

**FRANKLIN TOWNSHIP
BOARD OF SUPERVISORS
RE-ORGANIZATION MEETING
January 7, 2008**

CALL TO ORDER

Supervisor Brown called the meeting to order at 7:00 p.m. The meeting was held at the Franklin Township Municipal Building, 150 Century Lane, Dillsburg, York County, Pennsylvania.

ROLL CALL

Present were Supervisors 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 Brown led the Pledge of Allegiance.

APPOINTMENT OF TEMPORARY CHAIRMAN

Motion: Supervisor Shambaugh made a motion to nominate Gary Brown as Temporary Chairman. **Seconded** by Supervisor Brown. The motion carried unanimously.

RECESS OF MEETING

Motion: Supervisor Shambaugh made a motion to recess the Re-organization Meeting until January 8, 2008 beginning at 9:00 a.m. **Seconded** by Supervisor Decker. The motion carried unanimously.

Supervisor Brown noted that the Ad-Hoc Committee meeting for tomorrow evening is cancelled.

Supervisor Decker apologized for the time change of this meeting but there was an oversight with the time change and it being printed in the Dillsburg Banner.

CONTINUATION OF RE-ORGANIZATION MEETING – JANUARY 8, 2008

CALL TO ORDER

The meeting was called to order at 9:02 p.m. The meeting was held at the Franklin Township Municipal Building, 150 Century Lane, Dillsburg, York County, Pennsylvania.

It was noted that Supervisor Brown was appointment Temporary Chairman at the meeting held January 7, 2008.

PLEDGE OF ALLEGIANCE AND OPEN PRAYER

Supervisor Lerew led the Pledge of Allegiance and opening prayer.

APPOINTMENT OF CHAIRMAN

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

APPOINTMENT OF VICE CHAIRMAN

Motion: Supervisor Campbell made a motion to nominate John Shambaugh as Vice Chairman. **Seconded** by Supervisor Brown. The motion carried unanimously.

APPOINTMENT OF SOLICITOR

Motion: Vice Chairman Shambaugh made a motion to nominate Stacey MacNeal from Katherman, Heim & Perry as Township Solicitor for 2008 with compensation at a rate of \$110.00 per hour. **Seconded** by Supervisor Brown. Supervisor Decker asked for discussion. Supervisor Decker stated that she has concerns with Ms. MacNeal regarding the Apple Blossom Estates issue with her representing us and the developer at the same time without our knowledge and other decisions that were made in which she did not have confidence. Supervisor Decker stated that she had called Susan Smith and her rates for a regular meeting is \$135.00 flat fee and her other fees were also noted. Supervisor Decker also felt that the Supervisors should keep the meetings the same as before. It was questioned if Ms. Smith represents any other Townships and it was not known at this time. The motion carried with Supervisor Decker opposing. Chairman Lerew had concerns with changing solicitors and Supervisor Campbell noted that the Township should stick with who we know but there could be discussion about this at the end of the year.

APPOINTMENT OF ENGINEER

Motion: Supervisor Brown made a motion to nominate KPI Technology as the Township Engineer for 2008 with the rates as submitted. **Seconded** by Supervisor Campbell. Supervisor Decker asked for discussion stated that she has concerns with this nomination because of their guidance with the acceptance of several large subdivision plans which has placed us in the position we are now in with these developments. Supervisor Decker also wanted to know who is taking care of Franklin Township since KPI also are engineers for Franklinton Borough, Dillsburg Borough, and Carroll Township. It was asked if the Township has a regional engineer. Supervisor Decker suggested considering William F. Hill & Associates. Supervisor Campbell stated that he has worked with both KPI and Hill Associates and he felt that KPI has given better feedback and is doing a good job. Supervisor Campbell recommended that the Township stay with KPI. The motion carried with Supervisor Decker opposing with the reason stated above.

APPOINTMENT OF SEWAGE ENFORCEMENT OFFICER

Motion: Vice Chairman Shambaugh made a motion to nominate KPI Technology with Gil Picarelli as the SEO for 2008. **Seconded** by Chairman Lerew. Supervisor Decker asked for discussion and noted that she has the same reasons as noted before. The motion carried with Supervisor Decker opposing.

APPOINTMENT OF SECRETARY

Motion: Chairman Lerew made a motion to nominate Nancy Zentmeyer as Township Secretary for 2008 with an increase in salary from \$33,527.00 to \$34,532.00. **Seconded** by Vice Chairman Shambaugh. The motion carried unanimously.

APPOINTMENT OF TREASURER

Motion: Chairman Lerew made a motion to nominate Phyllis Emlet as the Township Treasurer for 2008 with an increase in wage from \$17.00 to \$18.00 per hour. **Seconded** by Supervisor Brown. The motion carried unanimously.

