

**FRANKLIN TOWNSHIP
BOARD OF SUPERVISORS
RE-ORGANIZATION MEETING
January 6, 2014**

CALL TO ORDER

Supervisor Lerew called the meeting to order at 7:02p.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, John Holder, Naomi Decker and David Sprigg. 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 Supervisor Decker gave the opening prayer.

APPOINTMENT OF TEMPORARY CHAIRMAN

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

APPOINTMENT OF CHAIRMAN

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

APPOINTMENT OF VICE CHAIRMAN

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

APPOINTMENT OF SOLICITOR

Motion: Vice Chairman Shambaugh made a motion to appoint Stacey MacNeal from Katherman & Perry as Township Solicitor for 2014 with compensation at a rate of \$130.00 per hour. There was no second to this motion.

Motion: Supervisor Sprigg made a motion to consider Mr. Bret Shaffer as Township Solicitor. **Seconded** by Supervisor Decker. Supervisor Decker indicated that Mr. Shaffer was a recommendation for the position of zoning solicitor under the recommendation of Keith Brenneman but stated that interviews are needed in the future. The motion carried with Vice Chairman Shambaugh opposing.

APPOINTMENT OF ENGINEER

Motion: Vice Chairman Shambaugh made a motion to appoint KPI Technology as the Township Engineer for 2014 with the rates as submitted. There was no second to this motion.

Motion: Supervisor Decker made a motion to appoint William F. Hill & Associates as Township Engineer with the rates that were submitted. **Seconded** by Supervisor Sprigg. Vice Chairman Shambaugh noted that the township will be paying more for Mr. Hill than KPI. The motion carried with Vice Chairman Shambaugh opposing.

APPOINTMENT OF TRAFFIC ENGINEER

Motion: Supervisor Decker made a motion to appoint Jim Cullison with Larson Design for 2014 with the fees submitted and on an as needed basis. **Seconded** by Vice Chairman Shambaugh. The motion carried.

APPOINTMENT OF SEWAGE ENFORCEMENT OFFICER

Motion: Supervisor Decker made a motion to appoint William F. Hill & Associates and Jon Kilmer as the primary SEO for 2014 with the rates on their schedule of \$52.00 per hour and Brian Leese, alternate at \$43.25 per hour. **Seconded** by Supervisor Sprigg. The motion carried with Vice Chairman Shambaugh opposing.

APPOINTMENT OF SECRETARY

Motion: Supervisor Decker made a motion to appoint Nancy Zentmeyer as Township Secretary for 2014 with a salary of \$36,774.00. **Seconded** by Chairman Lerew. The motion carried.

APPOINTMENT OF TREASURER

Motion: Vice Chairman Shambaugh made a motion to appoint Kimberly Shoffner as the Township Treasurer for 2014 with a salary of \$17.25 per hour. **Seconded** by Chairman Lerew. Supervisor Decker noted that Mrs. Shoffner works at other jobs and assumes more responsibilities and that the budget has been revised and she thought it was to be done by the Board of Supervisors. The motion carried.

APPOINTMENT OF ROADMASTER

Motion: Chairman Lerew made a motion to appoint Gary Ocker as the Township Roadmaster for 2014 with a salary of \$22.84 per hour. **Seconded** by Supervisor Decker. 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 2014 at the same rate of pay of \$300.00 per year. **Seconded** by Supervisor Decker. The motion carried.

Motion: Vice Chairman Shambaugh made a motion to appoint Larry Harbold as the Township's Assistant Management Coordinator for 2014 at the same rate of pay at \$250.00 per year. **Seconded** by Supervisor Decker. The motion carried.

APPOINTMENT OF BCO

Motion: Vice Chairman Shambaugh made a motion to appoint Kim Shoffner as the BCO for 2014 at a rate of \$17.25 per hour. There was no second to this motion. It was noted that a request had been received from Brian Fahey. Vice Chairman Shambaugh noted that there are statements in the letter that are not correct.

