

**FRANKLIN TOWNSHIP YORK COUNTY PA  
BOARD OF SUPERVISORS  
REGULAR MEETING MINUTES  
October 13, 2021**

**FINAL**

**1. Call to Order**

The October 13, 2021, 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.

**2. Roll Call**

**Present:**

Chairman Mark Wenrich  
Vice Chairman Brian Galbraith  
Supervisor Naomi Decker  
Supervisor David Christensen  
Supervisor David Buckwash  
Solicitor Bret Shaffer- via Zoom  
Engineer Phillip Brath  
Secretary Traci Kauffman  
Treasurer/Asst. Secretary Pam Williams-via Zoom

**Absent:**

**3. Pledge of Allegiance and Prayer**

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

**4. Announcement of Executive Sessions held 9/11, 9/19, and 9/28 and decisions made pertaining to staff and office access due to COVID outbreak, cancellation of September Planning Commission and Budget meetings.**

Saturday 9/11, 1:30 p.m. by Zoom, regarding employee testing and leave protocol due to COVID outbreak

--decision made to keep offices closed to public during next week

--decision to cancel the Planning Commission meeting

Sunday 9/19, 1:30 p.m. by Zoom, regarding employee testing and leave protocol due to COVID outbreak

--decision made to deep clean building prior to Zoning Hearing Board meeting week of 9/20

--decision made to require employee quarantine for 10 days from onset of symptoms

--decision made that employees must use sick leave and then unpaid leave, unless employee confirms positive COVID test result

Tuesday 9/28, 6:00 p.m. by Zoom regarding whether temporary help is required due to COVID outbreak, employee status

--decision made for current pay period to maintain the prior practice of paying employees while on leave for confirmed COVID cases

--decision made to authorize Gibson-Thomas to provide temporary assistance returning calls and checking mail, contingent on whether the township staff is medically able to return this week

--decision to cancel the Budget meeting

Because time was of the essence and the township staff was unavailable to provide timely public notice due to the COVID outbreak, decisions were made during these executive sessions under the authority granted by Act 15 of 2020. A quorum of the BOS was present at each session, and each decision was voted by all those in attendance at each session.

## 5. Approval of Minutes

No Minutes for approval

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

Dave Sprigg – 6 Bypass Road, Dillsburg - Mr. Sprigg provided a page from the Subdivision and Land Development Ordinance (SALDO) to explain the definition of a “significant change” to a preliminary plan. He explained that Article 3 of our SALDO covers the application procedures and requirements of preliminary plans and Paragraph 305 of that article is the approval of the preliminary plans. He indicated that he would like to bring Paragraph H of Paragraph 5 to the Boards attention. He highlighted that the SALDO clearly identifies examples of significant changes to an applicant’s plan, and he indicated the Board should be aware of that

## 7. Organization Reports

### 7.1 Police –

- A. A written report was submitted for the September
- B. A written Activity Report for September 2021 from Chief Lash was submitted
- C. Union Church Road/Speeding/Line Painting/Police presence - Chairman Wenrich inquired if lines were painted on Union Church Road. Chief Lash indicated he would check on that.
- D. The Heidelberg Township Resolution was signed and emailed to the Police Department.
- E. Automated License Plate Readers (ALRPs) – see explanation below

Chief Lash discussed the department has ordered a UTV that will assist not only the police department but the fire department throughout our jurisdiction. Chief Lash presented a staffing study based upon 2021 projected incident statuses and stated jurisdiction wide the calls are going up.

Chief Lash discussed the Automated License Plate Readers (ALPRs). Discussion ensued regarding the potential of the Township purchasing one.

Supervisor Dave Christensen reported that the legislature has pushed for local police to use radar and indicated the NYCRP was encouraged to assess the use of radar. Chief Lash indicated he has heard nothing further regarding this issue.

### 7.2 Fire –

- A. A written report was submitted for September 2021.

Chief Hector Morales presented his report for the month of September with forty-four calls with the total for the year being 403. They ran ten calls in the township and one in the borough.

Chief Morales indicated they enrolled three new members last month. Two of the new members have prior training from another department and their newest member is still in training.

