

**FRANKLIN TOWNSHIP
BOARD OF SUPERVISORS
SPECIAL MEETING
April 3, 2009**

CALL TO ORDER

Present were Supervisors Donald Lerew, John Shambaugh, Naomi Decker, Ed Campbell, and Gary Brown. Also present was Engineer Timothy Knoebel. Treasurer Phyllis Emlet, and Secretary Nancy Zentmeyer. The meeting was called to order at 8:30 a.m. at the Township Municipal Building, 150 Century Lane, Dillsburg, York County, PA.

CLEAN UP DAY QUOTES

The first order of business was to review the clean-up day quotes. There was discussion on what is the tonnage the tubs hold. Treasurer Phyllis Emlet went to get last year's bill, so this was tabled for a few minutes until the actual tonnage can be noted.

KENSINGTON MANOR EAST PLAN

Engineer Knoebel noted that there were 2 new pages submitted for this plan (pages 2 & 9) with regards to the driveway issues. The plan was approved conditional to bonding of the driveways. One of the issues was the site distance. There have been numerous calls about the recording of this plan. The bonding of driveways and permits being issued with a stipulation of not signing off of the permits until it was finished. Engineer Knoebel noted that they redesigned driveways to show the sight distance without excavating the banks back.

Engineer Knoebel noted that the Road master and himself inspected the site and were not satisfied. Various letters had been sent, the driveways were re-staked and it was re-inspected by Engineer Knoebel and Vice Chairman Shambaugh. The applicant's engineer did a profile plan (page 9) showing the elevations and there is a note added to page 2. Engineer Knoebel explained the note and how the plan meets the requirements. Solicitor MacNeal had been advised. Engineer Knoebel stated that the motion needs to be revised regarding pages 2 & 9. Supervisor Campbell noted concerns with the bonding and the requirements and the stakes to be in the right place. Engineer Knoebel also discussed the sight distance with the driveways. Supervisor Decker noted this could be done by with the occupancy permit.

Motion: Vice Chairman Shambaugh made a motion to remove the bonding requirement and to add the additional requirements with the notes on the plan and to show the sight distances. **Seconded** by Supervisor Campbell. Mr. Fahey stated that the applicant had agreed to knock down the bank. The motion carried unanimously.

CRIMINAL BACKGROUND CHECKS

Motion: Vice Chairman Shambaugh made a motion to adopt the Resolution for criminal background check when hiring. **Seconded** by Chairman Lerew. Supervisor Campbell questioned who would pay the fee. It was noted that the Township should pay the fee.

Motion: Vice Chairman Shambaugh amended his motion to include that the Township would pay the fee. **Seconded** by Chairman Lerew. The motion carried unanimously.

Supervisor Decker questioned the volunteers and stated that it may have to do with the number of hours the volunteers work.

Motion: Vice Chairman Shambaugh rescinded his motion and that this should go back to the Solicitor to be re-worded. **Seconded** by Chairman Lerew. The motion carried unanimously.

Chairman Lerew asked Engineer Knoebel about the letter the Township received regarding the floodplain. It was noted that this has to be done and to look at the map and to adopt the updates of the floodplain ordinance with the language from DCED. This needs to be done so residents can collect on their flood insurance if needed. Engineer Knoebel explained the process and in 1997 someone applied for a map change. This can be applied to FEMA. It was noted that a letter has been sent to the Township and to Chairman Lerew. Supervisor Decker questioned the letter that was received from Linda Walker and questioned if this needs to be addressed also. Vice Chairman Shambaugh noted that issued was from a big storm and the area in question is in a low lying area. Vice Chairman Shambaugh asked Engineer Knoebel about the new maps and to make sure there are no specific changes.

CLEAN-UP DAY QUOTES

Motion: Chairman Lerew made a motion to approve the quotes for Clean-up Day to York Waste. **Seconded** by Vice Chairman Shambaugh. The motion carried unanimously.

200TH CELEBRATION DATE

There was discussion on the date for the 200th anniversary celebration. Peggie Williams from the Banner noted that there is support from the community and that NYCHAPS will be doing a Christmas ball and that Gerry Novesal, township resident, be allowed to proceed with the planning and that it be placed on the agenda.

Motion: Supervisor Brown made a motion to schedule the 200th anniversary celebration for October 3, 2009. **Seconded** by Vice Chairman Shambaugh. The motion carried unanimously.

FINALIZE ESCROW ACCOUNTS – OLIVIA CARPENTER, MARLIN PLECHTER & ARTHUR SPIECE

It was noted that the auditors' have requested that these escrow accounts be finalized. Engineer Knoebel has indicated that these appear to be complete.

Motion: Vice Chairman Shambaugh made a motion as per the Engineer's o.k. to release the escrow accounts. **Seconded** by Chairman Lerew. The motion carried unanimously.

