

**FRANKLIN TOWNSHIP
BOARD OF SUPERVISORS
RE-ORGANIZATION MEETING
January 2, 2007**

CALL TO ORDER

Chairman Lambert called the meeting to order at 6:58 p.m. The meeting was held at the Franklin Township Municipal Building, 150 Century Lane, Dillsburg, York County, Pennsylvania.

ROLL CALL

Present were Supervisors Larry Lambert, Donald Lerew, Naomi Decker, Gary Brown and John Shambaugh. Also present was Secretary Nancy Zentmeyer. Visitors are listed on the attached sign-in sheet.

PLEDGE OF ALLEGIANCE

Supervisor Lambert led the Pledge of Allegiance.

APPOINTMENT OF TEMPORARY CHAIRMAN

Motion: Supervisor Brown made a motion to appoint John Shambaugh as Temporary Chairman. **Seconded** by Supervisor Lambert. The motion carried unanimously.

APPOINTMENT OF CHAIRMAN

Chairman Shambaugh asked for nominates for the position of Chairman.

Motion: Supervisor Brown made a motion to nominate Larry Lambert as Chairman. **Seconded** by Supervisor Lerew. The motion carried unanimously.

APPOINTMENT OF VICE CHAIRMAN

Motion: Supervisor Decker made a motion to nominate Donald Lerew as Vice Chairman. **Seconded** by Supervisor Brown. The motion carried unanimously.

APPOINTMENT OF SOLICITOR

Motion: Chairman Lambert made a motion to nominate Stacey MacNeal from Blakey, Yost, Bupp & Rausch, LLP as Township Solicitor for 2007 with compensation at a rate of \$110.00 per hour. **Seconded** by Vice Chairman Lerew. The motion carried unanimously.

APPOINTMENT OF ENGINEER

Motion: Chairman Lambert made a motion to nominate KPI Technology with Timothy Knoebel as the Township Engineer for 2007. **Seconded** by Supervisor Brown. Supervisor Decker stated that she has a problem with the completeness reviews and the waived modules that were more in the interest of the developers than the interest of the Township. The modules that were waived for Sturbridge and Lexington Fields are a concern of Supervisor Decker. The motion carried with Supervisor Decker opposing.

APPOINTMENT OF SEWAGE ENFORCEMENT OFFICER

Motion: Chairman Lambert made a motion to nominate KPI Technology with Gil Picarelli as the SEO for 2007. **Seconded** by Vice Chairman Lerew. The motion carried with Supervisor Decker opposing.

APPOINTMENT OF SECRETARY

Motion: Chairman Lambert made a motion to appoint Nancy Zentmeyer as Township Secretary for 2007 with an increase in salary of 3% from \$31,820.00 to \$32,775.00 and the addition of \$725.00 for work on the Planning Commission. **Seconded** by Supervisor Shambaugh. The motion carried unanimously.

APPOINTMENT OF TREASURER

Motion: Chairman Lambert made a motion to appoint Phyllis Emlet as the Township Treasurer for 2007 with an increase in salary of 3% from \$16.50 per hour to \$17.00 per hour. **Seconded** by Vice Chairman Lerew. Supervisor Decker indicated that she would like to discuss retirement for Mrs. Emlet. It was noted that this will be discussed later tonight. The motion carried unanimously.

APPOINTMENT OF ROADMASTER

Motion: Chairman Lambert made a motion to appoint Gary Ocker as the Township Roadmaster for 2007 with no increase in salary. **Seconded** by Vice Chairman Lerew. Supervisor Decker questioned why the 3% increase is not given. Chairman Lambert indicated that Mr. Ocker had \$1,163.00 in overtime pay in 2006. The motion carried with Supervisor Decker stating that she is in favor the Roadmaster receiving the 3% increase.

APPOINTMENT OF EMERGENCY MANAGEMENT COORDINATOR

Motion: Chairman Lambert made a motion to retain Laurin Fleming as the Township's Emergency Management Coordinator for 2007. **Seconded** by Supervisor Shambaugh. The motion carried unanimously.

APPOINTMENT OF ASSISTANT EMERGENCY MANAGEMENT COORDINATOR

Motion: Chairman Lambert made a motion to retain Larry Harbold as the Township's Assistant Emergency Management Coordinator. **Seconded** by Vice Chairman Lerew. The motion carried unanimously.

APPOINTMENT OF ZONING OFFICER

Chairman Lambert noted that the Building Permit Officer, who has been appointed Zoning Officer, earned \$5,934.00 in 2006 which is \$16.30 per hour. Chairman Lambert recommended that the Zoning Officer start at \$17.00 per hour and then after the 6 month probationary period have it be increased to \$19.00 per hour, as there was a survey done with surrounding municipalities.

