

**FRANKLIN TOWNSHIP YORK COUNTY PA  
BOARD OF SUPERVISORS (BOS)  
REGULAR MEETING MINUTES  
May 11, 2022**

**FINAL**

**Call to Order**

The May 11, 2022, Franklin Township Board of Supervisors (BOS) Meeting was called to order at 7:00pm 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, Zoning Officer Wayne Smith, Secretary Traci Kauffman, Treasurer/Asst. Secretary Pam Williams, Assistant Marie Wilcox

**Present via Zoom:** Solicitor Bret Shaffer

**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**

**A Motion was made** by Supervisor Naomi Decker to approve the March 9, 2022 BOS Regular Meeting Minutes on the condition that the deferrals (for the 853 Range End Road Subdivision) be looked into for accuracy by Engineer Phil Brath.

**Second by** Vice Chair Dave Buckwash.

**Discussion:** Supervisor Naomi Decker questioned Engineer Phil Brath if the waivers could be looked into for accuracy.

**The motion carried.**

**A Motion was made** by Supervisor Naomi Decker to approve the March 16, 2022 BOS Special Meeting Minutes with the change of Keith Ryan to Keith Kuykendall under Northern York County Fire & Rescue.

**Second by** Supervisor Dave Christensen.

**Discussion:** Change the name from Keith Ryan to Keith Kuykendall under Northern York County Fire and Rescue.

**The motion carried.**

**A motion was made** by Supervisor Naomi Decker to approve the April 7, 2022 Conditional Use Hearing 2022-2 Meeting Minutes with the change to include Supervisor Naomi Decker and Supervisor Dave Christensen as present

**Second by** Supervisor Dave Christensen.

**Discussion:** Under roll call Supervisor Naomi Decker and Dave Christensen were present.

**The motion carried**

**Conditional Use Hearing** meeting date could not be set for next month's meeting because the plan was left out of the packet.

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

**Organization Reports**

**Police –**

A written Monthly Activity Report was submitted for March & April 2022. A written Statistical Recap for March and Year-to-Date 2022 was provided.

**Fire –**

Keith Kuykendall provided a verbal report. In April there were eight calls in Franklin Township and thirty-four calls total. Both a written report of April 2022 Municipality Reports and Graphs, plus and Incidents per Personnel Report was submitted for April 2022. Keith Kuykendall reported regarding the job advertisement for paid personnel. NYCF&R have gained new trained members from other departments.

**EMS –**

A March 2022 Emergency Medical Services written report was provided.

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

March 11, 2022 Meeting Minutes were provided along with a letter of resignation from Lynn L. Potts.

**Emergency Management –**

The May 7, 2022 CERT Training Day was cancelled.

### **Route 15 Transportation –**

Engineer Phil Brath verbally reviewed the email from Terry Kohler that was provided for this meeting regarding the road improvements on Route 15.

### **Engineer's Report –**

A March 2022 written report was submitted and reviewed by Engineer Phil Brath.

### **Subdivision and Land Development –**

Engineer Phil Brath explained that the Harbold Sewer Module needs to be submitted to Department of Environmental Protection. The BOS needs to pass Resolution 2022-4 for approval so it can be put in for approval and get the plans signed and submitted to DEP. Olivia Carpenter requested to be able to physically deliver the Sewer Module to DEP instead of using the U.S. mail. The BOS granted her request.

**A Motion was made** by Chairman Mark Wenrich to approve Resolution 2022-4 for the Harbold Sewer Module.

**Second by** Supervisor Dave Christensen.

**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.

**Second by** Vice Chair Dave Buckwash.

**Discussion:** There was no discussion.

**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** Vice Chair Dave Buckwash.

**Discussion:** There was no discussion

**The motion carried.**

#### **Treasurer's Memorandum**

Treasurer Pam Williams provided a written report. Treasurer Pam Williams indicated that there was supposed to be a resolution approved prior to spending any of the ARPA Funds to amend the 2021 and 2022 budgets.

