

**FRANKLIN TOWNSHIP  
BOARD OF SUPERVISORS  
REGULAR MEETING  
September 8, 2010**

**CONDITIONAL USE HEARING – JEFFREY ERNEY**

Chairman Lerew called the Conditional Use Hearing to order at 6:32 p.m. At this time Mr. & Mrs. Jeff Erney along with their contract Earl Jacoby were sworn in to give testimony. Solicitor MacNeal asked the zoning officer if the property was posted and advertised. It was so noted. The Planning Commission reviewed this application at their meeting on September 7, 2010 and recommended approval.

Mr. Fahey addressed the Supervisors with a brief description of this conditional use. Mr. & Mrs. Erney, who lives at 12 Franklinton Road which is in the Open Space zoning district, indicated the reason for the conditional use is to construct a residential garage larger than the 1,000 s.f. as noted under Section 202.C.1 of the Franklin Township Zoning Ordinance. It was noted that the Erney's are also requesting a variance from the Zoning Hearing Board for the side yard setback requirement. Mrs. Erney handed out pictures of surrounding neighboring properties that have similar buildings in their area. The proposed building is to be 36' x 40'. There are signed statements from the adjoining neighbors indicating that they have no problem with this garage. The Erney's have approximately 1-acre of land and that there is no other place on the lot to construct the garage due to the drainage field and the garage will be for personal use only. Solicitor MacNeal asked about the impervious lot coverage and it was noted it is only 11%.

Vice Chairman Shambaugh questioned the one exhibit that shows 3 x's. It was noted that is where there were trees and bushes but they no longer exist. There will be no sewer and water facilities. The stormwater management pit shown in the exhibit will be put in if needed. Vice Chairman Shambaugh asked if the applicant would be willing to alter the pit by dimensions depending on the soil type and it was so noted. Engineer Knoebel indicated that a site visit would be good to have prior to construction to see how it will be graded.

**Motion:** Vice Chairman Shambaugh made a motion to grant the conditional use with the conditions to have a pit installed according to the recommendations of the Township Engineer, that the Erney's receive the variance from the Zoning Hearing Board. To include a site visit from the Township Engineer and that this garage is for personal use only. **Seconded** by Supervisor Brown. The motion carried.

The hearing concluded at 6:45 p.m.

**REGULAR MEETING**

**ROLL CALL**

Present were Supervisors Donald Lerew, John Shambaugh, Gary Brown, Edward Campbell, and Naomi Decker. Also present were Solicitor Stacey MacNeal, Engineer Timothy Knoebel, Treasurer Phyllis Emlet, and Secretary Nancy Zentmeyer. The meeting was called to order at 7:02 p.m. The meeting was held at the Franklin Township Municipal Building, 150 Century Lane, York County, PA. Guests and visitors are on the attached sign-in sheet.

## **PLEDGE OF ALLEGIANCE AND PRAYER**

Chairman Lerew led the Pledge of Allegiance and gave the opening prayer.

## **APPROVAL OF MINUTES**

### **Board of Supervisors Regular Meeting – August 11, 2010**

**Motion:** Vice Chairman Shambaugh made a motion to approve the minutes of August 11, 2010 meeting as submitted. **Seconded** by Supervisor Campbell. The motion carried.

### **Board of Supervisors Conditional Use Hearing – August 26, 2010**

**Motion:** Vice Chairman Shambaugh made a motion to approve the minutes of the August 26, 2010 meeting as submitted. **Seconded** by Supervisor Decker. The motion carried.

## **PUBLIC COMMENT**

### **1. Steve Farkas, Dillsburg Girls Softball Association**

Mr. Farkas indicated that the association is proposing a storage equipment shed/concession stand at Ponderosa Park. There would be no water or sewer needed. For the concession stand there would be a need for electric for the griddle they would be using. Mr. Farkas indicated that he has contacted Met-Ed and there would be a cost of a pole which the association would pay for. It could be either an overhead or underground line of approximately 25 feet. It was noted that an underground line is preferred. This would also be available to other organizations if needed. Solicitor MacNeal suggested checking with Bob Shelly for the shed under the UCC. It was also noted that the association has a similar shed in Carroll Township which was placed this past Spring.

**Motion:** Vice Chairman Shambaugh made a motion to allow the shed at Ponderosa Park. **Seconded** by Chairman Lerew. It was noted that the association will pay for the electric. The motion carried.