The department is getting ready for Farmer’s Fair and will have coverage during the entire fair.

Supervisor Naomi Decker indicated that the fire department is working hard to decide on new equipment and an information sheet were provided. They may do away with three pieces of equipment and purchase one with those same resources. Discussion ensued regarding the amount of equipment they have and what they should purchase. Discussion was also held on the scenario of one of the pieces of equipment becoming inoperable. They are considering keeping a truck in reserve in case that happens. The department is trying to determine what new equipment is needed by the municipalities they serve.

Discussion ensued regarding how expensive new equipment is and monies that could be used to assist the fire department in purchasing the new equipment.

### 7.3 EMS –

- A. A written report was submitted for September 2021.

### 7.4 DAA –

- A. A written report of the August 2021 minutes were submitted.

**7.5 Emergency Management – No written report.**

A. No date has been chosen to reschedule the CERTS Class for the Board of Supervisors Laurin Fleming reported that four individuals recently completed the CERTS Class and three are willing to continue training. He indicated they will be having an informational booth at the Farmer's Fair for CERT, for Emergency Management and Disaster Preparedness. In 2022, they are planning a Township wide drill in September and more information will follow. In the summer of 2022, they will have a CERT drill. Laurin introduced Nathaniel Stoner who will be leading the CERT Team. Laurin requested a key fob to the ECO building due to the new security system. Mr. Fleming spoke regarding the Broadband Initiative of York County. He made recommendations to the county indicating during disasters, they should provide municipalities with internet connection, cell phone charging stations, and potable water during long term power outages. He has received no response. Discussion ensued regarding additional money from the county for the project.

**7.6 Route 15 Transportation – No Written Report.**

Engineer Phil Brath followed up with PennDOT and Hempt Brothers regarding drainage work on Century Lane and Range End Road and they indicated they would take care of the issues. Discussion ensued regarding when they would be finished and other areas that needed paved. The paving and the roads should be opened by the end of the month, but that is not definite.

**7.7 Engineer's Report –**

- A. A written report was submitted for September 2021.
- B. Engineer Brath reported on Water Street and indicated that on September 20, 2021, he received additional comments on the permit application clarifying some changes that needed made. Engineer Brath made those changes within the required time frame.

**8. Approval & Payment of Bills**

**A Motion was made** by Chairman Mark Wenrich to approve and pay the bills EXCEPT FOR THE LowV INVOICE.

**Second by** Supervisor David Buckwash

**Discussion:** There was no discussion

**The motion carried.**

**9. Treasurer's Correspondence**

**9.1 Treasurer's Report**

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

**Second by** Supervisor David Christensen

**Discussion:** There was no discussion.

**The motion carried.**

**9.2 Treasurer's Memorandum**

Treasurer Pam Williams indicated that there had been previous discussion of placing cameras in the parks for security. Jason Stamm, our IT Technician had indicated that he would like to be considered to provide placement of the cameras. Discussion ensued and Chairman Wenrich inquired if Supervisor Christensen would be willing to follow up with this since he is already coordinating the other security. Supervisor Christensen indicated he would. Treasurer Williams indicated that she provided the Northern York County Fire and Rescue Workers Compensation letter and information. It explains the division of the worker's compensation for this year and is based on the 2020 Census. The census count for our township is 5,032 and we pay 32.6% of the workers compensation, which amounts to \$17,528.78 per year or \$1,461.00 per month. If the BOS agrees, a signature is needed by Chairman Wenrich.

An email from Karen Deibler from the Dillsburg Borough to Kelly Kunkle at Franklinton Borough, explained that NYCFR is first call for Franklinton Borough and is expected to come out on all calls for all residents for the Borough. The email indicated the Franklinton Borough population is counted for the worker's compensation fees. She stated if the borough does not want to pay their portion, they should remove NYCFR as first call and make it a mutual call company. Chairman Wenrich indicated it would be reviewed in 12.7, Solicitor's Report. Treasurer Williams indicated that if the Franklinton Borough did not pay their portion, that portion would be split between the other municipalities. She stated Dillsburg Borough would like the signed agreement returned as soon as possible.