APPOINTMENT OF ROADMASTER

Motion: Chairman Lerew made a motion to nominate Gary Ocker as the Township Roadmaster for 2008 with an increase in salary from \$21.25 to \$21.75. **Seconded** by Supervisor Decker. The motion carried unanimously.

APPOINTMENT OF EMERGENCY MANAGEMENT COORDINATOR

Motion: Chairman Lerew made a motion to nominate Laurin Fleming as the Township's Emergency Management Coordinator for 2008. **Seconded** by Supervisor Decker. The motion carried unanimously.

APPOINTMENT OF ASSISTANT EMERGENCY MANAGEMENT COORDINATOR

Motion: Supervisor Decker made a motion to nominate Larry Harbold as the Township's Assistant Emergency Management Coordinator. **Seconded** by Vice Chairman Shambaugh. The motion carried unanimously.

It was noted that compensation will remain the same as last year for Mr. Fleming and Mr. Harbold.

APPOINTMEN OF ZONING OFFICER

Motion: Chairman Lerew made a motion to nominate Brian Fahey as the Township's Zoning Officer at a wage of \$18.00 per hour. **Seconded** by Supervisor Brown. The motion carried unanimously.

APPOINTMENT OF VACANCY BOARD CHAIRMAN

Motion: Supervisor Decker made a motion to nominate Kenton Emlet as the Vacancy Board Chairman for 2008. **Seconded** by Chairman Lerew. Supervisor Campbell asked about this position and Supervisor Decker explained this position. Vice Chairman Shambaugh questioned whether Mr. Hephner would be willing to serve in this position again. Supervisor Decker noted that she has concerns with Mr. Hephner because Mr. Hephner has an issue with the Supervisors and does not believe that the Board of Supervisors should exist. The motion carried with Vice Chairman Shambaugh and Supervisor Brown opposing.

APPOINTMENT OF NORTHERN YORK COUNTY REGIONAL POLICE DEPARTMENT COMMISSIONER AND ALTERATE

Motion: Supervisor Campbell made a motion to nominate Chairman Lerew as the Northern York County Regional Police Department Commissioner for 2008. **Seconded** by Vice Chairman Shambaugh. The motion carried unanimously.

Motion: Supervisor Brown made a motion to nominate Supervisor Decker as the Northern York County Regional Police Department Alternate for 2008. **Seconded** by Supervisor Campbell. The motion carried unanimously.

APPOINTMENT OF DELINQUENT TAX COLLECTOR

Motion: Chairman Lerew made a motion to appoint J.P. Harris Associates, Inc. as the Delinquent Tax Collector for 2008. **Seconded** by Supervisor Decker. The motion carried unanimously.

APPOINTMENT OF TOWNSHIP DELEGATES TO STATE ASSOCIATION COVENTION

Motion: Vice Chairman Shambaugh made a motion to retain all Supervisors and Township Secretary as delegates to the State Association Convention. **Seconded** by Supervisor Brown. Supervisor Decker noted that they should add employees but they don't have to be delegates. The motion carried unanimously.

APPOINTMENT OF TOWNSHIP VOTING DELEGATE TO STATE ASSOCIATION CONVENTION

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

APPOINTMENT TO PARK & RECREATION BOARD

Supervisor Decker noted that she considering going back to a 5 member board and there was discussion to table this until later or at the present time to just work with the present 5 members. It was suggested that this should be checked out with Solicitor MacNeal.

Motion: Vice Chairman Shambaugh made a motion to appoint Janet Davis to a 5-year term on the Park & Recreation Board. **Seconded** by Supervisor Decker. The motion carried unanimously.

APPOINTMENTS TO THE PLANNING COMMISSION

Motion: Vice Chairman Shambaugh made a motion to appoint Charles Bowers and Joshua Dourte to 5-year terms on the Planning Commission and to appoint Robert Yerger to the unexpired term of Supervisor Campbell until the end of 2008. **Seconded** by Supervisor Brown. The motion carried unanimously.

APPOINTMENT TO THE ZONING HEARING BOARD

Motion: Vice Chairman Shambaugh made a motion to appoint Kenneth DeShong to a 3-year term on the Zoning Hearing Board. **Seconded** by Chairman Lerew. The motion carried unanimously.

APPOINTMENT OF TOWNSHIP AUDITOR

Motion: Vice Chairman Shambaugh made a motion to appoint Donald Lerew, Jr. to a 2-year term as Township Auditor. **Seconded** by Supervisor Campbell. The motion carried with Chairman Lerew abstaining.

WAGES

Full Time Road Crew

Motion: Chairman Lerew made a motion to increase Mr. Ronald May's wage from \$18.75 per hour to \$19.25 per hour and to increase Mr. Robert King's wage from \$15.75 per hour to \$16.50 per hour. **Seconded** by Supervisor Brown. The motion carried unanimously.