Motion: Supervisor Shambaugh made a motion to appoint Brian Fahey as the Township's Zoning Officer for 2007 with a starting salary of \$16.00 per hour with a six month probationary period. **Seconded** by Vice Chairman Lerew. Supervisor Decker indicated that she will not vote for this because of the way the zoning was done, but she does approve of the rate. The motion carried with Supervisor Decker opposing.

APPOINTMENT OF VACANCY BOARD CHAIRMAN

Motion: Chairman Lambert made a motion to nominate Patrick Hephner as the Vacancy Board Chairman for 2007. **Seconded** by Supervisor Brown. The motion carried unanimously.

APPOINTMENT OF NORTHERN YORK COUNTY REGIONAL POLICE DEPARTMENT COMMISSIONER AND ALTERATE

Motion: Vice Chairman Lerew made a motion to nominate Chairman Lambert as the Northern York County Regional Police Department Commissioner for 2007. **Seconded** by Supervisor Decker. The motion carried unanimously.

Motion: Chairman Lambert made a motion to nominate Vice Chairman Lerew as the Northern York County Regional Police Department Alternate for 2007. **Seconded** by Supervisor Shambaugh. The motion carried unanimously.

APPOINTMENT OF DELINQUENT TAX COLLECTOR

Motion: Chairman Lambert made a motion to appoint J.P. Harris Associates, Inc. as the Delinquent Tax Collector for 2007. **Seconded** by Supervisor Shambaugh. The motion carried unanimously.

APPOINTMENT OF TOWNSHIP DELEGATES TO STATE ASSOCIATION COVENTION

Motion: Chairman Lambert made a motion to retain all Supervisors and Township Secretary as delegates to the State Association Convention. **Seconded** by Supervisor Shambaugh. The motion carried unanimously.

APPOINTMENT OF TOWNSHIP VOTING DELEGATE TO STATE ASSOCIATION CONVENTION

Motion: Chairman Lambert made a motion to appoint the Township Secretary as the voting delegate to the State Association Convention. **Seconded** by Supervisor Brown. The motion carried unanimously.

APPOINTMENT TO PARK & RECREATION BOARD

There was discussion on whether or not John Flanagan could serve on both the Park & Recreation Board and the Zoning Hearing Board. This will be checked into.

Motion: Supervisor Brown made a motion to appoint Mr. Ronald Gingrich and Supervisor Donald Lerew to 5-year terms on the Park & Recreation Board. **Seconded** by Chairman Lambert. The motion carried unanimously.

WAGES

Full Time Road Crew

Motion: Chairman Lambert made a motion of no increase to Mr. Ronald May's salary and a 50¢ increase in Mr. Robert King's salary. **Seconded** by Supervisor Shambaugh. Supervisor Decker indicated that Mr. King was not given an increase after his probationary period and suggested that his salary be increased to \$16.00 per hour. It was noted that the Township pays each Employee \$2,000.00 a year towards their retirement. After discussion it was noted that Mr. King will be given an increase of 50¢ per hour which will bring his salary to \$15.75 per hour and Mr. May will receive no increase in salary. The motion carried unanimously.

Temporary Employees

Motion: Chairman Lambert made a motion to retain the salary for Temporary Employees the same at \$13.50 per hour. **Seconded** by Vice Chairman Lerew. The motion carried unanimously.

Recommendation to Board of Auditors, Hourly Wages & Benefits for Working Supervisors

Motion: Chairman Lambert made a motion to retain the salary at \$17.50 per hour. **Seconded** by Vice Chairman Lerew. The motion carried unanimously.

EMPLOYEE BENEFITS

Motion: Chairman Lambert made a motion to retain all benefits currently in effect. **Seconded** by Supervisor Shambaugh. After discussion Chairman Lambert withdrew his motion.

SET DATES FOR SUPERVISORS MEETINGS FOR 2007

Motion: Chairman Lambert made a motion to keep the Supervisors' meeting on the third Thursday of each month beginning at 7:00 p.m. **Seconded** by Vice Chairman Lerew. The motion carried unanimously.

ESTABLISH MILEAGE REIMBURSEMENT RATE

Motion: Chairman Lambert made a motion to increase the mileage reimbursement rate as set by the IRS to 48.5¢ for 2007. **Seconded** by Vice Chairman Lerew. The motion carried unanimously.

DESIGNATE TOWNSHIP BANKS & DEPOSITORIES

Motion: Chairman Lambert made a motion to retain M&T Bank as the Township bank and depository. **Seconded** by Supervisor Brown. The motion carried unanimously.