**A motion was made by** Chairman Wenrich to accept the amount in the agreement and sign it with the total of \$17,528.78

**Second by** Supervisor Dave Christensen

**Discussion:** There was no discussion.

**The motion carried.**

Treasurer Pam Williams provided a reminder regarding dates of the Budget Meetings. She will be meeting with the bank about the ARPA funds being placed in a separate account. Road Reports were provided to the BOS.

She indicated that we did not renew or sign any contract and Terminix is still providing service with their last treatment on 9/24. There are three pest control companies coming in the next two weeks to provide quotes. When the BOS makes the decision, we will either continue with or terminate Terminix.

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

**Second by** Supervisor David Christensen

**Discussion:** There was no discussion.

**The motion carried.**

## **10. BCO / Zoning Officer Report-**

**10.1** A written report and an invoice was submitted for September 2021 from Land and Sea.

**10.2** A written report was submitted from Barry Isett & Assoc./Jeff Gardner.

Chairman Wenrich indicated that he would like a report about the nuisance complaint at 31 Ken-Lin Drive. Zoning Officer (ZO) Jeff Gardner participated by phone. Chairman Wenrich inquired whether the property owners are building a house in the woods and ZO Jeff Gardner indicated it is a tree house. Discussion ensued regarding what amenities it would have and whether they are continuing work on the structure which they are not. ZO Gardner indicated that they need to acquire the proper permits. Discussion ensued regarding what types of structures are permitted and what procedures the property owners would need to do to accomplish their goal. It was also explained that whether progressing as a tree house or a rental, an engineer's report would need to be crafted, signed, sealed, and presented with their Building Permit Application. Discussion ensued regarding the structural stability and whether the owners would continue with their plan. It was agreed they would need to submit a Zoning Application and possibly apply for a Conditional Use Hearing. ZO Gardner stated the owners want to examine their options.

Chairman Wenrich inquired whether it was in steep slope. ZO Gardner indicated that it looked close, but he did not measure it. Discussion ensued.

Chairman Wenrich inquired whether they would need to apply for a permit with Sewage Enforcement Officer (SEO) Gary Morrow for facilities and septic. Discussion ensued regarding facilities and tying into their existing sand mound.

Supervisor Christensen asked whether a contractor or the property owners were doing the building and ZO Gardner indicated that the property owners are doing it on their own. Discussion then ensued regarding structural integrity.

Supervisor Decker inquired where this fit according to the Township's SALDO. ZO Gardner indicated that it happened quickly, and he did not have that information at this time.

Chairman Wenrich inquired about off-street parking. ZO Gardner indicated they would need at least one off-street parking spot per dwelling. Discussion ensued regarding off street parking and the requirements needed.

Solicitor Shaffer indicated that he would like to examine this to determine if this is a UCC issue. Discussion ensued regarding the IRC and the UCC being very unclear about these structures and if it is two stories. Solicitor Shaffer stated that it would be interesting as to what their insurance adjuster is defining it as and discussion ensued regarding the issue of liability.

ZO Gardner gave full disclosure that Neil Olcott is a friend, and he would not be imparting favoritism. The property owners were notified they would be given permission to pursue this or tear it down. He indicated to the property owners that this would not be a fast process.

Chairman Wenrich asked if the structure is self-built how will an engineer certify it as structurally sound and safe. ZO Gardner indicated that it is all exposed structurally so the engineer will be able to visualize and observe everything about this build.

Supervisor Decker questioned if there was a fire, how accessible is the structure. ZO Gardner indicated that with operating as an Airbnb or Bed and Breakfast there would be minimal fire protections required. Discussion ensued regarding the different fire protections it would or would not require. ZO Gardner indicated their goal was to ascertain what the property owners' ultimate goals were with this structure. If the project goes forward there will be detailed measurements by either the engineer, ZO Gardner or Building Code Officer (BCO) Wilbur Slothour. Setbacks are within the limits but that is the least concern right now.

## **11. Subdivision and Land Development**

### **11.1 Lexington Fields**

A. Engineer Phil Brath indicated that the Scope Meeting Comments from PennDOT and us related to the traffic study. The hold up on the traffic study is a decision needs to be made concerning Bypass Road. When that decision is made the project can move forward.