The Highmark Vision Insurance will be renewing on 6/1/2022.

**A motion was made by** Chairman Mark Wenrich to continue with the Highmark Vision Insurance.

**Second by** Supervisor Duane Anthony.

**Discussion:** There was no discussion.

**The motion carried.**

Pension information that was provided at the last BOS Meeting and was tabled until this meeting so that the information could be reviewed further. Discussion ensued. The BOS will request a meeting with PSATS and Brian Galbraith to gather more information.

A new all-in-one computer needs to be purchased for the Part-time Assistant Secretary.

**A motion was made by** Chairman Mark Wenrich to purchase a new all-in-one computer not to exceed \$1,000.00.

**Second by** Vice Chair Dave Buckwash.

**Discussion:** There was no discussion.

**The motion carried.**

Franklintown Borough has decided to continue to pay the balance of what they owed for the fire truck. A letter of appreciation will be sent.

The American Rescue Plan Report was submitted to the Department of the Treasury on May 30. A spreadsheet was provided with the breakdown of funds used to date.

A Liquid Fuels Audit is currently being conducted from 2016 to 2021.

Information was provided from the Employee Handbook about the Dental and Vision Insurance: it is provided to part-time employees. Vision insurance can be provided for a part-time employee if they work 25 hours per week and dental insurance can be provided if they work 30 hours per week per our broker.

**A motion was made by** Supervisor Dave Christiansen to increase the assistant's part-time hours to twenty-five per week to be eligible for the vision insurance.

**Second by** Chairman Mark Wenrich .

**Discussion:** Supervisor Naomi Decker inquired as to whether or not we should increase hours while the assistant is on the 90-day probation. Discussion ensued.

**The motion carried.**

A motion is needed to accept the ARPA Resolutions 2022-5 and 2022-6 to amend the 2021 and 2022 budget because the expenditures were not in either of those budgets. Discussion ensued.

**A motion was made by** Supervisor Duane Anthony to approve Resolution 2022-5 for the supplemental appropriations for the 2021 budget.

**Second by** Chairman Mark Wenrich.

**Discussion:** There was no discussion.

**The motion carried.**

**A motion was made by** Supervisor Duane Anthony to approve Resolution 2022-6 for the supplemental appropriations for the 2022 budget.

**Second by** Chairman Mark Wenrich.

**Discussion:** There was no discussion.

**The motion carried.**

The Animal Control issue is to be tabled until we research and can provide more information.

### **BCO / Zoning Officer Report**

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

A May 2022 Written Report from Zoning Officer Wayne Smith was submitted. ZO Wayne Smith provided information on his written report. Discussion ensued. The BOS requested for the Planning Commission to research and amend several Township ordinances.

### **Solicitor**

The EMS Agreement was returned to Penn State EMS with Solicitor Bret Shaffer's comments, and they have not responded to the suggested revisions.

Clint & Joann Williams – This has been completed, documents will be forthcoming for the file.

Stough/Mason SFTF – Solicitor Bret Shaffer requested a SALDO Amendment for Small Flow Treatment Facilities. The Planning Commission will be working on amending it. Discussion ensued.

**Executive Session** – There was no Executive Session at this time.

### **Municipality Reports**

No written report provided.

**Parks & Recreation** – Park bench purchase is to be paid by the Parks and Recreation Committee. A question was raised regarding the allowable amount that the Parks and Recreation Commission can spend before needing BOS permission. There is a 2021-6 Resolution that answers that question. Discussion ensued.

Barb Morgret is interested in filling the vacancy on the Parks & Recreation Commission. The BOS will set -up an interview to discuss her interest. The BOS set the time at 6:45pm prior to the next BOS meeting on June 8,2022.

**A motion was made by** Supervisor Dave Christensen to invite Barb Morgret to interview for the open position on the Parks and Recreation Commission amending the time to 5:45pm prior to the BOS meeting.

