

**FRANKLIN TOWNSHIP  
BOARD OF SUPERVISORS  
RE-ORGANIZATION MEETING  
January 4, 2010**

**CALL TO ORDER**

Supervisor called the meeting to order at 8:20 a.m. The meeting was held at the Franklin Township Municipal Building, 150 Century Lane, Dillsburg, York County, Pennsylvania.

**ROLL CALL**

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

**PLEDGE OF ALLEGIANCE AND PRAYER**

Supervisor Lerew led the Pledge of Allegiance and Prayer.

**APPOINTMENT OF TEMPORARY CHAIRMAN**

**Motion:** Supervisor Brown made a motion to appoint Donald Lerew as temporary Chairman. **Seconded** by Supervisor Shambaugh. The motion carried.

**APPOINTMENT OF CHAIRMAN**

**Motion:** Supervisor Campbell made a motion to nominate Supervisor Lerew as Chairman of the Board of Supervisors. **Seconded** by Supervisor Shambaugh. The motion carried.

**APPOINTMENT OF VICE CHAIRMAN**

**Motion:** Supervisor Campbell made a motion to nominate Supervisor Shambaugh as Vice Chairman of the Board of Supervisors. **Seconded** by Supervisor Brown. The motion carried.

**APPOINTMENT OF SOLICITOR**

**Motion:** Vice Chairman Shambaugh made a motion to nominate Stacey MacNeal from Katherman, Heim & Perry as Township Solicitor for 2010 with compensation at a rate of \$120.00 per hour. **Seconded** by Chairman Lerew. The motion carried.

**APPOINTMENT OF ENGINEER**

**Motion:** Vice Chairman Shambaugh made a motion to nominate KPI Technology as the Township Engineer for 2010 with the rates as submitted. **Seconded** by Chairman Lerew. The motion carried.

**APPOINTMENT OF TRAFFIC ENGINEER**

**Motion:** Supervisor Campbell made a motion to nominate Trans Associates as the Township Traffic Engineer with the rates as submitted. **Seconded** by Vice Chairman Shambaugh. The motion carried.

**APPOINTMENT OF SEWAGE ENFORCEMENT OFFICER**

**Motion:** Vice Chairman Shambaugh made a motion to nominate KPI Technology with Gil Picarelli as the SEO for 2010. **Seconded** by Chairman Lerew. The motion carried.

**APPOINTMENT OF SECRETARY**

**Motion:** Supervisor Campbell made a motion to appoint Nancy Zentmeyer as Township Secretary for 2010. **Seconded** by Chairman Lerew. The motion carried.

**Motion:** Supervisor Campbell amended his motion with the salary to remain the same as last year of \$35,050.00. **Seconded** by Chairman Lerew. The motion carried.

**APPOINTMENT OF TREASURER**

**Motion:** Vice Chairman Shambaugh made a motion to appoint Phyllis Emlet as the Township Treasurer for 2010 with a salary to remain the same of \$18.25 per hour. **Seconded** by Supervisor Brown. The motion carried.

**APPOINTMENT OF ROADMASTER**

**Motion:** Vice Chairman Shambaugh made a motion to appoint Gary Ocker as the Township Roadmaster for 2010 with a salary to remain the same of \$22.00 per hour. **Seconded** by Chairman Lerew. The motion carried.

**APPOINTMENT OF EMERGENCY MANAGEMENT COORDINATOR & ASSISTANT MANAGEMENT COORDINATOR**

**Motion:** Vice Chairman Shambaugh made a motion to appoint Laurin Fleming as the Township's Emergency Management Coordinator for 2010 and Larry Harbold as the Township's Assistant Management Coordinator at the same rate of pay with Mr. Fleming at \$300.00 per year and Mr. Harbold at \$250.00 per year. **Seconded** by Supervisor Campbell. The motion carried.

**APPOINTMENT OF ZONING OFFICER**

**Motion:** Supervisor Brown made a motion to appoint Brian Fahey as the Township's Zoning Officer at the same wage of \$18.25 per hour. There was discussion on the number of hours and the rate. It was suggested that Mr. Fahey only work 20 hours a week with additional hours being authorized by the Board of Supervisors. 12 hours a week was also discussed.

**Motion:** Supervisor Brown amended his motion to have Mr. Fahey work 12 hours a week with additional hours being authorized by the Board of Supervisors at the same rate of \$18.25 per hour. **Seconded** by Vice Chairman Shambaugh. The motion carried.

**APPOINTMENT OF VACANCY BOARD CHAIRMAN**

**Motion:** Vice Chairman Shambaugh made a motion to appoint Patrick Hephner as the Vacancy Board Chairman for 2010 if he accepts. **Seconded** by Vice Supervisor Campbell. The motion carried.

**APPOINTMENT OF NORTHERN YORK COUNTY REGIONAL POLICE DEPARTMENT COMMISSIONER AND ALTERATE**

**Motion:** Vice Chairman Shambaugh made a motion to appoint Chairman Lerew as the Northern York County Regional Police Department Commissioner and Supervisor Campbell as the Alternate for 2010. **Seconded** by Supervisor Brown. The motion carried.

**APPOINTMENT OF DELINQUENT TAX COLLECTOR**

**Motion:** Supervisor Brown made a motion to appoint J.P. Harris Associates, Inc. as the Delinquent Tax Collector for 2010. **Seconded** by Vice Chairman Shambaugh. The motion carried.

**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. The motion carried.

**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.

**APPOINTMENT TO ZONING HEARING BOARD**

**Motion:** Chairman Lerew made a motion to re-appoint John Flanagan to a 3-year term to the Zoning Hearing Board. **Seconded** by Vice Chairman Shambaugh. The motion carried.