Phil Garland introduced himself and indicated he brought his own court reporter so he can have a copy of tonight's meeting. He indicated last month that he could not get a copy of the meeting. Secretary Kauffman indicated that we are working to get a copy of the tape to him.

Mr. Garland went on record and indicated that Holly Byers would be informing us of her side a conversation. with a township person. Holly Byers indicated that she had a conversation with a township person who asked if he could speak with her. She is not sure who the gentleman was. He inquired whether she knew Philip Garland. She indicated that she did. He inquired whether she sold Mr. Garland a piece of her property. He inquired if it was a 15-foot right-of-way. She indicated it was a piece of land from the tree all the way down. He indicated that was not the information we have. She indicated she has a contract with Mr. Garland, and it is from the tree all the way down.

She indicated he told her he hoped she knew what she was doing because we have had many run-ins with Phil, and we've had many problems with him.

Supervisor Christensen inquired if she knew who this person was. Supervisor Buckwash inquired whether he was in the room, and she indicated it was Engineer Phil Brath.

Engineer Brath said that conversation is not the way he recalls it, but it is mostly the way he recalls it. She indicated she is not sure why she is not hearing pleasant things about Phil Garland, but they are selling the property.

The property being sold is benefiting them and why pay property taxes on property they cannot use or build on. Holly Byers indicated that she spoke with Mr. Sprigg, and she sold her property to Mr. Garland for an entrance.

Mr. Garland inquired if any supervisors talked with Mr. Sprigg prior to the Wednesday night meeting. Several of them indicated they had not.

Supervisor Decker inquired why they had to inform Mr. Garland to whom they talked. Mr. Garland indicated they did not have to tell him. Supervisor Decker indicated she chooses not to discuss this matter.

Mr. Garland stated that Danny Thornton was present as his traffic consultant in case there were any questions regarding the traffic study. Mr. Garland provided emails as an exhibit to review.

He indicated on page three that Engineer Phil Brath sent an email to his traffic consultant (with his attorney and Bret Shaffer being copied on the email) and indicated there was a question last month regarding Mr. Garland stating that Engineer Brath indicated he should go directly out to 194 and that Engineer Brath indicated [in the last meeting] he had not said that. Mr. Garland quoted for the email from Trip Distribution Scenario #01, "For reasons clearly explained and described in our response letter dated 2/16/21 and past communications with the Developer, the use of Bypass Road to enter/exit the proposed development is not acceptable to the Township. That said, given the Trip Distribution Scenario #01 included in the Revised TIS scoping application continues to propose the use of Bypass to enter and exit the development, the proposed distribution is not acceptable to the township. Trip Distribution Scenario #02. Given that Trip Distribution Scenario #02 also proposes the use of Bypass Road to enter/exit the proposed development, the proposed trip distribution is not acceptable to the Township either. To ensure safe and efficient access to the proposed development, all trips entering/exiting the development from Wheatstone Way, should do so via a new 90° T-intersection between Wheatstone Way and SR 0094 (Baltimore Street)." Mr. Garland indicated that Engineer Brath did suggest that the intersection go straight out. That is in the email and copied to Dave Getz, Dan Thornton, and Bret Shaffer. He indicated that included in the packet is all the email correspondence between Phil Brath and TRG that went back and forth concerning scoping.

Mr. Garland indicated being told three times in the email to use a 90° intersection onto 194, and not use Bypass Road. In addition to that, two of the plans (provided by the Supervisors), the one with red marks is the plan that went to York County Court and the judge remanded it back to the Township. The plan displays going directly out to 194. The top plan is the plan going directly out to 194. Both plans are similar. The one difference is that Bypass Road will be open to the North and is definitely open to the South on the other plan. Mr. Garland indicated that he had a meeting with Cephus (sp.) Willis. Mr. Willis indicated he needs South side access for his bigger trucks. Mr. Garland indicated he will have a safer access coming out with what they propose than what is currently there with Bypass Road on the Southern end. That will resolve a safety concern within the Township. Mr. Garland showed Engineer Brath where these entrances are.

