

**FRANKLIN TOWNSHIP
BOARD OF SUPERVISORS
WORKSHOP MEETING
August 7, 2007**

CALL TO ORDER

Chairman Lambert called the meeting to order at 11:03 a.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, John Shambaugh, Naomi Decker, and Gary Brown. Also present was Township Secretary Nancy Zentmeyer. Visitors and guests are listed on the attached sign-in sheet.

BUILDING EXPANSION

Chairman Lambert addressed the first issue of expanding the township building. Supervisor Shambaugh noted that it would be better to tear down the existing building and build a new one. Vice Chairman Lerew suggested that the Township get figures for both a new building and an expansion. Chairman Lambert noted that he has tried to contact Terry Dougherty. One option is to expand the building in the front and side 10' to 20' without hitting the septic system. Chairman Lambert noted that he would like to spend between \$500,000.00 and \$600,000.00. It was noted that the restrooms also need to be updated along with more storage area and a larger meeting room.

Supervisor Decker suggested that with a larger meeting room needed that they convert the first bay of the garage into the meeting room, keep the same footprint and then build a new bay on the other side of the garage towards the recycling building. The stockpile could be relocated. Chairman Lambert suggested that the heating and air conditioning equipment, which is currently above the Roadmaster's office, be updated or have a new unit installed and relocated. It was noted that the Township would need to hire an architect. Supervisor Shambaugh suggested contacting eci or Lobar as they usually have an architect on staff. Those two firms are considered design build firms which could cost the Township less than obtaining their own architect and a separate building contractor. There was discussion on doing a bond to help pay for the project. Chairman Lambert questioned whether or not the Township could get a grant to do this. Other options were to apply for a community facilities grant through DCED, get some type of bond counsel for a municipal bond, go to a credit union or to go to M&T Bank which is the Township's banking institution for a loan. Chairman Lambert suggested going ahead with the expansion. It was suggested to put out an RFI to some of the local companies. Supervisor Decker also noted that the garage could be extended and keep the heating/ac unit where it is. It was also questioned what is the life of a metal building. Supervisor Brown stated that these firms may try to convince the Township to build a new building.

At this time the Supervisors took an inspection tour of the garage.

Supervisor Shambaugh handed out a sketch plan that was previously done. There was discussion on also including a kitchette and the possibility of renting out the meeting room. It was suggested to

contact the following design build firms: Lobar, Inc.; Lobar Associates; eciGroup; Kinsley Construction; Goldbraith Pre-Design; and McCoy Brothers, Inc. Chairman Lambert stated that an RFI be prepared and sent to those firms. Supervisor Decker also suggested sending one to TAM since they have done work previously on the Township building. Supervisor Brown asked if there is a need to advertise and Supervisor Shambaugh indicated there is no need. There was discussion on having a “pre-proposal conference” for the RFI and to indicate the scope of work.

Motion: Chairman Lambert made a motion to send out RFI’s and schedule a pre-proposal conference on September 10, 2007 beginning at 10:00 a.m. **Seconded** by Supervisor Brown. The motion carried unanimously.

TOWNSHIP MANAGER

Chairman Lambert asked each Supervisor of their opinion on whether or not a Township Manager is needed. Vice Chairman Lerew stated they should wait until the Township Building is done. Chairman Lambert suggested making an office at the back of the meeting room with a temporary wall. Supervisor Decker asked why does the Township need one and does not see a need for one or the expense. Chairman Lambert stated that a manager would help with applying for grants and to follow-up on activities. A manager could also look into improving playgrounds and bridges. Supervisor Decker stated that managers are not cheap. It was suggested that a manager could be hire part-time. There was discussion on how many of the local municipalities have managers. Chairman Lambert noted that when DAA opens up the sewer the Township will grow. Supervisor Decker stated that the work is not here at this time. Supervisor Shambaugh stated that either the Township hire a manager or get another person to help the secretary with programs and grants. Supervisor Brown agreed. There was discussion on monies out there for recycling and other programs that a manager could help with. Supervisor Brown noted that a manager could get trash hauling prices and move on things. There would be other meeting attendance that the Supervisors do not currently attend . Vice Chairman Lerew noted that there are some good points but there should be enough work to keep them busy and it could be easier for the Township to do business. Supervisor Decker stated that it is the Supervisors that make the decisions and not a township manager. There was discussion on delegation and authorization for a township manger. Vice Chairman Lerew indicated that he is not in favor of making a decision now but the Supervisor should move on the building expansion first. Supervisor Brown suggested to hire a manager on a part-time basis. Mr. Stevens stated look at who runs the Township now and that they should test the waters. One suggestion was to hire a “Kelly Girl” to help with filling out forms for grants. Chairman Lambert noted that a decision is not needed today but that it is something the Supervisors should continue to consider.