SUPERVISOR LIAISONS

Road Department

Motion: Chairman Lambert made a motion to retain Supervisor Shambaugh as the Road Department Liaison. **Seconded** by Vice Chairman Lerew. The motion carried unanimously.

Administrative Department

Motion: Chairman Lambert made a motion to retain Supervisor Brown as the Administrative Department Liaison. **Seconded** by Supervisor Shambaugh. Supervisor Decker stated that she feels a Liaison is not needed for this department and that these employees should feel that they can talk to all of the Supervisors. The motion carried with Supervisor Decker opposing.

CONVENTIONS, SEMINARS & MEETINGS HELD OUTSIDE THE TOWNSHIP OFFICE

County Convention

Motion: Chairman Lambert made a motion that all Supervisors and Elected Officials to attend the County Convention and Employees on a case by case basis. **Seconded** by Vice Chairman Lerew. Supervisor Decker asked if the fee for attendance could also be taken care of at this time. The State has set the fee at \$50.00 for attending Supervisors.

Motion: Chairman Lambert amended the motion to include the established State fee for attending Supervisors. **Seconded** by Vice Chairman Lerew. The motion carried unanimously.

State Convention

Motion: Chairman Lambert made a motion that all Supervisors and that it be optional for the Township Secretary and Roadmaster to attend the State Convention and other Employees on a case by case basis with fees to be paid. **Seconded** by Supervisor Brown. The motion carried unanimously.

Seminars

Motion: Chairman Lambert made a motion that all Supervisors attend seminars and also that Employees with prior approval be able to attend seminars. **Seconded** by Vice Chairman Lerew. The motion carried unanimously.

Meetings Held Outside Township Office

Motion: Chairman Lambert made a motion that all Supervisors attend meetings held outside the Township office and also Employees with prior approval be able to attend meetings. **Seconded** by Supervisor Shambaugh. The motion carried unanimously.

Motion: Chairman Lambert amended the motion to include all Employees being paid their salaries and mileage reimbursement subject to prior approval of the Board of Supervisors and that the Supervisors to be reimbursed mileage and expenses. **Seconded** by Supervisor Shambaugh. The motion carried unanimously.

SET TREASURER'S BOND

Motion: Chairman Lambert made a motion to set the Treasurer's Bond at \$700,000.00. **Seconded** by Supervisor Shambaugh. The motion carried unanimously.

POLICY FOR PAYMENT OF BILLS

Motion: Chairman Lambert made a motion that the current policy of paying the bills continue with no late fees being charged. **Seconded** by Vice Chairman Lerew. The motion carried unanimously.

EMPLOYEE BENEFITS

Chairman Lambert discussed the salaries of the employees and noted that an additional \$2,000.00 is given to each full-time employee to be put towards retirement. It was noted that there are some concerns with this way of handling retirement. Chairman Lambert stated that he had a meeting with the Road Crew this afternoon and there was interest in the Township having a 401K for the employees. A municipal retirement plan was discussed and it was noted that PSATS should have some information on this type of retirement plan. Chairman Lambert stated that he would like to check into this and that there would be a maximum amount contributed to each employee. Supervisor Shambaugh indicated that this should be investigated through PSATS and also it should go through the Solicitor. Chairman Lambert noted that he check this out and report back to the Board of Supervisors.

APPROVAL & PAYMENT OF BILLS

Chairman Lambert noted that he has a problem with paying Franklinton Fire Co. the \$11,000.00 contribution since the Fire Co. has not yet submitted an audit as requested. Supervisor Decker noted that she has a problem with not paying them this contribution. Vice Chairman Lerew noted that we do use their services and the taxpayers deserve a fair shake. Supervisor Decker suggested that organizations that the Township gives donations/contributions to should be required to provide an audit as well. Vice Chairman Lerew suggested that the Township re-approach the Fire Co. as they do provide good service to the residents of the Township. Vice Chairman Lerew stated that he would also like to see the \$11,000.00 earmarked for the Fire Co. so that when an audit or statement is received they would get the contribution.

Motion: Supervisor Brown made a motion to approve payment of all the bills except Franklinton Fire Company. **Seconded** by Supervisor Shambaugh. Supervisor Decker stated that all of the bills should be paid including Franklinton Fire Company. The motion carried.

ADJOURNMENT

Motion: Chairman Lambert made a motion to adjourn the meeting at 7:52 p.m. **Seconded** by Supervisor Brown. The motion carried.

Respectfully submitted,

Nancy E. Zentmeyer
Township Secretary