**APPOINTMENT OF TOWNSHIP AUDITOR**

It was noted that there is a position open due to the resignation of Donald Lerew, Jr. Mrs. Maureen Wilson expressed her concern and stated that Mrs. Hersh and she cannot do the job by themselves.

**WAGES**

**Full Time Road Crew**

**Motion:** Chairman Lerew made a motion to have the wages remain the same for 2010 with Mr. May's being \$19.50 per hour and Mr. King's being \$16.75 per hour. **Seconded** by Supervisor Campbell. The motion carried.

**Temporary Employees**

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

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

**Motion:** Vice Chairman Shambaugh made a motion to retain the wage at \$17.50 per hour. There was discussion on regarding the part-time employee that plows snow and it was noted that his rate of compensation has gone from \$15.00 down to \$13.50. This it is to be researched and reported back to the Supervisors. **Seconded** by Chairman Lerew. The motion carried. It was noted that the employee's handbook needs to be reviewed and this will be done in the next month or so.

**EMPLOYEE BENEFITS**

**Motion:** Vice Chairman Shambaugh made a motion to keep the employee benefits the same. It was noted that only changes for 2009 was the vision and dental insurance. **Seconded** by Supervisor Campbell. The motion carried.

**SET DATES FOR SUPERVISORS MEETINGS FOR 2010**

**Motion:** Vice Chairman Shambaugh made a motion to approve the Supervisors' meeting on the second Monday of each month beginning at 7:00 p.m. **Seconded** by Supervisor Campbell. The motion carried.

**ESTABLISH MILEAGE REIMBURSEMENT RATE**

**Motion:** Chairman Lerew made a motion to approve the mileage reimbursement rate as set by the IRS at 50¢ for 2010. **Seconded** by Vice Chairman Shambaugh. The motion carried.

**DESIGNATE TOWNSHIP BANKS & DEPOSITORIES**

**Motion:** Vice Chairman Shambaugh made a motion to retain Members 1<sup>st</sup> Federal Credit Union as the Township bank and depository. **Seconded** by Supervisor Campbell. 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 Campbell. The motion carried.

**Administrative Department**

**Motion:** Vice Chairman Shambaugh made a motion to appoint Supervisor Campbell as the Administrative Department Liaison. **Seconded** by Supervisor Brown. The motion carried.

**CONVENTIONS, SEMINARS & MEETINGS HELD OUTSIDE THE TOWNSHIP OFFICE**

**County Convention**

**Motion:** Vice Chairman Shambaugh made a motion that all Supervisors and Elected Officials to attend the County Convention and Employees on a case by case basis and reimbursement of fees, expenses and mileage and establish the meeting fee of \$50.00 for the Supervisors. **Seconded** by Supervisor Brown. The motion carried.

**State Convention**

**Motion:** Supervisor Brown made a motion that all Supervisors, Elected Officials, Township Secretary, Treasurer, and Road master to attend the State Convention and other Employees on a case by case basis and to be reimbursed for fees, expenses and mileage. **Seconded** by Vice Chairman Shambaugh. The motion carried.

**Seminars**

**Motion:** Vice Chairman Shambaugh made a motion that all Supervisors and Elected & Appointed Officials, Employees with prior approval be able to attend seminars, to pay mileage, fees and expenses on a case by case basis. **Seconded** by Supervisor Brown. The motion carried.

**Meetings Held Outside Township Office**

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

**SET TREASURER'S BOND**

**Motion:** Chairman Lerew made a motion to set the Treasurer's Bond at \$1,100,000.00 for 2010. **Seconded** by Supervisor Campbell. Vice Chairman Shambaugh questioned if there was an increase in the premium and Mrs. Emlet noted there was but only by \$200.00 to \$300.00. The motion carried.

**POLICY FOR PAYMENT OF BILLS**

**Motion:** Supervisor Campbell made a motion that the current policy of paying the bills. **Seconded** by Vice Chairman Shambaugh. The motion carried.

**AUDITORS RATE OF PAY**

**Motion:** Vice Chairman Shambaugh made a motion that the Township Auditors be paid the current rate of pay. **Seconded** by Supervisor Campbell. The motion carried.

**OTHER BUSINESS**

**Bill List**

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

**Resolutions**

It was noted that there are two Resolutions before the Board for action.

**Motion:** Vice Chairman Shambaugh made a motion to adopt Resolution No. 2010-1 setting the rate for legal and engineering services for the SALDO plan reviews to be reimbursed by plan applicants. **Seconded** by Supervisor Campbell. The motion carried.

At this time Mrs. Emlet noted that the cost for the premium for the Treasurer's Bond was \$285.00 and the bond amount of \$1,100,000.00 was a recommendation from the Auditors. Vice Chairman Shambaugh asked if Mrs. Emlet would check to see if it could be reduced to \$1,000,000.00.

**Motion:** Supervisor Campbell made a motion to adopt Resolution No. 2010-2 setting the fees for UCC building permits and Non-UCC building permits. **Seconded** by Supervisor Brown. The motion carried.

**TV Channel**

There was discussion on the Township's TV channel and the Secretary is to check with Comcast to see if they can upgrade the equipment.

**Recycling**

Mrs. Emlet presented the Supervisors with a memorandum regarding recycling information to be discussed at a later date.

**ADJOURNMENT**

**Motion:** Supervisor Brown made a motion to adjourn the meeting at 9:12 a.m. **Seconded** by Vice Chairman Shambaugh. The motion carried.

Respectfully submitted,

Nancy E. Zentmeyer  
Township Secretary