

**FRANKLIN TOWNSHIP YORK COUNTY PA  
BOARD OF SUPERVISORS (BOS)  
REGULAR MEETING MINUTES  
March 9, 2022**

**FINAL**

**Call to Order**

The March 9, 2022, Franklin Township Board of Supervisors (BOS) Meeting was called to order at 7:00 PM 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.

**Roll Call:**

**Present:** Chairman Mark Wenrich, Vice-Chairman David Buckwash, Supervisor Duane Anthony, Supervisor Naomi Decker, Supervisor David Christensen, Engineer Phillip Brath, Secretary Traci Kauffman  
Present (via Zoom): Solicitor Bret Shaffer, Treasurer/Asst. Secretary Pam Williams

**Absent:** No one.

**Pledge of Allegiance and Prayer**

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

**Approval of Minutes**

The December 8, 2021 BOS Regular Meeting Minutes with the correction of changing Dave Christensen seconding a motion (because he was absent) from the meeting to Dave Buckwash.

**A Motion was made** by Vice-Chair Dave Buckwash to approve the December 8, 2021 BOS Regular Meeting Minutes with the correction listed above.

**Second by** Supervisor Naomi Decker.

**Discussion:** There was no discussion

**The motion carried.**

The January 3, 2022 BOS Reorganization Meeting Minutes with the corrections under Policy of Payment of Bills to show the motion was seconded by Vice-Chairman Dave Buckwash not Chairman Mark Wenrich and under appointment of Stenographer was seconded by Supervisor Dave Buckwash not Supervisor Davie Buckwash.

**A Motion was made** by Supervisor Dave Christensen to approve the January 3, 2022 BOS Reorganization Minutes with the corrections listed above.

**Second by** Supervisor Duane Anthony.

**Discussion:** There was no discussion

**The motion carried.**

A date was needed for CUH 2022-2 for Tim and Lisa Lupold at 1099 County Line Road. Discussion ensued. The date was set for Thursday, April 7, 2022 at 6 p.m.

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

There was no public comment.

**Organization Reports**

**Police –**

A written Monthly Activity Report was submitted for December 2021, January 2022, and February 2022. A written Statistical Recap for January 2022 was provided. A written NYCRPD Financial Statement was provided. Lieutenant Migatulski gave a verbal report.

**Fire –**

A written report was submitted for February 2022. A written report, Incidents per personnel Report, was submitted for January and February 2022.

Chief Hector Morales reported 30 calls for February, 88 calls for the year. Six of those were in the Township and the Township total for the year is 30. A verbal report was given by Chief Morales. Discussion ensued. A written report of the Fire Company's budget was provided to discuss the portion to be paid by the Township for the fire company's sustainability. Discussion ensued. This was tabled and will be revisited at a special meeting on March 16, 2022 at 6:00 p.m. Discussion ensued regarding providing the fire company funds that are needed at this time.

**A Motion was made** by Chairman Mark Wenrich to donate the funds to cover 100 manhours, our 35% of the \$86,400.00 for a total of \$30,240.00 subtracted from \$206,687.08.

**Second by** Supervisor Dave Christensen.

**Discussion:** There was no discussion

**The motion carried.**

**EMS –**

A written report for January 2022 Emergency Medical Services Report was provided.  
A written report for Northern York County Company 84 Response Statistics was provided.

**DAA –** No written report was provided.

**Emergency Management –**

A verbal report was presented by Laurin Fleming.  
Ponderosa Park will be used for their CERT Exercises on May 7<sup>th</sup>, 2022. A Township wide drill will be held in September with the date to be determined. Nathaniel Stoner, CERT Team Leader, gave an oral report.

**Route 15 Transportation –** No written report was provided. Engineer Phil Brath indicated the line painting along Route 15 would be done in March. Discussion ensued.

**Engineer's Report –**

A February 2022 written report was submitted.

**Subdivision and Land Development –**

The applicant for 53 & 120 Water Street and 61 Lake Lea Drive are looking for the BOS to accept the withdrawal of their subdivision plans.

**A Motion was made** by Chairman Mark Wenrich to accept the final subdivision plan withdrawal of 53 & 120 Water Street and 61 Lake Lea Drive.

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

**Discussion:** There was no discussion

**The motion carried.**

An exemption request for Keith & Darlene Harbold of 202 Franklin Church Road has been denied by DEP and the plan will not be recorded until the sewer plan is complete as it was part of the conditions for approval by the BOS.

**A Motion was made** by Chairman Mark Wenrich to amend the agenda to add the Gladwell Subdivision Plan.

**Second by** Supervisor Naomi Decker.

**Discussion:** There was no discussion

**The motion carried.**

The purpose of the plan is to subdivide the lot between Range End Road and Route 15. Engineer Phil Brath indicated that the Planning Commission recommended conditional approval at their February 8, 2022 meeting conditional on the comments of Engineer Brath's letter. Scott Akens, Engineer discussed the subdivision. Discussion ensued.