### **2. Brian Linsnbach, 12 & 14 Franklin Church Road**

Mr. Linsnbach indicated that there is a boundary dispute between the 2 properties. The moving of the lot line is needed. A survey has been done and there is a building encroaching on Mr. Eichelberger's property. Mr. Linsnbach talked about a consent of line doctrine. It was suggested to re-draw the metes and bounds without going through a subdivision plan. A new deed will be needed along with a letter from the Township granting a waiver from the subdivision process. As far as the Township having documentation that this was done, the Township should be copied on the document. The moving of the line would be 18 feet at the most. There would be no more easement area when this is done. It was questioned if this is a zoning issue with creating a non-conforming lot. Solicitor MacNeal noted that this is making it better for both parties.

**Motion:** Vice Chairman Shambaugh made a motion to allow with the condition that the Township has copies of the sketch in the final definition. **Seconded** by Chairman Lerew. The motion carried.

### **3. Foxwood Estates**

Mr. Linsnbach indicated that he represents Mr. Fox on this development. In September 2009 the escrow account was reduced to a \$20,000.00 maintenance bond for 18 months. This has not been done and Mr. Linsnbach asked if it could be for 12 months instead of the 18 months.

#### **4. NYCHAPS**

Peggie Williams invited the Supervisors to the opening of the Northern York County Museum in the Maple Shade Barn. This event will be held on October 3 between the hours of 3:00 p.m. and 6:00 p.m. This will open to the public during the Farmer's Fair.

#### **5. Keefer Property**

Mr. Keefer asked if his property was going to be discussed and Solicitor MacNeal stated that it would be under her report.

#### **APPROVAL & PAYMENT OF BILLS**

**Motion:** Vice Chairman Shambaugh made a motion to pay the bills as listed. **Seconded** by Supervisor Campbell. The motion carried.

#### **TREASURER'S REPORT**

**Motion:** Supervisor Campbell made a motion to accept the Treasurer's Report as submitted. **Seconded** by Vice Chairman Shambaugh. The motion carried.

#### **1. Budget Meetings, Set Dates**

After discussion the following dates were set for the budget meetings – Saturday, October 9, 2010 beginning at 8:00 a.m. and Wednesday, October 27, 2010 beginning at 7:00 p.m.

#### **2. Winter Storm Reimbursement**

Mrs. Emler informed the Supervisors that the Township received \$9,024.39 as reimbursement from PEMA for the February storm in addition to the \$3,000.00+ for the severe winter from PennDOT plus the payment from PennDOT for plowing State roads under the winter maintenance agreement.

#### **3. Auditor Update**

Six proposals were sent out with one small addendum mailed on August 24. The Township received 2 proposals which were open and reviewed. Solicitor MacNeal indicated that these are professional services and the Township does not have to go with the lowest proposal. The Township can also call these firms in for an interview. The proposals were received from Greenawalt & Company and Smith Elliot Kearns & Company with the following figures: Smith Elliot Kearns & Company's prices are for 2010 - \$5,800; 2011 - \$5,975; and 2012 - \$6,150.; for Greenawalt & Company's prices are for 2010 - \$7,300.; 2011 - \$7,600.; and 2012 - \$7,900. There was discussion on setting up a committee to review and make a recommendation. The Supervisors will review the proposals and discuss this at next month's meeting.

#### **4. Reimbursement Fees**

Solicitor MacNeal discuss who can be invoiced to reimburse the Township on fees. It was noted that under the MPC subdivisions and land developments under review can be invoiced for fees for professional services. The Township cannot get reimbursed for fees for zoning applications or a plan that was denied and is under litigation. There was further discussion on who can and cannot be billed. It was suggested that when a plan is filed with the Township that a file number be issued which will help with tracking.

#### **ORGANIZATION REPORTS**

**Police** – Chairman Lerew noted that there is no report.

**Fire** – Chief Tony Baker from Citizens Hose #1 gave the following report from the fire company – there were 6 calls in Franklin Township for the month of August with a YTD of 32 calls. There was discussion regarding putting a burn ban into effect starting tomorrow.