Chairman Wenrich inquired if Mr. Garland had more information to present. Mr. Garland indicated his traffic consultant, Dan Thornton was available for any questions regarding traffic scoping. Chairman Wenrich inquired if Solicitor Bret Shaffer had any questions.

Solicitor Shaffer did inquire regarding a motion to get a copy of the tapes from the last meeting to Mr. Garland. The Township has a policy of not letting the tapes leave the building and Solicitor Shaffer indicated we do not have the proper equipment to copy the tapes.

Solicitor Shaffer suggested that we call Capitol Copy to have them copy the tapes. Solicitor Shaffer indicated that Mr. Garland could have someone from his office come listen to the tape or we could send it to Capitol Copy, send Mr. Garland the quote and have him approve it before we send the tapes out.

**A motion was made by** Chairman Mark Wenrich to let Capitol Copy make a copy of the tapes and send a quote for the invoice to Mr. Garland.

**Second by** Supervisor Dave Buckwash

**Discussion:** Supervisor Naomi Decker indicated that Secretary Traci Kauffman need to finish the minutes before we send the tapes out to be copied. Chairman Wenrich inquired if that would be okay with Mr. Garland and Mr. Garland indicated he would be okay with that.

**The motion carried**

Chairman Wenrich inquired if Mr. Garland has anything else. Mr. Garland indicated he needed a decision whether the Supervisors agreed with the scoping the way it has been presented on the first page of the exhibits he submitted.

Chairman Wenrich deferred to Solicitor Shaffer, and he indicated he has not reviewed the documents. Chairman Wenrich stated since our Solicitor has not had adequate time to review the documents and due to the Covid shut down of over two weeks,

Chairman Wenrich indicated the Board will table its decision until the next meeting.

Engineer Brath indicated that if Mr. Garland wants a decision made, he should be specific on exactly what plan he wanted approved.

Mr. Garland indicated that it was the plan with the three-way intersection and straight out onto 194.

Chairman Wenrich confirmed that he is asking for Scenario #2. Mr. Garland indicated it was.

Dan Thornton indicated that Scenario #2 in the original email was slightly different having it come out onto Bypass Road, make a right turn onto Bypass, and then have a new road south of the existing houses and come straight out to 194. Mr. Thornton explained that they then received the email from Engineer Brath. Mr. Garland purchased the property to come straight out onto 194. The scoping application was resubmitted to PennDOT, they had a meeting, and then made minor changes were made and the scope was resubmitted. Mr. Thornton stated PennDOT approved the scope, but it is contingent upon county and township approval. Mr. Thornton indicated the PennDOT would like you (Township and Applicant) to look at the two Bypass intersections and stated that they do not have to be closed but they still need reviewed.

**A motion was made by** Supervisor Mark Wenrich to table this decision until next month's meeting.

**Second by** Supervisor Naomi Decker

**Discussion:** Supervisor Christensen inquired if it will be discussed and voted on at the next meeting. Chairman Wenrich indicated that if Solicitor Shaffer had adequate time to review.

Solicitor Shaffer indicated that it can be voted on at the next meeting and a vote of the study is not binding as far as whether the plan ultimately goes that way because the Board must wait for the results of that study. Solicitor Shaffer indicated he would like to review the study.

**The motion carried.**

## **12. Solicitor –**

**12.1** Solicitor Bret Shaffer will email the PERCS Agreement to Chairman Mark Wenrich for his signature.

**12.2** Solicitor Bret Shaffer stated regarding the Revised EMS Agreement, Penn State indicated they are delayed on other things due to their new facilities opening.

**12.3** Solicitor Bret Shaffer indicated that he needed to have a conversation with Treasurer Pam Williams while she is in the office regarding the Clint and Joann Williams case.

**12.4** 3-5 Meadowview-Lorin & Sandra Stough to Russell and Kathryn Mason. No further action has been taken on this issue.

**12.5** Recovery Act Funds - no updates except they pushed back the audit date to next spring instead of the end of this month.

