

**FRANKLIN TOWNSHIP
BOARD OF SUPERVISORS
WORKSHOP MEETING
May 24, 2017**

CALL TO ORDER

Present were Supervisors David Sprigg, Kevin Cummings, Eric Stonesifer, and Naomi Decker. Also present was Secretary Nancy Zentmeyer. The meeting was called to order at 6:30 p.m. at the Township Municipal Building, 150 Century Lane, Dillsburg, York County, PA.

Chairman Cummings led the pledge of allegiance and gave the opening prayer.

EMPLOYEE HANDBOOK

The job descriptions were the next item to be discussed. It was noted that the job descriptions Mr. Yerger had prepared were adopted on January 14, 2015. It was noted that the individual names on the job descriptions need to be removed.

Supervisor Decker questioned the dental coverage. This will be looked into by Supervisor Stonesifer with the possibility of going with Blue Cross. It was also noted that PSATS is doing a cost analysis and contribution with regards to the pension plan.

ZONING REVISIONS

York County Planning Commission reviewed the zoning revisions the township had submitted and their comments were reviewed with the following changes.

1. Section 111, Definitions:
 - a. Home Occupation was accepted with their changes.
 - b. Accessory Dwelling Unit (Sections 111, 202, 203, & 317). This should read Granny Flat and it should read – “a suite attached to the primary dwelling unit on the lot, for occupation by the following members of the lot owner’s family” with #1-3 being ok. Also any place in the revision where it says Accessory Dwelling Unit it must be changed to Granny Flat. There was discussion that if a granny flat is detached it cannot be permanent and could also be used as a rental property.
2. Section 420, Home Occupations
A – J is acceptable and there are no changes. There is no more cottage industry.
3. Section 427, Granny Flats
YCPC has used Accessory Dwelling Units and it should read Granny Flats. Under D.2 this is to be omitted along with F. and H. Under G. end the paragraph after the word “rented”. There was discussion regarding the comment on having an annual

inspection of a property that has a Granny Flat to make sure it is not being rented, but it was decided not to go to that extent.

JOB DESCRIPTIONS

Under township secretary it was noted that when this job description was written the secretary was a salaried employee but is now paid an hourly rate, so the wording of “flexed in use” needs to be removed. There was also discussion on making the township hours from 8:00 a.m. to 4:30 p.m. with a half hour unpaid lunch.

FIRE BOXES

Fire Chiefs Whitzel and McClinlock were present to discuss the fire boxes that have been updated with the merger of the two companies. York County 911 needs to get the boxes implemented.

Motion: Chairman Cummings made a motion to adopt the fire boxes as submitted. **Seconded** by Supervisor Stonesifer. The motion carried.

It was noted that the fire companies are meeting the ISO ratings. Once the fire boxes have been submitted to the County the Township will receive a letter to sign off on the boxes.

ROAD IMPROVEMENT FEES

There was discussion on the road improvement fees with the recommendation Engineer Brath had given to the township. A flat rate is not appropriate or fair depending on what is needed to be done and that the township needs to evaluate each plan and to also have the engineer look at each road. This needs to be done on a case by case basis with both minor and major plans.

Motion: Chairman Cummings made a motion that the road improvement fees be set by the township engineer on a case by case basis. **Seconded** by Supervisor Stonesifer. Mr. Jonathan Stough was present to represent Mr. Lorin Stough and asked about the landowner securing estimates for having the work done in lieu of paying the fee. There was discussion on the inspection of the work being done or if the fee is paid is it earmarked for that section of the road that is on the plan or does it just go into the road improvement fund. The standard of what the engineer determines is what work is needed. There should be an itemized list of what is needed so the applicant is aware of the improvements. It was questioned who will be on site to inspect and the criteria for the road standards. The motion was withdrawn. It was noted that the Supervisors need Solicitor Shaffer and Engineer Brath’s advice before proceeding with a decision. Chairman Cummings tabled this item until the engineer is present.

WEBSITE

A spreadsheet was handed out showing the different website comparisons. It was suggested to go with either PSATS or Karks.com. There were questions regarding

PSATS with getting alerts or notifications on the website and is there support. It was questioned how is the township paying for this since it is not a budgeted item. Chairman Cummings noted that it can be taken from the general fund.

Motion: Chairman Cummings made a motion to go with Karks.com for the set-up of the website with the understanding that the funding for this year comes out of the savings accounts in the general fund and that for the following years it is a budgeted item. **Seconded** by Vice Chairman Sprigg. It was questioned how many are included in the training. It was noted 2. The motion carried.

BUILDING INSPECTOR

The township received 2 proposals for the position of building inspector – Land & Sea Services and Middle Department Inspection Agency.

Motion: Supervisor Stonesifer made a motion to have Land & Sea Services become the township building inspector. **Seconded** by Chairman Cummings. The motion carried.

USED EQUIPMENT – OUT ON BID

A list was received from Supervisor Ryan for used equipment to be put out for bid.

Motion: Supervisor Stonesifer made a motion to allow the used equipment to go for bid at Supervisor Ryan’s convenience. **Seconded** by Chairman Cummings. The motion carried.

ROADMASTER – WEIGHT LIMITS

Information had been received from the township engineer regarding road weight limits. It was suggested to wait until Supervisor Ryan comes back and/or the engineer until this is discussed. It was noted that there needs to be video proof before doing anything.

FENCING AROUND TOWNSHIP STONES

It was noted that there needs to be fencing around the township stones to keep children from playing on them and possibly getting injured. It was suggested to get fence sections that can be moved to accommodate the amount of stones delivered. The fence should be 6’ in height. It was suggested to check at Tractor Supply on the cost. This would be fencing similar to cattle fencing.

NEWSLETTER

It was decided to wait until the website is done.

ANY OTHER BUSINESS

The zoning officer talked about the road improvement fee with regards to flag lots and it was also noted that that the cost was done per foot.

ADJOURNMENT

Motion: Chairman Cummings made a motion to adjourn the meeting at 8:44 p.m.
Seconded by Vice Chairman Sprigg. The motion carried.

Respectfully submitted,

Nancy Zentmeyer
Township Secretary