Chief Mike Whitzel from Franklinton Fire Co. gave the following report: there were 12 calls in Franklin Township for the month of August which brings it to 131 YTD in the Township. The fire company received a federal grant for air packs which a group purchase was completed. On September 15 there will be training with the manufacturer. The portable radios came in. Two members attended the National Fire Academy. The fire company will be having a budget meeting with all municipalities at one time and requested that 1 or 2 Supervisors attend.

**EMS** - Chief Tony Baker from Citizens Hose #1 gave the EMS Report for Traci Cook noting that there were 19 calls for the month of August.

**DAA** - A copy of the minutes was submitted.

**Emergency Management** – Mr. Yerger noted on September 25 beginning at 9:00 a.m. there will be an exercise at the high school.

**NYCRCP Transportation** – Supervisor Brown noted the meeting on September 29 beginning at 6:30 p.m. at the high school cafeteria is being held and there needs to be a quorum. This meeting will be to talk about the plan to either agree or disagree. If the plan is acceptable it could be adopted in October and some changes could take effect immediately.

## **SUBDIVISION AND LAND DEVELOPMENT**

### **1. William Messner, Planning Module & Waiver Request**

Mr. Charles Junkins was representing this plan. This subdivision is creating 2 new lots and 1 remainder lot. The planning module contains a preliminary hydrogeologic study and this needs to be acted on.

**Motion:** Vice Chairman Shambaugh made a motion to forward the planning module onto DEP with Resolution #13-2010. **Seconded** by Supervisor Campbell. The existing house on the lot that has a new home being constructed will be demolished. The motion carried.

Engineer Knoebel indicated that a waiver request as been submitted from Section 306.A, Scale of Plan and noted that he does not have a problem with this. The Planning Commission did recommend this waiver request.

**Motion:** Supervisor Campbell made a motion to approve the waiver request from Section 306.A, Scale of Plan. **Seconded** by Vice Chairman Shambaugh. The motion carried.

### **2. Timothy & Julie Donaldson, Waiver Request & Time Extension**

Mr. Todd Lyons was representing this plan. It was noted that last month the planning module for this plan was approved. The plan needs a time extension due to the planning module.

**Motion:** Supervisor Campbell made a motion to accept the time extension for the Donaldson plan until December 31, 2010. **Seconded** by Chairman Lerew. The motion carried.

A waiver request from Section 402.C.2, Road Improvement Requirements had been submitted. There is a 19.5' cartway width on Franklinton Road. As in previous plans it has been suggested to have a payment of fee for the new lot at the time of the building permit and Engineer Knoebel estimated the cost to be \$1,645.00.

**Motion:** Supervisor Campbell made a motion to deny the waiver request from Section 402.C.2 and that the fee be paid for the new lot at the time of the building permit. **Seconded** by Vice Chairman Shambaugh. Supervisor Decker questioned how can it be tracked and it was indicated that a note be placed on the plan. The motion carried.

### **3. John Crook, Final Subdivision Plan, Time Extension**

Mr. Todd Lyons was representing this plan. It was noted that there has been no communication with Mr. Crook. The PNDI did have hits for a bog turtle study. The Township did not receive a time extension for this plan. Engineer Knoebel stated that this plan could be deemed approved but recommends his comments on his April 1, 2010 letter as a basis for denial. It was noted that there a lot of items that are needed for this plan.

**Motion:** Vice Chairman Shambaugh made a motion to deny the John Crook Final Subdivision Plan based on the comments from KPI's letter dated April 1, 2010. **Seconded** by Supervisor Campbell. The motion carried.

### **4. Darrell & Doreen Layton, Waiver Requests & Sewage Exemption**

Engineer Knoebel indicated that this plan is similar to the Morret plan. The lot fronts on the public portion of both Tuckahoe and Chainsaw Roads. The applicant has requested a sewage exception and there is back-up percs and probes.

**Motion:** Vice Chairman Shambaugh made a motion to approve the exemption as long as back-up for the one lot is shown. **Seconded** by Supervisor Campbell. The motion carried.

Two waivers have been requested from Section 306.D.6, Contour Interval Requirements and Section 402.C.2.b, Road Improvement Requirements. Engineer Knoebel indicated that the new lot has the proper contours.

**Motion:** Vice Chairman Shambaugh made a motion to approve the waiver request from Section 306.D. Contour Interval Requirements. **Seconded** by Supervisor Campbell. The motion carried.