**12.6** At last month's meeting the Board asked Solicitor Shaffer to write a letter to Russ Goodling to inform him that they wanted him to provide a contract for paving his driveway within 30 days. Discussion ensued and it was determined the original letter had not been sent. Solicitor Shaffer inquired whether he should still send the letter to repair the driveway within 30 days, or state that we would repair it and he would be invoiced for it. Chairman Wenrich suggested we start with the original letter because it wouldn't be fair to Mr. Goodling if he were never notified. Solicitor Shaffer indicated he would prepare the letter.

**12.7** After talking to Kelly Piero at County Dispatch, Solicitor Shaffer would recommend not doing a resolution. Kelly Piero indicated that the call boxes have been incorrect since changes were made in 2018 to account for Dillsburg becoming Northern York. Kelly Piero indicated that if a resolution were added, it would create a question as to why we were fixing something if there is not a problem with the way it currently is.

Kelly indicated that there is nothing odd about the way Franklintown Borough has its designations. The computer software determines how to send the calls out and is doing an initial dispatch call to both Wellsville and Northern York for Franklintown Borough calls. The problem seems to be where the county software runs. Kelly Piero will provide copies of our EMS and Fire Call Boxes. She is going to provide copies (if possible, without a Right-To-know Request) of Franklintown Borough from pre-July of this year with their current information to compare before and after of how the designations work. Solicitor Shaffer will speak with their Solicitor to determine how the computer program is accounting for different situations and try to alleviate some of the pressure on Northern York. He stated that York County may say the only viable option is for Northern York to refuse calls. That would not be a feasible option. The system is not organizing calls the way it would make sense to us. It is an ongoing problem and Solicitor Shaffer does not think a resolution is a good idea. He is looking into other options.

Chairmen Wenrich indicated that he invited Chief Hector Morales to stay and listen and inquired if he had any questions/comments. Chief Morales indicated that prior to the Call Box being changed, NYCF&R used to manage that Call Box by themselves. Since the Call Box has been changed, every response (except a low budget incident) has been a dual dispatch. NYCF&R are automatically dispatched when Wellsville gets dispatched and Chief Morales and Kelly are reporting something different. Solicitor Shaffer indicated a way to resolve this would be to look at all the reports line by line. Solicitor Shaffer indicated he could ask her if there is a report they can run as a diagnostic to look at the irregularities. The terminology is unclear because Kelly is saying they are not a dual dispatch, but both departments are being dispatched at the same time. Chief Morales indicated that his thought is to drop it and just move on and do what is necessary to keep the citizens safe. Solicitor Shaffer indicated he would like to speak with their Solicitor, forward the information from dispatch and provide information to the Chief and the Board to determine how to proceed. Solicitor Shaffer indicated that everyone needs to come together to view the same information because there is a disconnect regarding terminology or a computer software problem.

**12.8/12.9** No discussion needed.

#### **12.10 Executive Session**

A. Water Street Litigation- The court decided they were going to rule on everything without argument and the Millers have requested argument. The court will schedule again in the next couple of weeks.

B. Bennington Investment Litigation- to be discussed next month. The Board may want to authorize Engineer Phil Brath to do a comparison of the different versions of the plans that have been presented to the BOS. Significant Changes is an issue that keeps being discussed and without an analysis from where the court decision left it to present. Solicitor Shaffer recommended that Engineer Brath may not be comfortable working on that without an express authorization from the Board and they should give him the authorization. Chairman Wenrich indicated that they did give authorization last month.

**A motion was made by** Chairman Mark Wenrich for Engineer Phil Brath to compile a list of all the changes that have been made to this plan.

**Second by** Supervisor Dave Buckwash

**Discussion:** There was no discussion

**The motion carried**

### **13. Municipality Reports**

#### **13.1 Parks & Recreation –**

A. No Meeting Minutes were provided.

B. The portable unit was overflowing at Century Lane Park after the soccer tournament, and we called to have it cleaned. Chairman Wenrich inquired whether Roadmaster Andy Gibb could check on it.

The Ponderosa portable unit is not paid for by the Township, but our road crew is being asked to stand it back up, etc. Discussion ensued as to whether it could be removed or anchored down. Chairman Wenrich indicated we need to find out what the Softball Association's contract says.

