

**FRANKLIN TOWNSHIP
BOARD OF SUPERVISORS
WORKSHOP MEETING
May 23, 2016**

CALL TO ORDER

Present were Supervisors John Holder, David Sprigg, Kevin Cummings, Michael Ryan and Naomi Decker. Also present was Secretary Nancy Zentmeyer. The meeting was called to order at 7:18 p.m. at the Township Municipal Building, 150 Century Lane, Dillsburg, York County, PA.

EMERGENCY OPERATIONS PLAN – LAURIN FLEMING

Mr. Fleming presented the EOP to the Supervisors for review. On page 9 of the Basic Plan under Q. the language stating “BOS shall approve the request before the request is made” was questioned. It was noted that this is confusing as how can a request be approved before it is requested. It was suggested to change the language. Under R. the last sentence “the township shall maintain financial resources available for disaster operations”. Is this something the township budgets for or is it a line of credit that can be drawn upon.

Mr. Fleming noted that he is planning a drill on September 17 with York County and would like the Supervisors and staff to attend. It was also noted that the internet is still needed at the EOC. There was discussion on either running a line from the EOC to the township building, having a hotspot or a wireless modem. It was suggested to add this to the Comcast agreement since it is coming up for renewal.

It was noted that the Notification and Resource Manual and Checklists are not subject to the Pennsylvania’s Right to Know Law.

There was discussion that an alternate EOC is needed. It was suggested to go to Franklinton Borough and use their facilities. There is an agreement between the township and borough but it is about 10 years old. Also discussed was keeping the records off site.

There will be a CERT class in either July or August. There is currently 27 member on the CERT team and 6 with the emergency management team. There are agreements with the surrounding municipalities, but these should be looked at again.

Mr. Fleming stated that they are looking at using a commercial kitchen instead of setting up a kitchen at the site. There would need to be a memorandum of understanding with whoever’s kitchen is used. It was suggested to look into Celebration Church.

Mr. Fleming also talked about NIMA with having a memorandum of understanding with them. It was noted that their legal aspects are weak.

Motion: Chairman Holder made a motion to have Mr. Fleming work with Solicitor Shaffer on the Memorandums of Understanding. **Seconded** by Supervisor Sprigg. The motion carried.

It was noted that in the event of an emergency that Mr. Fleming should proceed until the Supervisors can be reached.

MUNICIPAL MAP PUBLICATIONS

Information was received regarding the community map. It is noted that the map is paid entirely by the advertisements. The township needs to provide the township information. It takes approximately 6 months from start to finish. The township will provide a list of township businesses. The cost to the township is the postage to mail the maps to the township residents. Approximately an additional 400 maps will be provided to the township for new residents. It was asked if there is a cost for additional maps. The township needs to check with other municipalities who used Municipal Map Publications to see if they are satisfied with the company. This will be discussed again at the June meeting.

OTHER BUSINESS

Road Repairs

There was discussion on the Circle Drive culvert project and it was noted that a State permit is not required since the township is working with the State. The bids will be opened at the July 13 meeting. The original design was sent to the State shed and they are ok with it.

Mrs. Coulson had called regarding the draft from KPI and it was noted that the township will not be implementing anything from the draft.

Signs

It was noted that the Solicitor had researched the question regarding signs from the Supervisors May 11 meeting. It was so noted and Mr. Miller had been called regarding the Variance he wishes to submit for the sign he wants to install.

Conditional Use Hearing

It was noted that the applicant that has applied for a conditional use hearing on Water Street does need to go through with the hearing.

Chain of Command

Chairman Holder discussed the chain of command that needs to be followed. Vice Chairman Cummings discussed what had happened with the Park & Recreation Board

meetings. Issues need to be given to the Chairman and to maintain information provided regarding Century Lane Park to the Supervisors and Park & Recreation Board. With the email that was sent to the Park & Recreation Board members it was noted that this was a misunderstanding. Supervisor Ryan stated that he was accused of labor practices and intimidating the roadmaster. It was noted that he has requested tapes of the meetings for March, April and May along with the agenda sheets. Phone calls have been made to the Chairman of the Park & Recreation Board, but to date he has not heard back. After discussion it was decided that any more emails regarding the Park & Recreation Board be send to the Chairman only.

ADJOURNMENT

Motion: Supervisor Sprigg made a motion to adjourn the meeting at 8:28 p.m.
Seconded by Supervisor Ryan. The motion carried.

Respectfully submitted,

Nancy Zentmeyer
Township Secretary