

FINAL

**FRANKLIN TOWNSHIP
BOARD OF SUPERVISORS (BOS)
BUDGET MEETING MINUTES
October 15, 2025, 6:00 PM**

Call to Order

Roll Call: (x) Wenrich (x) Buckwash (x) Anthony (x) Keefer () Cummings
(x) Williams

Chairman Mark Wenrich called the meeting to order at 6:00 PM

Chairman Mark Wenrich made a motion to approve the 8/27/25 BOS Budget Minutes

Second by Supervisor Anthony

Discussion: There was no discussion held.

The Motion Passed

Vice-Chairman David Buckwash abstained since he was not at the meeting.

Treasurer Pam Williams stated no information had been received on Health Insurance to date so discussion would have to be tabled. She will place it on the Treasurer's Memo for the November 12, 2025, BOS meeting.

Pam stated in answer to Mark's question concerning the Paver, it has been received.

Discussion was held on the recent paving on Willow Glen Road. Supervisor Keefer was contacted by two people and then contacted Washington Township about a Stop Sign being placed on the road. Washington Twp. said it was being placed on their agenda and then a traffic study would need to be completed. Further discussion was held on this issue.

Also, in answer to Mark's questions, Pam reported that the 1B stone swept up from the roads was used and Roadmaster Andy Gibb said it was already used on the dirt road. Ponderosa Park bathrooms are not ADA accessible. There is no capital projects planned for the parks in 2026. Discussion ensued.

The Fire Tax issue was discussed as well as the NYCFR Firefighter's Relief Audit. Pam reminded the BOS that we planned to discuss the fire tax again after NYCFR's meetings with Carroll Twp. The NYCFR budget number (based on population and calls) was \$341,580. Mark Snyder said he was able to talk to the Secretary at Carroll Township, and he was told they're able to come up with all but approximately \$15,000. As previously discussed, part of the problem is Carroll and Franklin townships are using the .59 rate applied to assessments, Dillsburg Borough is not, and NYCFR is basing it on population and calls. Washington Township donates a dollar amount.

PARKS AND RECREATION

Chairman Mark Wenrich made a motion to approve the 2026 Park & Recreation Budget.

Second by Supervisor Anthony

Discussion: There was no discussion held.

The Motion Passed

Vice-Chairman David Buckwash abstained since he was not at the meeting.

STATE HIGHWAY BUDGET

Chairman Mark Wenrich made a motion to approve the 2026 State Highway Budget.

Second by Vice-Chairman David Buckwash

Discussion: There was no discussion held.

The Motion Passed

It was agreed that if the final LF State Aid was higher than the estimate provided, \$5,360.12 would be added to the account line for Salt. If it is more than \$5,360.12, the additional funding would be added to Roads/Project.

GENERAL FUND BUDGET

The income was completed in previous meetings. Pam confirmed the Real Estate Tax numbers with Supervisor Anthony who calculated the amounts during the previous meetings.

400.05-Supervisor Meeting Pay & 400.11-Supervisor Salary (working Supervisor)-pay rates were discussed. 400.11-Supervisor Salary was increased to \$3,500 for 2026 from \$3,000 in 2025.

400.13-Dues & Subscriptions-increased to \$1,900 for 2026 from \$1,700 in 2025.

402.11-Auditor Fees- increased to \$9,900 for 2026 from \$9,400 in 2025.

405.15-Treasurer Salary-decreased to \$25,000 for 2026 from \$33,000 in 2025.

405.25-Office Machine Maint./Repair-increased to \$300 for 2026 from zero in 2025.

405.31-Computer & Software Related Exp.-increased to \$6,000 for 2026 from \$5,000 in 2025.

405.33-Mileage-increased to \$1,500 for 2026 from \$1,200 in 2025.

405.34-Advertising & Printing-decreased to \$4,000 for 2026 from \$5,000 in 2025.