Terry Hoffman inquired of Chairman Wenrich whether a decision has been made to purchase stone for the walking path at the park. Discussion ensued regarding purchasing the stone at the prices now.

**A motion was made by** Chairman Mark Wenrich to allow the Parks & Recreation to purchase stone and stockpile them at Ponderosa Park for finishing the walking trail.

**Second by:** Dave Christensen

**Discussion:** There was no discussion.

**The motion carried.**

Terry Hoffman asked for any items they want to purchase for the end of this year or next year, could they come back next month and request permission. Chairman Wenrich answered that would be fine.

#### **13.2 Roadmaster –**

A. Roadmaster Andy Gibb indicated that 110 Tuckahoe Road needs to replace a culvert pipe. Discussion ensued regarding the number of notices provided to the homeowner. Other property owners are calling and complaining because of the water laying on the road and running onto their property: discussion ensued, and photos were shown. There have been two registered letters sent that they are in violation. Solicitor Shaffer indicated that he needed copies of the letters and a photo. Discussion ensued regarding why it needed done. what is needed to fix it and whose responsibility it is to fix the driveway.

Engineer Phil Brath indicated it is a driveway and the property owners are required to maintain it. Solicitor Shaffer indicated that if you send an enforcement notice and they don't act it can go to the District Justice or give you can give them one last chance to complete the work. If they still don't comply, we do the work, and then go to the District Justice to recover the amount we expended. Discussion ensued and Solicitor Shaffer indicated we need to send another letter that a determination has been made and indicated he would write the letter after reviewing the other letters previously sent.

B., C., D Roadmaster Gibb indicated there is no posting of a speed limit sign on East Greenhouse Road. The requirement is for us to post the sign because our road is attached to the state road. Roadmaster Gibb inquired if there needs to be a traffic study done to determine what speed should be posted. Engineer Brath indicated that if it is in the development on East Greenhouse we could place a 25-mph speed limit sign without doing a traffic study. Engineer Brath stated that you have the right to set a 25-mph speed limit in residential areas if you have an ordinance, otherwise, it would not be enforceable. Solicitor Shaffer indicated he would create a resolution which would be for E. Greenhouse, Twin Hills, and Century Lane. Chairman Wenrich inquired if we would need separate resolutions and Solicitor Shaffer indicated we would not. Discussion ensued regarding exactly which part of the road on Century Lane should be 25-mph.

**A motion was made by** Chairman Mark Wenrich to make a resolution to make the speed limit for East Greenhouse Rd., Twin Hills, and the section of Century from Range End to Hickory the 25-mph hour speed limit and let Andy Gibb post signs appropriately

**Second by** Supervisor Dave Christensen.

**Discussion:** There was no discussion.

**The motion carried**

Roadmaster Gibb informed the Supervisors on the cost of \$90 for the posts for the signs.

E. Trough removal from 12 Franklin Church Road by PennDOT-Roadmaster Gibb explained how Penn Dot would accomplish it at no cost to the Township. He indicated they need a letter of permission from the Board of Supervisors to remove the trough.

**A motion was made by** Chairman Mark Wenrich to write a letter to PennDOT to remove the trough at no cost to the Township with the grassy area to be maintained.

**Second by** Supervisor Dave Buckwash.

**Discussion:** There was no discussion.

**The motion carried**

### **13.3 Planning Commission –**

A. No report—September meeting was cancelled.

### **14. New Business**

**A motion was made by** Chairman Mark Wenrich that we need part-time help in the office due to Covid to help the Secretary and Treasurer in the office get caught up.

**Second by** Supervisor Dave Buckwash.

**Discussion:** Chairman Wenrich indicated that we need help for the office. Discussion ensued whether we need an Office Manager or actual help and how many hours are needed.

**The motion carried.**

**A motion was made by** Chairman Mark Wenrich to have Solicitor Shaffer help Pam and Traci to help draft an advertisement to hire a part-time employee at 20 hours or less, with hours to vary and to be advertised in The Dillsburg Banner and The Sentinel.

**Second by** Supervisor Dave Buckwash.

**Discussion:** Discussion ensued regarding when the ad should run in the newspapers and be posted on the website. Supervisor Dave Christensen voted in opposition.

