

**FRANKLIN TOWNSHIP
BOARD OF SUPERVISORS
WORKSHOP MEETING
August 20, 2014**

CALL TO ORDER

Present were Supervisors Donald Lerew, John Shambaugh, David Sprigg, and Naomi Decker. Also present were Secretary Nancy Zentmeyer. The meeting was called to order at 7:16 p.m. at the Township Municipal Building, 150 Century Lane, Dillsburg, York County, PA.

REVIEW OF EMERGENCY OPERATIONS PLAN

Mr. Laurin Fleming, Emergency Management Coordinator was present to review the draft copy of the EOP before the drill scheduled for September 13, 2014.

There are 3 parts of the plan; the first part which is the “Basic Plan” is the only part that is available to the residents. Up to page 5 are State standards. On page 8 under Organization & Assignment of Responsibilities-Command, Elected Officials – b. and c. need to be completed, with b. indicating how the township would operate if the township building was destroyed or damaged, and c. would indicate who is in charge. The EOC manager is Mr. Fleming and the PIO is currently Supervisor Decker. Other job titles were reviewed and briefly discussed along with the Operations section. On page 11 under Emergency Services Branch it was discussed that since the township does not have its own police, fire services but since the township shares with other municipalities there would be a coordinating with services. The Planning, Logistics, Finance & Administration Section were also briefly discussed. It was noted that the Finance & Administration Section works with FEMA.

The second part of the plan is the “Notification and Resource Manual” and this is not for public release because of names and telephone numbers that are on lists are confidential. On page 3 the list for critical personnel emergency notification it was suggested that Bob Shelly be added since he has the authority, through the UCC, to clear a building unusable if necessary. On page 7 the local emergency equipment listing is currently blank but Mr. Fleming is working with Chief Whitzel on this list. In regards to the available equipment resource listing it was suggested to put Rick Hoffman and Ron Miller on the list since they have excavating equipment that could be helpful. Mr. Hoffman asked about their equipment being insured. This will be checked into. It was noted that some of the National Guard units use Camp Tuckahoe and there could be a possibility of using some of their equipment.

The last part of this plan is “Checklists” and this is not for public release also. There are numerous checklists that were reviewed. On page 3 there is a Declaration of Disaster

Emergency that would need to be completed and then sent to York County. Pages 4 – 10 are to be completed by the person in charge. Pages 11 & 12 needs to be completed by everyone on what they have done, an activity log. Page 15 shows the layout of the EOC. Page 17 is the hour staffing log that FEMA requires. It was noted that it is usually a 12 hour shift. Page 21 through the end of the documents shows other positions and these were not reviewed at this time.

At this time Mr. Fleming reviewed how the drill will operate with the County being here. The time frame is 8:00 a.m. until 12 noon. Mr. Fleming stated that he should have an updated document for the Supervisors September 10 meeting so it can be approved.

QUALITY GREENHOUSE LAND DEVELOPMENT PLAN, AUTHORIZE ENGINEER TO REVIEW/INSPECT

It was noted that there is a lot of grading at the Quality Greenhouse site off of S. Mountain Road. It was also noted that the last plan that was before the Supervisors and approved in January 2013 has not been recorded. The township is seeking authorization from the Supervisors to have the township engineer review the land development plan and inspect the site. It was also noted that there are 3 ponds on the property with only one having a fence around it.

POLICE BUDGET

Supervisor Sprigg noted he was at the police meeting and the township will need to vote on the budget at their next police meeting. There is an increase of > 4% or \$11,800. It was suggested to make copies for the September Supervisors meeting so action can be taken.

QUALITY GREENHOUSE LAND DEVELOPMENT PLAN

Motion: Supervisor Decker made a motion to have the township engineer review and inspect the Quality Greenhouse Land Development Plan and to report back to the Board of Supervisors. **Seconded** by Vice Chairman Shambaugh. The motion carried.

OTHER BUSINESS

Rick Hoffman indicated that the immediate area around the township building lost power again and asked the Supervisors if they would contact Met Ed to see if they would change the line and to write a letter requesting this. It was suggested to contact Kim of Met Ed at the Dillsburg office

ADJOURNMENT

Motion: Supervisor Decker made a motion to adjourn the meeting at 8:30 p.m.
Seconded by Vice Chairman Shambaugh. The motion carried.

Respectfully submitted,

Nancy Zentmeyer, Township Secretary