405.48-Internet Fees/Web-was discussed. The question was asked if LowV fees were in there and if cameras were placed in the park, would those fees be included in this line item. It was decided to focus on the building expansion and renovation before putting cameras in the park.

408.12-Sewer Enforcement Officer-this line item was discussed in detail. Pam explained how the previous SEO's process worked for the collection of the sewer/septic monies. The funds were collected up front as well as the \$25.00 township administrative fee. His charges (same as he billed us) were then deducted from the amount collected prior to starting the system or repair. It was decided that the administrative fee should be increased to \$50.00 for whatever the SEO does such as Sewer Applications for new systems as well as repairs and should be included in the 2026 Fee Schedule. We are currently not receiving any monies for the township administrative fees. The previous SEO directed the residents to complete their applications at the township office, and the administrative fee was collected then. This was the starting point for all septic/sewer projects. The current SEO invoices the township. Questions were asked as to how he bills and how he collects the township fees. Pam reviewed the last invoice with the BOS, and it was determined he bills us for all of his administrative expenses on his invoice. The BOS stated his administrative costs should be billed to the residents. Pam stated that Marie is more involved in this and would possibly know more about how he charges the residents and the township. Pam wasn't sure if we were even seeing the applications; they should be in the property file. The BOS asked that he attend the next budget meeting on 11/3/25 to review his process with the BOS. Dave Buckwash asked for copies of the SEO's invoices so he could review them.

408.20-Zoning/Engineering-increased to \$1,500 for 2026 from \$500 in 2025.

409.20-Supplies/Building-increased to \$1,000 for 2026 from \$750 in 2025.

Supervisor Keefer asked what the difference was between 409.25-Repair & Maintenance and 409.37-Building Repairs & Maintenance. Pam stated she would have to research what expenses are placed in each one.

410.10-Police Contract Service-increase to \$419,395.34 in 2026 from \$403,442.20 in 2025.

411.30-Fire Hydrant Rental-increased to \$2,000 in 2026 from \$1,520 in 2025.

411.35-Workman's Compensation Insurance-decreased to \$16,723 in 2026 from \$24,722.86 in 2025.

411.54-Fire Co. Contracted Services-increased to \$170,873 for 2026 (based on latest assessment) from \$162,250 in 2025.

411.55-Fireman's Relief Fund-increased to \$35,000 for 2026 from \$31,500 in 2025.
413.32-BCO Salary/Outsource-decreased to zero for 2026 from \$70.94 in 2025.

The paving for 2026 will be discussed after the General Fund Budget is completed.

The next budget meeting will be held on November 3, 2025, at 6:00 PM

Chairman Mark Wenrich made a motion to approve the purchase the truck and upfit and the mower based on the quote presented by Roadmaster Andy Gibb not to exceed \$160,000.

Second by Supervisor Thomas Keefer

Discussion: There was no discussion held.

The Motion Passed

RAC-P

This grant was discussed. Vice-Chairman Dave Buckwash said that he, Supervisor Keefer, and Senator Keefer discussed having a lobbying firm advocate for our township for a grant. They agreed it was not recommended to use a lobbying firm to try to obtain the grant. They gave an example of municipalities that were told they received a grant, but they never got the money. The municipalities also had to pay the upfront costs and the charges from the lobbying firm.

Discussion was held on the design of the building renovation as well as the addition. Supervisor Cummings had a contractor develop some rough drawings. It was suggested to move the restroom from the conference room to the vestibule. Discussion was also held on raising the ceiling.

The BOS also agreed that the township should have a Clerk of the Works. Supervisor Keefer said he would research this and report back to the township. The township could be their own general contractor. Supervisor Buckwash reported on an email he sent to Engineer Brath.

Vice-Chairman made a motion to adjourn the meeting.

Second by Supervisor Duane Anthony

Discussion: There was no discussion held.

The Motion Passed

Pamela Williams

Pamela Williams-Treasurer/Asst. Secretary