Motion: Supervisor Decker made a motion to table this decision until the January 8, 2014 Supervisors meeting. **Seconded** by Vice Chairman Shambaugh. The motion carried.

APPOINTMENT OF ZONING OFFICER

Motion: Vice Chairman Shambaugh made a motion to appoint Dominic Picarelli from KPI as zoning officer for 2014. There was no second to this motion.

Motion: Supervisor Decker made a motion to table this decision until the Supervisors meeting of January 8, 2014. **Seconded** by Vice Chairman Shambaugh. The motion carried.

APPOINTMENT OF BUILDING INSPECTOR

Motion: Vice Chairman Shambaugh made a motion to appoint Robert Shelly as the township's building inspector for 2014. **Seconded** by Supervisor Decker. The motion carried.

APPOINTMENT OF CODE ENFORCEMENT OFFICER

Motion: Vice Chairman Shambaugh made a motion to appoint Carroll Myers as the Code Enforcement Officer for 2014 at a rate of \$14.20 per hour. **Seconded** by Chairman Lerew. The motion carried.

APPOINTMENT OF TAX COLLECTOR

Motion: Vice Chairman Shambaugh made a motion to table the appointment of tax collector until the January 8, 2014 Supervisors meeting. **Seconded** by Chairman Lerew. The motion carried.

APPOINTMENT OF VACANCY BOARD CHAIRMAN

Motion: Vice Chairman Shambaugh made a motion to table this appointment until Mr. Hephner is contacted. **Seconded** by Supervisor Decker. The motion carried.

APPOINTMENT OF NORTHERN YORK COUNTY REGIONAL POLICE DEPARTMENT COMMISSIONER AND ALTERNATE

Motion: Chairman Lerew made a motion to appoint Supervisor Sprigg as the Northern York County Regional Police Department Commissioner. **Seconded** by Vice Chairman Shambaugh. It was questioned if an alternate will be appointed. **Motion:** Chairman Lerew amended his motion to appoint Supervisor Decker as the Alternate for 2014. **Seconded** by Vice Chairman Shambaugh. The motion carried.

APPOINTMENT OF DELINQUENT TAX COLLECTOR

Motion: Vice Chairman Shambaugh made a motion to appoint J.P. Harris Associates, Inc. as the Delinquent Tax Collector for 2014. **Seconded** by Chairman Lerew. 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 Decker. The motion carried.

APPOINTMENT OF TOWNSHIP VOTING DELEGATE TO STATE ASSOCIATION CONVENTION

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

APPOINTMENT TO ZONING HEARING BOARD

It was noted that there are now 2 positions available on the Zoning Hearing Board for one regular member and one alternate.

APPOINTMENT TO PARK & RECREATION BOARD

Motion: Vice Chairman Shambaugh made a motion to appoint Naomi Decker to the Park & Recreation Board for a 5-year term. **Seconded** by Supervisor Sprigg. The motion carried.

APPOINTMENT TO PLANNING COMMISSION

Motion: Chairman Lerew made a motion to reappoint Rob Edwards and Robert Yerger to 5-year terms on the Planning Commission. **Seconded** by Vice Chairman Shambaugh. The motion carried.

APPOINTMENT TO DAA

Motion: Chairman Lerew made a motion to reappoint Lynn Potts to the Dillsburg Area Authority. **Seconded** by Vice Chairman Shambaugh. The motion carried.

WAGES

Full Time Road Crew

Motion: Vice Chairman Shambaugh made a motion to set the wage for Ronald May at \$20.30 per hour and for Robert King at \$17.75 per hour for 2014. **Seconded** by Supervisor Decker. 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 Chairman Lerew. The motion carried.

Hourly Wages & Benefits for Working Supervisors

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

EMPLOYEE BENEFITS

It was noted that there are no employee benefits being requested.

SET DATES FOR SUPERVISORS MEETINGS FOR 2014

Motion: Chairman Lerew made a motion to set the Supervisors' meeting on the second Wednesday of each month beginning at 7:00 p.m. **Seconded** by Vice Chairman Shambaugh. Supervisor Decker stated that this should be subject to the engineer and solicitor being available on the motion carried.