Chairman Lambert recessed the meeting at 12:10 p.m. for lunch.

Chairman Lambert reconvened the meeting at 12:15 p.m.

2008 BOARD OF SUPERVISORS MEETINGS

There was discussion on changing the meeting date of the Supervisors meeting for 2008 since the Township Solicitor has changed law firms and is not available for the 3rd Thursday. There was also discussion on the Planning Commission time and submission of plans and it was noted that the Planning Commission would have to adjust. Supervisor Shambaugh noted that he cannot make any of the dates Solicitor MacNeal indicated except maybe the first Tuesday. It was asked if there are any

other suggestions for another night. Supervisor Brown questioned the 4th week of the month. Supervisor Shambaugh noted that he would call Solicitor MacNeal to try and coordinate another date.

TREASURER AND ROADMASTER TO ATTEND MEETINGS

There was discussion on the Treasurer and Roadmaster attending the Board of Supervisors meetings so that if the Supervisors have any questions they would be there to answer. It was noted that Mr. Ocker, Roadmaster does not want to give up his bowling night which falls on Thursday. It was suggested that he could send a representative. The Roadmaster or his representative would receive comp time for their attendance and the Treasurer would be paid for her time. There was discussion on when this is to start and Supervisor Brown suggested September and Vice Chairman Lerew noted January for sure. Supervisor Shambaugh suggested that Mrs. Emlet, Treasurer to start attending the meetings in September 2007 and Mr. Ocker to start attending the meetings in January 2008.

OTHER BUSINESS

1. Resolution for NIMS

The Township received correspondence from the York County Department of Emergency Services which includes a form that needs to be completed and returned. On this form it indicates that a copy of the Resolution for NIMS be submitted along with the form. The Township did approve the plan in July 2006 but no Resolution was adopted. The Township Solicitor is to be notified to draw up a Resolution to be adopted at the Supervisors August 16th meeting.

2. Engineering Services for Ponderosa Park – Topographic Survey

Supervisor Decker noted that KPI has submitted a cost for engineering services for Ponderosa Park. This is for the topographic survey that needs to be done. Supervisor Decker noted that this was not part of KPI's original budget but they were asked to submit this. KPI will be applying for permits and the survey will be used for preparing the detailed grading and erosion control associated with the development of the park. It was noted that Decker Surveying was going to do the topo but this will now be in KPI's data base. It was noted that this is the only estimate the Township has received. Vice Chairman Lerew noted that this is more than reasonable. Supervisor Decker noted that if there were targets then the property could have been flown including the wooded areas. This should be done in the winter when the leaves are off the trees but after discussion the wooded areas would not need to be included. This will help with moving on the ball fields.

Motion: Chairman Lambert made a motion to accept KPI's engineering services budgetary estimate for Ponderosa Park topographic survey at a cost of \$3,400.00. **Seconded** by Vice Chairman Lerew. The motion carried unanimously.

3. Burn Ban

Vice Chairman Lerew noted that even though moisture has increased the Township should look at putting a burn ban into effect. It could then be taken off at a Supervisors meeting.

Motion: Supervisor Shambaugh made a motion to put a burn ban on now. **Seconded** by Vice Chairman Lerew. The motion carried unanimously.