Temporary Employees

Motion: Supervisor Brown made a motion to retain the wage for Temporary Employees the same at \$13.50 per hour. **Seconded** by Supervisor Campbell. The motion carried unanimously.

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

Motion: Supervisor Brown made a motion to retain the wage at \$17.50 per hour. **Seconded** by Vice Chairman Shambaugh. The motion carried unanimously.

EMPLOYEE BENEFITS

Motion: Vice Chairman Shambaugh made a motion to retain all benefits currently in effect. **Seconded** by Supervisor Brown. Supervisor Decker asked for discussion regarding the pension plan to increase the coverage. Discussed was also retirement contribution and to have this brought up to a different level (i.e. being vested). It was noted that this will be looked at later but that no decision be made now. It was suggested to have a meeting with PSATS. Supervisor Decker stated that she would contact the representative at PSATS. The motion carried unanimously.

SET DATES FOR SUPERVISORS MEETINGS FOR 2008

Motion: Vice Chairman Shambaugh made a motion to move the Supervisors' meeting on the second Monday of each month beginning at 7:30 p.m. **Seconded** by Chairman Lerew. Supervisor Decker asked for discussion. It was noted that the Planning Commission is the first Monday of each month and with the time frame between these two Boards whether or not changes to the plans could be made. It was also noted that they are changing the Supervisors meeting date to accommodate the Solicitor. She believed they should accommodate us and not us accommodate them. The motion carried with Supervisor Decker opposing.

ESTABLISH MILEAGE REIMBURSEMENT RATE

Motion: Supervisor Brown made a motion to increase the mileage reimbursement rate as set by the IRS to 50.5¢ for 2008. **Seconded** by Vice Chairman Shambaugh. The motion carried unanimously.

DESIGNATE TOWNSHIP BANKS & DEPOSITORIES

Motion: Supervisor Brown made a motion to retain M&T Bank as the Township bank and depository. Chairman Lerew asked if Vice Chairman Shambaugh had checked into the Township getting a credit card. **Seconded** by Chairman Lerew. The motion carried unanimously.

SUPERVISOR LIAISONS

Road Department

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

Administrative Department

Motion: Vice Chairman Shambaugh made a motion to retain Supervisor Brown as the Administrative Department Liaison. **Seconded** by Chairman Lerew. 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: Supervisor Brown made a motion that all Supervisors and Elected Officials to attend the County Convention and Employees on a case by case basis. **Seconded** by Chairman Lerew. Vice Chairman Shambaugh noted as a point of order to include the appointed officials for the County and State Conventions. It was noted that this should include members from the Zoning Hearing Board and Planning Commission.

Motion: Supervisor Brown amended the motion to include the appointed officials and established the fee of \$50.00 for attending Supervisors. **Seconded** by Vice Chairman Shambaugh. Supervisor Decker asked for discussion and noted that it should also include mileage.

Motion: Supervisor Brown amended the motion to that all Supervisors, Elected Officials, Appointed Officials be able to attend the County Convention and Employees on a case by case basis, to established the fee of \$50.00 for attending Supervisors and to include reimbursement for mileage. **Seconded** by Vice Chairman Shambaugh. The motion carried unanimously.

State Convention

Motion: Vice Chairman Shambaugh made a motion that all Supervisors, Elected Officials, Township Secretary and Roadmaster to attend the State Convention and other Employees on a case by case basis. **Seconded** by Chairman Lerew. The motion carried unanimously.

Seminars

Motion: Vice Chairman Shambaugh made a motion that all Supervisors and Elected & Appointed Officials attend seminars and also that Employees with prior approval be able to attend seminars. **Seconded** by Supervisor Brown. The motion carried unanimously.

Meetings Held Outside Township Office

There was discussion on whether this could affect someone from attending meetings at another municipality without prior approval.

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

Motion: Vice Chairman Shambaugh amended the motion to include paying salaries and mileage reimbursement subject to prior approval of the Board of Supervisors. **Seconded** by Supervisor Brown. The motion carried unanimously.

SET TREASURER'S BOND

Mrs. Phyllis Emlet, Treasurer indicated that the bond is currently \$725,000.00 and that the escrow accounts need to be addressed as stated in the 2007 Auditor's letter to the Board of Supervisors. There was discussion on the bond being raised to \$900,000.00 based on the highest monthly balance. Chairman Lerew suggested that the bond be raised to \$1.1 million and it was noted that there would probably be a cost to raise the bond.

Motion: Chairman Lerew made a motion to set the Treasurer's Bond at \$1,100,000.00. **Seconded** by Vice Chairman Shambaugh. The motion carried unanimously.

POLICY FOR PAYMENT OF BILLS

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

ADJOURNMENT

Motion: Supervisor Brown made a motion to adjourn the meeting at 10:10 a.m. **Seconded** by Vice Chairman Shambaugh. The motion carried.

Respectfully submitted,

Nancy E. Zentmeyer
Township Secretary