**Second by** Chairman Mark Wenrich.

**Discussion:** There was no discussion.

**The motion carried.**

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

Engineer Phil Brath reviewed and discussed the bid and noted the bid for stone was consistent with what was budgeted for the project. Discussion ensued the bid and associated documents. Engineer Phil Brath recommended that the bid be awarded to York Building Products. There was discussion on whether the cost of Liquid Fuels could undergo a cost increase. The Liquid Fuels cost cannot be raised according to the bid proposed.

**A motion was made by** Chairman Mark Wenrich to award the stone bid to York Building Products sealed bid for the roadway projects for 2022.

**Second by** Vice Chair Dave Buckwash.

**Discussion:** There was no discussion.

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

### **Road Improvement and Stone Bid**

The bids for the Road Improvements/Surfacing were discussed and it was noted that the bid for road improvement projects/surfacing was not consistent with what was budgeted for the project. Engineer Phil Brath indicated that the projected costs were higher than budgeted. The determination was made to remove three of the projects from this year's road improvement plan. Roadmaster Andy Gibb was called to give his input regarding which projects could be put on hold until next year. Discussion ensued the bid and associated documents. Engineer Phil Brath recommended that the bid be awarded to New Enterprise.

**A motion was made by** Chairman Mark Wenrich to award the stone bid to New Enterprise sealed bid for the roadway improvement projects for 2022 with the removal of the last three projects for Franklinton Road, eliminating \$7,096.50, \$83,945.00, and \$108,108.00.

**Second** by Supervisor Dave Christensen.

**Discussion:** It was noted that the three that are being eliminated could end up costing even more next year and maybe more need budgeted for next year. The three projects being deferred should be put at the top of the list for 2023.

**All in favor.**

**The motion carried.**

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

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

### **New Business**

#### **UCC Code Enforcement**

Land & Sea Services, LLC indicated they could investigate properties that are dangerous and that are not in compliance by using the UCC Code to enforce the property owners compliance. The BOS indicated that Land & Sear Services are allowed to investigate any properties that are a danger and use the UCC Code for compliance.

#### **Young's Grove Complaint**

A nuisance complaint was received regarding Young's Grove Mobile Home Park and Zoning Officer Wayne Smith will be checking into that complaint.

#### **Stephanie Drive Complaint**

A nuisance complaint was received regarding Stephanie Drive and the water run-off. During heavy storms there is not anything the BOS can do regarding the water run-off. The Conservation District has been out, and the residents of that property are complying.

### **Old Business**

**A motion was made by** Chairman Mark Wenrich to add to the agenda under Old Business and Executive Session that was held on 4/26/2022.

**Second:** Vice Chair Dave Buckwash

**Discussion:** There was no discussion.

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

### **Executive Session**

On 4/26/2022 an Executive Session was held involving employee matters and no decisions were made.

### **PA One Call**

PA One Call was decided at the last BOS meeting and no further action was taken.

### **Cameras/Ponderosa and Century Lane Parks**

There will be estimates provided by our current IT person, Jason Stamm of Stamm Solutions within the next several days.

### **Building Improvements/Addition**

Supervisor Duane Anthony provided a rough sketch of options for the building improvements and new addition. Discussion ensued.

### **Ordinance 6-2009 – Junkyards (Amendment)**

The BOS requested that this ordinance be sent to the Planning Commission for clarification of what a junkyard is.

### **Correspondence**

PA/DEP-\$17.9 Mil-Community Water Quality Improvement – There are DEP Growing Greener grants being offered for environmental improvement. Discussion ensued. There was no action taken.

### **Public Comment (Resident Concerns)**

There was no public for comment.

**Adjournment**

**A motion was made** by Vice Chair Dave Buckwash at 9:28pm to adjourn.

**Second by** Supervisor Duane Anthony.

**Discussion:** There was no discussion.

**The motion carried.**

**Executive Session**

**The session started at 9:51pm to discuss personnel issues and no decisions were being made. The session ended at 10:32 pm.**

Respectfully submitted,

*Traci Kauffman*

Traci Kauffman

Secretary

Franklin Township