4. Public Meeting for Planning Agencies on NYCRCP – August 20, 2007

Supervisor Brown reminded the Supervisors of the public meeting on August 20, 2007 of the Planning Agencies on the update of the NYCRCP which will be held at the Carroll Township Municipal Building beginning at 7:00 p.m. It is noted at the October 29th meeting is to hear the changes that will be recommended regarding the Comp Plan Implementation Agreement. Supervisor Decker stated that the Ad-Hoc Committee was to line up the SALDO with the Zoning Ordinance and now we are talking about this agreement. The MPC has a recommendation to have an agreement. There are major things about this agreement and Supervisor Decker stated that she does not believe in having one. Randy Beck from the County has noted that the Townships are not required to have one but thinks it is a good idea with the shared uses. It was noted that there are pros and cons of the official map and the agreement includes the official map and adopting everything. The Township did adopt the plan but they don't need anything additional as it's an open door. Supervisor Decker stated that she had attended the class for the official map and this past week listen to the tape of that class and that everything in the comp plan has to be put on the official map. Chairman Lambert noted that the official map is simply for the designation of future intersections on Route 15 and the other things were not discussed. Supervisor Shambaugh stated his understanding of the official map is for certain things like transportation / recreation. Vice Chairman Lerew stated that he has no problem with Route 15 but with other things he would have a problem. If there were any other things added such as trails it would be another meeting. It was noted that there is no limit for Route 15 but for anything recreational there is a limit of 1-year. Supervisor Decker stated that it's not going to change Route 15 for the next 20 years but to keep the intersection clear of development but it would take another ordinance to add anything additional. Another issue discussed was with every subdivision submitted it has to be looked at by other municipalities with the Implementation Agreement since it could affect the other municipalities. There was discussion on the agreement and it has not been discussed at the Ad-Hoc Committee meetings. It was changed a little at Carroll Township. Supervisor Brown indicated that solicitors and engineers from each municipality should review this agreement. This agreement as stated by Supervisor Brown is to implement a relationship with the other municipalities but Supervisor Decker noted that there could be legal issues with this agreement. Supervisor Decker questioned the agreement in regards with recreation and what is it. It was noted that it is for the municipalities to work together a way of dealing with any issues. It was noted that these are issues that will be discussed at the August 20th meeting.

Supervisor Decker read from the agreement paragraph 10 as follows: "Within two years after adoption of the Plan, each Municipality agrees to implement the Plan by adopting, amending, or otherwise conforming its relevant ordinances as necessary so that they are generally consistent with the Plan, in accordance with Section 1104(b)(30) of the MPC. These relevant ordinances and plans include the zoning ordinance, the subdivision and land development ordinances, a roadway official map and other development regulations authorized by the MPC". It was suggested that the wording be changed. Supervisor Decker also noted that in the Comp Plan there is a Commission that indicates a minimum of 5% of the municipal's budget goes to joint recreation for maintenance, up keep and to pay for a director.

5. Route 15 Safety

Mr. Ron Stevens noted that there is a need for safety on Route 15 and several years ago the stretch of Route 15 through this area was rated the second worst speed trap in America. If you are driving in the left lane and need to turn left you cannot do it. Mr. Stevens noted that he does not see any police

patrolling this area and the increase of speeders is on the weekends. There are signs indicating no trucks in the left lane through Dillsburg and it was suggested that Carroll Township extend the signs farther south to the top of the hill. Chairman Lambert noted that Route 15 is a state highway and the Township has had Northern York Regional Police the same number of hours for the last 7 or 8 years but maybe it is time to increase the police presence. There was discussion on using Vascar on Route 15 to control speeders. At the present time the Township has the police for 75 hours per week but it may need to be adjusted with fewer hours during the week and more on the weekends during the summer months. Vice Chairman Lerew asked if the Township can ask the State Police to assist with asking for more help on Route 15. Mr. Stevens noted that the major problem is the left lane is passing only and not for driving. Chairman Lambert stated that he would contact Rep. Scott Perry to sponsor a bill for local and regional police departments to be able to use radar. Chairman Lambert will also call the State Police to see if they can give us some help.

6. Grant for Recycling Building

Supervisor Shambaugh questioned whether or not the Township gave authorization to insulate the recycling building. It was noted that the only authorization given was to purchase the curtain that is currently installed at the recycling building. It was suggested that the Township get estimates on the cost of insulating the recycling building. It was noted that there are grants available through the State. There are various municipalities in the area that have applied for grants to purchase equipment or to receive monies back. Currently the recycling center benefits the Adams County Mission. It was suggested to contact them to get a tonnage amount of what is collected from Franklin Township.

ADJOURNMENT

The meeting was adjourned at 1:28 p.m.

Respectfully submitted,

Nancy Zentmeyer
Township Secretary