**The motion carried.**

**14.1** Anonymous letter regarding 253 Cabin Hollow Road- no action can be taken because there is no signature.

**14.2** 119 Tuckahoe Road - Two unregistered vehicles- waiting for a response from ZO Jeff Gardner

**14.3** Set Date and Time for Trick or Treat

**A motion was made by** Chairman Mark Wenrich that designates October 28, 2021, from 6:00 to 8:00 p.m. as Trick or Treat.

**Second by** Supervisor Dave Buckwash.

**Discussion:** Supervisor Naomi Decker abstained.

**The motion carried**

### **14.4 Planning Commission Vacancy**

**A motion was made by** Chairman Mark Wenrich to appoint Kevin Cummings to the Planning Commission vacancy.

**Second by** Supervisor Dave Christensen.

**Discussion:** Supervisor Naomi Decker indicated she would like to have an interview with Mr. Cummings before the appointment is made. The interview was scheduled for Wednesday, October 27, 2021 at 5:45 p.m.

**The motion carried**

**14.5** Zoning Hearing Board Re-appointment of Tara Cornwall will be handled at the Board of Supervisors Reorganization Meeting on January 3, 2021.

**14.6** Franklinton Borough Letter Request for grant.

**A motion was made by** Supervisor Naomi Decker to write a letter of support for Franklinton Borough for the purchase of additional property for additional walking paths or whatever they chose to use it for.

**Second by** Supervisor Dave Christensen.

**Discussion:** There was no discussion.

**The motion carried**

**15. Old Business**

**15.1** Pest Control already addressed under 9.2 Treasurer's Memorandum

**15.2** Carpet Replacement Information-no new information available

**15.3** Records Retention Policy/Resolution for Disposal of Records-Solicitor Shaffer has no new information

**15.4** PSATS October Business Meeting Ballots/Voting – voting choices tables until the end of the meeting.

**15.5** LowV Security System Update – Doors need adjusted and training needs set up for the BOS.

**16. Correspondence-** reviewed with no discussion.

**16.1** York County Agency on Aging/Falls

**16.2** York County 911/Certifications from PEMA

**16.3** Bridge Replacement Route 392

**16.4** Route 116 (York Road) Project

**16.5** Public Comment and Long-Range Transportation and Freight Movement Plan

**16.6** Assistance for Medicare Open Enrollment – to be placed on our website

**16.7** YCPC-Transportation Coalition Meeting

**16.8** Ramp Closure/I-83 Resurfacing

**16.9** York County Planning 20-21 Action Plan/CDBG, HOME and ESG Program

**16.10** Flashing Warning Device Permit for informational purposes only.

**17. Public Comment (Resident Concerns)**

Kevin Cummings, 109 Chainsaw Road, Dillsburg, PA, is concerned regarding only having one trash contract. He would like to know if the BOS is going to consider going back to a free market or continue with a single hauler.

Mr. Garland, Lexington Subdivision, inquired if he could have a copy of the SALDO sheet Mr. Sprigg handed out earlier. Supervisor Decker gave her copy to Mr. Garland.

Mr. Garland indicated that when he was addressing comments and making changes to address those comments there was an Executive Session called and there wasn't a determination that there was a substantial change. Discussion ensued when that meeting was and Mr. Garland indicated he wanted to the BOS to be aware of it.

**18. Executive Session – No session needed**

The ballot was reviewed for the PSAT Business Meeting, and the BOS decided on 76 Resolutions.

**A motion was made by** Supervisor Mark Wenrich to authorize Secretary Traci Kauffman to act as proxy for the Board in voting on the PSATS 2021 Proposed Resolutions as determined by the Board of Supervisors

**Second by** Supervisor Dave Christensen.

**Discussion:** There was no discussion.  
**The motion carried**

**19. Adjournment**

**A motion was made by** Supervisor David Buckwash to adjourn the meeting at 10:56PM

**Second by** Supervisor David Christensen

**Discussion:** There was no discussion.

**The motion carried**

Respectfully submitted,

*Traci Kauffman*

Traci Kauffman  
Secretary  
Franklin Township