**Motion:** Supervisor Campbell made a motion to deny the waiver request from Section 402.C.2.b, Road Improvement Requirements and that the fee be paid at the time of the issuance of a building permit and that a note be placed on the plan. **Seconded** by Chairman Lerew. The motion carried.

### **5. Highland Park, Final Land Development Plan Approval**

Mr. Andrew DeFonzo was representing this plan and reviewed Engineer Knoebel's comment letter dated September 3, 2010.

1. An owner's acknowledgement and related certifications by the surveyor are required to be executed (306.D.1).
2. The following prior conditions of the preliminary plan and planning module are required:
  - a) An Operations and Maintenance agreement approved by the township solicitor for the private pump station and force main. **In communication with the township solicitor and developer.**

- b) A Part 2 Water Quality Management Permit from DEP for the pump station. **This went into DEP today. The planning module has been approved.**
- 3. An approved erosion and sedimentation control plan is required as part of the final plan (307.A.13 & 316.A.13). **This is being worked on with YCCD with an e-mail confirmation that they are adequate.**
- 4. It must be demonstrated that adequate fire flow volume and pressure is provided to meet local and other applicable standards (505). **There was a meeting with Mr. Bob Shelly, Fire Chief Whitzel & Engineer Knoebel and the flow is available and the developer is working with a sprinkler installer.**
- 5. A highway occupancy permit is required from PennDOT for access to South Mountain Road. A separate HOP is required for the force main in the same right-of-way. **Both permits have been received.**
- 6. The following comments pertain specifically to the storm water management plan: (1-1997):
  - a) A Storm water Maintenance and Monitoring Agreement must be executed and recorded with the final plan. **This is under review with the township solicitor.**
  - b) The basin drain plug must be modified so the basin is self de-watering.
- 7. Financial surety or bonding of related improvements is required in an amount as approved by the township engineer. The recently submitted cost estimate is currently under review. Bonding of water related improvements must be to the respective utility Authority (312.F).
- 8. The plan states that the developer will pay the applicable fee in lieu of providing a public recreation area (415). **Note on plan indicates within 60-days of approval. It is noted that this needs to be paid prior to recording. It was suggested to omit the "60-days".**

The fire flow still needs to meet code requirements which will be done during the building permit review. Supervisor Decker noted concern for an emergency exit. It was noted that the boulevard was taken off. PennDOT would probably not allow the boulevard because of the sight distance. It was noted that it is over 100 feet wide at the access, changing the radius and the adding of additional fire hydrants plus the water loop. Supervisor Decker noted in the YCPC comments, #4 with regards to a Homeowner's Association. There will be no Homeowner's Association as the owner is responsible for the on-site facilities which are being addressed in an agreement that will be recorded. Vice Chairman Shambaugh noted concerns with the fire flows.

**Motion:** Supervisor Campbell made a motion to approve the final land development plan for Highland Park with regards to the engineer's comment letter of September 3, 2010 and that all fire protection concerns are addressed by the township engineer and building code officer. **Seconded** by Chairman Lerew. The motion carried.

**REPORTS**

**Engineer**

Engineer Knoebel stated that he has nothing to report at this time.

**Solicitor**

**1. Fox Junkyard**

A notice of violation was sent and there was discussion with the current property owner who indicated that the property was being cleaned-up and had ceased the junkyard operation. It was noted that Mr. Fahey needs to go on the property for an inspection.

## **2. Keefer Property Update**

Solicitor MacNeal stated that a letter had been received from Attorney Robert Walker dated August 31, 2010 which was reviewed. Building permit issues have been identified. There will be communication to meet with Mr. Shelly our building inspector. A final inspection of the retaining wall and the bathroom in the garage, then the remaining fence to be installed, and the doors to be installed by the end of the year. Attorney Walker had also sent a letter dated August 26, 2010 regarding a fence complaint against the Brough's. Solicitor MacNeal indicated that she had received correspondence today, from Attorney Diane Radcliff who is representing the Brough's. The complaints from both parties have been investigated which the Township has done in good faith and is making a determination. Solicitor MacNeal recommended as quoted from the Municipalities Planning Code, Section 617 – Private Causes of Action which allows for enforcement of possible zoning violations with the authorization of the Board. The Township can pay for enforcement of the violations and enforcement of an ordinance. The private cause of action can be done if the governing body approves authorization of the violations. Discussion ensued. Vice Chairman Shambaugh stated he needs to review the letter before making a decision.