PREMIUM PLAN ONLY

Treasurer Phyllis Emler noted that this a pretax deduction of payments made by employees for insurance. Mrs. Emler has made various calls to get the correct information and has worked on this for 2 ½ days. Mrs. Emler has made up a worksheet for each employee. There is also an employer worksheet that shows the savings to the Township as \$200.00 per year and the plan costs \$285.00 per

year. It was noted that the employees are not paying a lot so they are not saving a lot. This is also subject to an IRS audit. There are forms that need to be filled out by each employee. Supervisor Brown noted that the additional cost is not worth it. There was continued discussion and Supervisor Campbell noted that a motion would be need to un-do the previous motion. Mrs. Emlet noted concerns with Quickbooks and not having the technical support. Mrs. Emlet noted that she did not get much help with the insurance company. It was noted to get the cost of this support for the next meeting. . It was also noted that this could affect social security. It was noted that Mrs. Emlet should proceed with this. No motion is needed at this time.

GRANTS UPDATE

Mrs. Emlet stated that she is working on a recycling grant and has talked with Waste Management and York Waste Disposal but she cannot find out who keeps track of the tonnage for the Township. Vice Chairman Shambaugh noted that he will see if he can get information on the previous recycling coordinator.

Mrs. Emlet noted that she and Road master Ocker have worked on the road sign grant. Municipal Services has a bridges grant and has made calls. It was also noted that the Township can also contact our State Representative and Senator to get free money. This money could be used for restrooms at Ponderosa Park. Walmart also will give money. It was noted that these should be looked into.

PROPOSAL FROM LINE SYSTEMS, INC.

Mrs. Emlet has received information on telephone service. It suggested to re-visit this next year. The Township's long distance bill cost is very minimal.

WORKSHOP – “SHOW ME THE MONEY”

There is a seminar in Lancaster scheduled for April 9, 2009 regarding economic stimulus funding and Mrs. Emlet would like to attend. There is also a webinar at Shippensburg University on the American Recovery and Reinvestment Act on April 28.

Motion: Supervisor Brown made a motion to have Mrs. Emlet attend the April 9, 2009 seminar. **Seconded** by Supervisor Campbell. The motion carried unanimously.

Motion: Vice Chairman Shambaugh made a motion to have Mrs. Emlet to attend the webinar at Shippensburg University on April 28 at no cost. **Seconded** by Supervisor Brown. The motion carried unanimously.

CALCULATIONS OF FRINGES BY HOUR FOR ROAD CREW

Mrs. Emlet presented calculations of benefits for the road crew as requested by the Road master.

Mrs. Emlet is also requesting to be included in the dental insurance which would cost the Township \$14.00 per month or she is willing to pay for it herself. There was discussion with paying a small contribution. This will be checked with the insurance carrier for part-time employees.

SEWAGE PUMPING AREAS

Mrs. Emlet noted that the spreadsheet needs to be updated of the pumping areas and that someone should be looking at the areas. Vice Chairman Shambaugh asked about the list of old ones and to

include new ones does the Township have to the right to change Act 537. It was suggested to call Carrie Wilt at DEP for an interpretation. Vice Chairman Shambaugh amended his statement and noted that Engineer Knoebel should take a look at this.

COMPUTER SUPPLIES FOR TAX COLLECTOR

Mrs. Emlet noted that a bill for software was paid in November 2008 which was \$700.00 which needed to be paid by January 1, 2009. The Township paid the bill then it was revealed that the School District paid 1/3 with then the Township and County also paying 1/3. It was noted that Mr. Flohr wanted to know went his money was sent from the Township, as he also paid this bill. PSATS was contacted and informed Mrs. Emlet the that the Township should not be paying much of his expenses. Solicitor MacNeal should be informed and to have her give input on what the Township should pay Mr. Flohr for equipment.

Mrs. Emlet thanked the Supervisors for the opportunity to discuss these items with them.

Chairman Lerew discussed rental properties and that letters to rentals should be sent out. Vice Chairman Shambaugh stated that Mr. Fahey should know who is renting.

There was again discussion on the computer supplies and that the Township should not be paying for these items.

MISCELLANEOUS ISSUES

Chairman Lerew noted that a letter from Solicitor MacNeal was received regarding the police showing the fees to be charged. It was questioned whether this was authorized. Since this was done in Executive Session there are no records of a motion. This should be re-visited at the next meeting.

Mrs. Emlet noted that the Township revenues has taken in more money this year at this time then last year.

Chairman Lerew discussed the Tim Rowbottom hearing. Vice Chairman Shambaugh noted that under the Junk yard ordinance the definition for motor vehicles, from the motor vehicle code, is that they have to be under its own power. This needs to be amended.

ADJOURNMENT

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

Respectfully submitted,

Nancy Zentmeyer
Township Secretary