**A Motion was made** by Chairman Mark Wenrich to accept the deferral/waiver requests per the comments in the March 3, 2022 letter provided by Engineer Phil Brath.

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

**Discussion:** Supervisor Naomi Decker wanted clarification for the first deferral. Discussion ensued.

**The motion carried.**

**A Motion was made** by Chairman Mark Wenrich to approve the plan with the stipulation of meeting all of the conditions set forth in the engineer's review letter of March 3, 2022.

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

**Discussion:** There was no discussion.

**The motion carried.**

**Approval & Payment of Bills**

**A Motion was made** by Chairman Mark Wenrich to approve and pay the bills. Also approved was the refund check to Eric Diffenbaugh for the two Miller Subdivision Plan Zoning Review Fees because the plans were withdrawn and never reviewed but not the other three Subdivision Plan Zoning Fee Refunds because they were reviewed. The approval also included the payment of the \$730.00 to *The Sentinel*.

**Second by** Supervisor Dave Christensen.

**Discussion:** Treasurer Pam Williams indicated there was one more bill for \$730 to *The Sentinel* for the part-time assistant ad that was not included on the outstanding bill list. Treasurer Pam Williams indicated that there were four or five refunds for Zoning Review/Zoning Permit fees for Subdivision that needed BOS authorization to be refunded. Discussion ensued. The two Miller Subdivision Zoning Permit fees will be refunded. The Gladwell, Dobrinoff and Harbold Subdivision Zoning Permit fees will not. Treasurer Pam Williams inquired for future reference if the \$50.00 fee should be taken out of escrow or if it should be for the actual time billed for zoning work on Subdivision/Land Development Plans.. Solicitor Bret Shaffer said it should be for the actual time billed. Zoning will be reviewed for compliance but not for a permit.

**The motion carried.**

**Treasurer's Correspondence  
Treasurer's Report**

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

**Second by** Supervisor Naomi Decker.

**Discussion:** There was no discussion.

**The motion carried.**

**Treasurer's Memorandum**

Treasurer Pam Williams provided a written report.

The 2022 disclosure statement for the PSATS Pension Trust needs approval and be posted on the website.

**A Motion was made by** Supervisor Duane Anthony to approve the 2022 disclosure statement PSATS Pension Trust.

**Second by** Chairman Mark Wenrich.

**Discussion:** There was no discussion

**The motion carried.**

Treasurer Pam Williams discussed regarding contacting the Humane Society. We have not had any response on an option to have a contract with them. The 2022 SPCA Animal Care and Housing Agreement was provided as an option.

The paperwork for Members 1st for the new account for ARPA Funds will need to be filled out again because it is only good for 30 days from when it's dated of which we did not meet the deadline. She will call this week for the BOS to sign the new paperwork. Discussion ensued.

Walter's Services is increasing the price by .75 per week for the servicing of the handicap facilities.

**A Motion was made by** Chairman Mark Wenrich to pay the price increase for Walter's Services from \$29.00 to \$29.75 to service the handicap facility.

**Second by** Supervisor Duane Anthony.

**Discussion:** There was no discussion

**The motion carried.**

Treasurer Pam Williams indicated the road crew requested a percentage raise to the pension plan. This was tabled until the April Meeting when more information can be provided.

**BCO / Zoning Officer Report**

A February 2022 Written Report & Invoicing from Land and Sea was submitted

A February 2022 Written Report from Zoning Officer Wayne Smith was submitted. ZO Wayne Smith provided information on his written report.

ZO Wayne Smith provided a written letter requesting to be a part-time employee, not an outside contractor paid on a 1099. Discussion ensued. The determination was made to raise his per hour fee to \$37.50 from \$25.00 per hour and continue to keep him as an outside contractor. Solicitor Bret Shaffer will provide a Resolution to the 2022 Fee Schedule

**A Motion was made by** Chairman Mark Wenrich to change the hourly rate from \$25.00 to \$37.50 and keep Wayne Smith as a private contractor.

**Second by** Supervisor Dave Christensen.

**Discussion:** There was no discussion.

**The motion carried.**

**Solicitor**

The EMS Agreement was returned to Penn State EMS with the Solicitor Bret Shaffer's comments and he has received no response.

Clint & Joann Williams – The solicitor received a draft deed back from them. They are still working on the third portion of the letter from the Solicitor.

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

Republic Trash's price increase is not due to pass through costs, so they will not match the price they had before. The Township will need to put it out for bid or not choose to do the single hauler. Discussion ensued.

**Executive Session –** There was no Executive Session at this time, it will be held at the BOS Special Meeting on March 16, 2022.

Solicitor Bret Shaffer indicated that Treasurer Pam Williams should fill out the PSATS Survey regarding insurance costs if the liability limits are increased and submitted the survey by March 11, 2022.

Solicitor Bret Shaffer indicated the 2022-1 Fee Schedule should be signed by the BOS and it will now need to have a resolution to amend the rate for Zoning Officer Wayne Smith. Discussion ensued.