**Motion:** Vice Chairman Shambaugh made a motion to table the issue until next month. **Seconded** by Supervisor Campbell. The motion carried.

## **3. Leininger Property Update**

Solicitor MacNeal stated that Mr. Leininger has a non-conforming use. The township has proposed an agreement. In Section 2.G it indicates that a site plan will be done of the property depicting all existing structures. It was noted that it should show the utility lines, the storm drain and parking areas. In Section 2.C it indicates that within 12 months Mr. Leininger shall submit to the Township a building permit application for the installation of a restroom in building "A". This should be changed to 6 months. Supervisor Campbell stated it should be 6 months to get the permit with 12 months to get the work completed. Vice Chairman Shambaugh questioned why not a land development plan showing the issues but with Mr. Leininger not going through the process, similar to Kings Kids Camp.

**Motion:** Supervisor Campbell made a motion to authorize Solicitor MacNeal to follow-up on Section 2.C and 2.G of the agreement with Mr. Leininger. **Seconded** by Vice Chairman Shambaugh. The motion carried.

## **4. Fee Schedule Resolution, Discussion Only**

Solicitor MacNeal reviewed the fee schedule resolution which indicates escrows for certain professional services for certain plans, for inspection fees based on estimates, and for rental of a park pavilion. Solicitor MacNeal asked that the Supervisors review this fee schedule as it will be acted on at the re-organization meeting.

## **5. Well Ordinance**

Solicitor MacNeal stated that she had written a memorandum with comments on this ordinance. Engineer Knoebel noted changes from the Planning Commission and the direction was to incorporate them and to have an up-to-date draft. It was noted that the Planning Commission had made a motion not to recommend this ordinance or to have a well ordinance addressing the geothermal systems only. The motion passed with a 4 to 1 vote. It was also stated that this is an unenforceable ordinance. Mr. Bob Eichelberger stated this is a public health safety issue as the State does not regulate this. Residents need help with their water supply. There is a public benefit to this. Supervisor Decker suggested informing the residents what they need to do in the newsletter. Mr. Ron Stevens stated that through the State there are labs to test water.

There was a brief recess at 9:17 p.m. The meeting reconvened at 9:27 p.m.

## **6. Zoning Ordinance Amendments**

Solicitor MacNeal stated that she has a list of zoning ordinance amendments that should be consider. This needs to be done as there are inconsistencies with the SALDO. It was recommended to get the list together and forward it to the Planning Commission. Supervisor Decker noted that the 15% steep slope needs to be discussed with the language of enforcement and where it applies. The steep slope was an overlay for the mountain but that it is now all over the township. Different ways to look at it is with it being both natural and man-made slopes. The YCPC had indicated that 15% was too low and they suggested 20-25%.

### **Building Permit & Zoning Officer**

Mr. Fahey stated the recycling center needs light bulbs changed and ask how to heat the building in winter. Mr. Fahey discussed Act 46 with the extending of building permits it discourages property owners from getting certificate of occupancy. A property at Mill Road that restores motorcycles which the use is storage, if they would plan to construct a home they would have to stop the use of storage or get a variance. The property at 570 Range End Road is being considered for individual group homes for foster children. The additional homes will need to comply with the Zoning and SALDO. The dog complaint in Sherwood Heights has been resolved. Dr. Wiggin of Dillsburg Dental Care is submitting another variance request.

### **Road master**

#### **1. PennDOT Winter Municipal Services Renewal**

It was noted that the Township does not have an obligation to renew this agreement but that PennDOT needs to be notified.

**Motion:** Chairman Lerew made a motion not to renew the winter maintenance agreement plowing snow on the State roads this winter. **Seconded** by Supervisor Decker. Supervisor Campbell stated his concern is that the Township still needs a better plan and that they still have an action item that all roads need to be cleared and that not doing the State road does not solve the problem. The motion carried with Vice Chairman Shambaugh opposing.

#### **2. Deer Crossing Signs**

Vice Chairman Shambaugh noted the ongoing request with the deer crossing signs. It was noted that the resident requesting the signs is willing to pay but conditional. The cost has been determined and the resident will be notified. The location needs to be looked at.

