties back to the original signed contract (Pre-COVID).

Second by Supervisor David Buckwash

Discussion: There was no discussion.

Supervisor David Christensen was not present. The motion carried

15.5 Fire Company meeting status

A morale issue among the department was discussed during the meeting. Supervisor Naomi Decker recommended a letter be sent to the Fire Department for encouragement from the township. Hector Morales, Assistant Chief, raised the idea of having a part-time, paid daytime driver/firefighter. Supervisor Naomi Decker asked Hector to put something together to determine the cost of filling this position. Monroe Township has one paid driver at \$34,000 per year at the station from 0700-1700 hours. Fairview Township has two paid employees. West York has a full-time paid firefighter who also oversees Code Enforcement throughout West York. These shifts are typically from 0500 to 1700-1800 when the volunteer firefighters pick up the work. For the part-time paid position, volunteers pick up overlapping times which is how they can only be considered a part-time paid firefighter. Having a paid firefighter who would be considered a "part-time" employee would be due to not always having them on shift.

Northern York County Fire Rescue had a new roof put on the firehouse that totaled \$88,000. Insurance looked at this roof as a repair and not a total loss and only covered up to \$11,000 towards the total cost of \$88,000. To cover the remaining deficit, Carroll Township has donated \$15,000 and Dillsburg Borough is to send a check for a total of \$15,000. The BOS is requesting a copy of the check that Northern York County Fire Rescue sent to DePalma Construction, Inc. to cover the total cost of the roof as the fire department has already paid DePalma.

A motion was made by Chairman Mark Wenrich to contribute \$15,000 towards the remaining deficit of the new roof. The funds are to come from the ARP funds if eligible before the General Fund

Second by Supervisor David Buckwash.

Discussion: There was no discussion.

Supervisor David Christensen was not present. The motion carried

Hector Morales stated NYCFR called York County when they heard hands have changed at Franklinton Borough.

NYCFR now gets dually dispatched to the same calls as Wellsville since the boxes were changed when Wellsville took over Franklinton Borough and any alarm happened in Franklinton Borough. When NYCFR gets dispatched to these calls, they are not getting paid from Wellsville/Franklinton Borough. Hector has made Dillsburg Borough aware of this situation as well. Franklinton had to sign off on the box. Solicitor Bret Shaffer is going to call their Solicitor, Zach Rice, because there should be compensation going to NYCFR for these calls.

NYCFR reached out to CADD Admin about the dual dispatching issue and how it needs corrected. The biggest issue with being dually dispatched is not being able to give access to the boxes they are in charge of. If NYCFR gets a call or gets a call to respond in Franklin Township but are already dually dispatched to a call elsewhere, another responding company has no access to these boxes. Brandon Mitchell stated there was a similar situation in Perdix, Perry County that could be looked into for information on how to handle this situation.

15.6 American Rescue Plan Fund–

American Rescue Plan is an economic stimulus, or rescue money. These funds can only be used in particular ways. Franklin Township should have received the first half of this stimulus already.

15.7 Signed Extension of Declaration of Disaster through July 14, 2021 & New Extension

Pennsylvania discontinued the state Emergency Declaration as of June 28th, 2021. There is no need to extend the Emergency Declaration for Franklin Township.

16. Correspondence

16.1 Dillsburg Area Public Library Donation – 1st installment, no action needed.

16.2 New Hope Ministries Donation-1st installment, no action needed.

16.3 York County Press Release 6.16.2021 – Commissioner’s supplement, CHIRP Funding no action needed.

16.4 York County Press Release 6.17.2021 – Mosquito Positive Press Release-no action needed

16.5 York County Press Release 6.25.2021 – YC Strategic Plan Survey-no action needed

16.6 York County Transportation Alternatives- Set Aside of the Surface Block Grant Application-no action needed

17. Public Comment (Resident Concerns)

Township Resident Steven McBride raised a concern about guiderails. Engineer Phillip Brath is going to investigate this concern.

18. Executive Session

An Executive Session was requested by Solicitor Bret Shaffer and was held from 8:50 p.m. to – 9:03 p.m. There were no decisions made following this session.

19. Adjournment at 9:03 p.m.

A motion was made by Chairman Mark Wenrich to adjourn the meeting at **9:03 p.m.**

Second by Supervisor David Buckwash.

Discussion: There was no discussion.

Supervisor David Christensen was not present. The motion carried

Minutes taken by Tristan Bolden and reviewed by Treasurer Pam Williams