## **Municipality Reports**

**Parks & Recreation** – A resident requested to use the gravel parking lot at Ponderosa Park on April 7, 2022 to keep cars off the road for an auction. Discussion ensued.

**A motion was made by** Chairman Mark Wenrich to add to the agenda the request from Larry Flohr to have cars park at Ponderosa Park for April 7, 2022 when he has his auction.

**Second by** Supervisor Dave Christensen.

**Discussion:** There was no discussion.

**The motion carried.**

**A motion was made by** Supervisor Duane Anthony to allow the request from Larry Flohr to have cars park only on the gravel, not on the grass or on the ballfield, at Ponderosa Park for his auction on April 7, 2022.

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

**Discussion:** Supervisor Dave Christensen inquired whether we could have the road crew rope off the areas where no parking will be allowed.

**The motion carried.**

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

Chairman Mark Wenrich inquired of Solicitor Bret Shaffer what is included in the ARPA Funds and the limitations. Solicitor Bret Shaffer indicated that there are few limitations.

Chairman Mark Wenrich indicated that Roadmaster Andy Gibb would like to purchase a Tar Buggy and other pieces of equipment, a tool box, and tools. Discussion ensued. The Tar Buggy and the tool box and tools are an allowable use from the ARPA Funds.

**A motion was made by** Chairman Mark Wenrich to allow Roadmaster Andy Gibb to purchase the 2019 Tar Buggy from Stephenson's Equipment for \$12,500.00 out of the ARPA Fund.

**Second by** Vice Chair Dave Buckwash.

**Discussion:** There was no discussion.

**The motion carried.**

**A motion was made by** Chairman Mark Wenrich to allow Roadmaster Andy Gibb to purchase tools and a tool box out of the ARPA Fund for \$2,000.00.

**Second by** Vice Chair Dave Buckwash.

**Discussion:** There was no discussion.

**The motion carried.**

Roadmaster Andy Gibb will do further research on the F550 Dump Truck and how much to put for a reserve bid on Municibid and this will be revisited at the March 16, 2022 BOS Special Meeting.

Engineer Phil Brath discussed the PA One Call and the charge for the service. Discussion ensued. Engineer Phil Brath will be providing more information at a later meeting.

**Planning Commission** – No written report was provided.

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

## **New Business**

The York County Quick Response Team sent a letter regarding a donation. Discussion ensued. Supervisor Dave Christensen will call for more information. This will be discussed at a future meeting.

Secretary Traci Kauffman needs approval to attend the PSATS Conference on April 26, 2022.

**A motion was made by** Chairman Mark Wenrich to ratify the registration for Secretary Traci Kauffman to attend.

**Second by** Supervisor Dave Buckwash.

**Discussion:** There was no discussion.

**The motion carried.**

**A motion was made by** Vice-Chair Dave Buckwash to hire Marie Wilcox as a part-time office assistant at a rate of \$18.50 an hour to increase to \$19.00 an hour after a 90-day probationary period.

**Second by** Supervisor Dave Christensen.

**Discussion:** There was no discussion.

**The motion carried.**

The office will be reopening after Covid closure. Discussion ensued.

## Old Business

Supervisor Dave Buckwash needs BOS approval to be paid as a working supervisor.

**A motion was made by** Chairman Mark Wenrich to approve payment to Supervisor Dave Buckwash as a working supervisor.

**Second by** Supervisor Dave Christensen.

**Discussion:** There was no discussion.

**The motion passed unanimously with Supervisor Dave Buckwash abstaining.**

The Franklinton Borough street name change survey that was conducted did not get the response for which they were hoping. The Borough will conduct another survey.

The timbering being conducted at 300 Stephanie Drive meets all of the requirements for the York County Conservation District. Discuss ensued. The Township Ordinance only requires that the Township be notified so an inspection of the roads can be made to make sure that the hauling of the timber does not destroy the roads.

The use of cameras at Ponderosa Park was discussed to help prevent vandalism. Discussion ensued. The Township will be taking bids.

There are still bids being taken for the replacement of carpet for the office.

## Correspondence

Information was provided regarding the Department of Emergency Services and the NG 911 System address updates.

## Public Comment (Resident Concerns)

Paula Kostick from 195 Locust Grove Road spoke regarding her new neighbors and their intention of starting an equestrian business. Discussion ensued.

## Executive Session

There was no Executive Session held. It will be held at the Special meeting on March 16, 2022.

Supervisor Dave Christensen handed out the York Area United Fire & Rescue Amended Charter Agreement for the Board of Supervisors information.

Solicitor Bret Shaffer indicated that the Evans Conditional Use Decision is completed and it can be signed at the March 16, 2022 BOS Special Meeting.

## Adjournment

**A motion was made by** Chairman Mark Wenrich at 10:22 p.m. to adjourn.

**Second by** Supervisor Dave Buckwash.

**Discussion:** There was no discussion.

**The motion carried.**

Respectfully submitted,

*Traci Kauffman*

Traci Kauffman  
Secretary  
Franklin Township