#### **3. 45 Clearview Drive**

A driveway permit was issued for this property in July of 2009 but the owner did not contact the Road master when the paving was done, and because of that there is no gutter line in the driveway or pipe. A letter needs to be sent to the property owner that the driveway needs to be fixed. Solicitor MacNeal is to send the letter.

#### **4. Willow Glen Road**

It was noted that back in 1997 the Municipal Liaison for PennDOT put dirt section of the road on the Liquid Fuels and it was discovered in 2000 and since then the Township has been plowing and fixing potholes on that section of road. The Township is receiving Liquid Fuel funds for this road. It was noted that this needs to be

investigated. Solicitor MacNeal will have someone from her office go to the courthouse and research the road dockets.

## **5. Snow Plow Drivers**

It was noted that the Township needs to advertise for snow plow drivers for this upcoming winter season.

## **6. Budget Items**

When discussing the 2011 budget it was noted that there are 2 mowers that need to be replaced.

## **Parks & Recreation**

There was discussion regarding the soil from the soccer fields that are being put in next to the Township building. The contractor needs to be notified that the soil is not to leave the site. Some of the trees at Ponderosa Park will be getting plaques installed soon.

## **OLD BUSINESS**

### **1. Burning Ordinance**

Solicitor MacNeal stated that she is working on this ordinance with restructuring Sections 4, 5, 6, & 7. Supervisor Brown suggested omitting “Material” on the first page under Section 2. There was discussion regarding Section 4, Prohibited Materials and Section 7, York County Emergency Center Contact, in the first sentence remove “except for personal use fires”. Solicitor MacNeal suggested looking at the definitions under Section 2. Section 8, General Restrictions, subsection B should include “no smoldering”. Supervisor Decker questioned the setting off of fireworks and if it should be included. The modifications will be made and the ordinance advertised.

### **2. Waste & Recycling**

Solicitor MacNeal noted this information will be for the October meeting. There were some modifications made and sent to 3 haulers.

### **3. Police Contract**

Solicitor MacNeal indicated that Attorney Michael Miller suggests before any formal action is taken he would like to meet with the Supervisors to talk them through the process, the time period and when to send notices. This would be done in an executive session. Attorney Miller has indicated he is available the week of September 20. After discussion it was suggested to meet on either October 11 or 12 at 7:30 a.m.

## **NEW BUSINESS**

### **1. Trick or Treat Night**

**Motion:** Supervisor Brown made a motion to schedule Trick or Treat Night on October 28, 2010 from 6:00 – 8:00 p.m. **Seconded** by Vice Chairman Shambaugh. The motion carried with Supervisor Decker refraining.

### **2. Burn Ban**

**Motion:** Vice Chairman Shambaugh made a motion to put a burn ban into effect with no outdoor burning until the next Supervisor’s meeting. **Seconded** by Supervisor Campbell. The motion carried.

## **CORRESPONDENCE**

### **1. York County Association of Townships of the Second Class Convention**

This year's convention will be held on November 11, 2010 at the Wisehaven Banquet and Expo Center.

**Motion:** Vice Chairman Shambaugh made a motion to authorize to cover costs for Supervisor Decker and Mrs. Emler to attend the York County Supervisors Convention. **Seconded** by Supervisor Campbell. The motion carried.

## **PUBLIC COMMENT**

### **1. Frank Latzer, 607 Capitol Hill Road**

Mr. Latzer brought to the attention of the Supervisors the township park ordinance and the posting of the ordinance at the parks. One of the items that is prohibited is the possession of any type of firearms which is in violation of the Uniform Firearms Act. (Title 18, Chapter 61). Mr. Latzer stated that that section is unenforceable. It was suggested that this ordinance be looked at.

### **2. Keefer/Brough**

Mr. Fahey noted that Mrs. Brough had called regarding the permitting. It was noted that Mr. Keefer needs to obtain the permits and that nothing has changed on the course of action.

### **3. Bob Eichelberger**

Mr. Eichelberger commented on looking at the zoning ordinance consistencies. He discussed his concerns with the steep slope provisions.

## **EXECUTIVE SESSION**

There was no executive session.

## **ADJOURNMENT**

**Motion:** Supervisor Brown made a motion to adjourn the meeting at 10:40 p.m. **Seconded** by Vice Chairman Shambaugh. The motion carried.

Respectfully submitted,

Nancy Zentmeyer  
Township Secretary