ESTABLISH MILEAGE REIMBURSEMENT RATE

Motion: Chairman Lerew made a motion to set the mileage reimbursement rate as set by the IRS at 56¢ and to be modified at any time for 2014. **Seconded** by Vice Chairman Shambaugh. The motion carried.

DESIGNATE TOWNSHIP BANKS & DEPOSITORIES

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

SUPERVISOR LIAISONS

Road Department

Motion: Chairman Lerew made a motion to retain Vice Chairman Shambaugh as the Road Department Liaison. **Seconded** by Supervisor Decker. It was noted that Supervisor Sprigg would be interested if Vice Chairman Shambaugh wanted a break. The motion and second was withdrawn. **Motion:** Supervisor Decker made a motion to appoint Supervisor Sprigg as Road Department Liaison. **Seconded** by Chairman Lerew. The motion carried.

Administrative Department

Motion: Chairman Lerew made a motion to appoint Supervisor Decker as the Administrative Department Liaison. **Seconded** by Supervisor Sprigg. The motion carried.

CONVENTIONS, SEMINARS & MEETINGS HELD OUTSIDE THE TOWNSHIP OFFICE

County Convention

Motion: Vice Chairman Shambaugh made a motion that all Supervisors and Appointed Officials to attend the County Convention and Employees on a case by case basis. Also a reimbursement of fees, expenses and mileage and the meeting fee not to exceed \$50.00 for the Supervisors. **Seconded** by Supervisor Sprigg. The motion carried.

State Convention

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

Seminars

Motion: Vice Chairman Shambaugh made a motion that all Supervisors and Elected & Appointed Officials, Employees be able to attend seminars, to pay mileage, fees and expenses

with prior approval on a case by case basis. **Seconded** by Supervisor Decker. The motion carried.

Meetings Held Outside Township Office

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

SET TREASURER'S BOND

Motion: Vice Chairman Shambaugh made a motion to set the Treasurer's Bond at \$1,000,000.00 for 2014. **Seconded** by Chairman Lerew. The motion carried.

POLICY FOR PAYMENT OF BILLS

Motion: Vice Chairman Shambaugh made a motion that the current policy of paying the bills remains the same for 2014. **Seconded** by Supervisor Decker. It was noted that bills that are paid before a meeting should be included on the bill list. The motion carried.

RESOLUTION FOR ESTABLISHING CERTAIN FEES

Motion: Vice Chairman Shambaugh made a motion to adopt Resolution No. 1-2014 establishing certain fees with the exception of the filing fee for subdivision and land development plans. It was noted that KPI needs to be omitted. **Seconded** by Supervisor Holder. Vice Chairman Shambaugh amended his motion. There was discussion on other revisions. Vice Chairman Shambaugh withdrew his motion. **Motion:** Supervisor Holder made a motion to table the fee schedule resolution until the January 8, 2014 meeting. **Seconded** by Vice Chairman Shambaugh. The motion carried.

OTHER BUSINESS

It was noted that Supervisor Sprigg wants to go to the training for new Supervisors.

Motion: Supervisor Decker made a motion to approve the fee to send Supervisor Sprigg to the training. **Seconded** by Supervisor Holder. The motion carried.

Vice Chairman Shambaugh noted that the Roadmaster's computer has crashed and he needs a new one. The Roadmaster had taken his computer to Soho Computers and he was quoted with a price of \$569.00 for a new computer and \$100.00 for a used computer.

Motion: Vice Chairman Shambaugh made a motion to purchase a reconditioned computer from Soho at a cost of \$100.00. **Seconded** by Chairman Lerew. The motion carried.

Mr. Mike Ryan noted that there is a public safety issue regarding the school buses when there is bad weather and the township, specifically the road crew not being notified. A call will be placed to the school district.

EXECUTIVE SESSION

Supervisor Decker called for an executive session at 8:10 p.m. with no action to be taken.

Respectfully submitted,

Nancy E. Zentmeyer
Township Secretary