

**FRANKLIN TOWNSHIP
BOARD OF SUPERVISORS
RE-ORGANIZATION MEETING
January 3, 2017**

CALL TO ORDER

Supervisor Cummings called the meeting to order at 7:02 p.m. The meeting was held at the Franklin Township Municipal Building, 150 Century Lane, Dillsburg, York County, Pennsylvania.

ROLL CALL

Present were Supervisors David Sprigg, Naomi Decker, Kevin Cummings, Eric Stonesifer and Michael Ryan. Also present was Secretary Nancy Zentmeyer. Visitors are listed on the attached sign-in sheet.

PLEDGE OF ALLEGIANCE AND PRAYER

Supervisor Cummings led the Pledge of Allegiance and gave the opening prayer.

APPOINTMENT OF TEMPORARY CHAIRMAN

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

APPOINTMENT OF CHAIRMAN

Motion: Supervisor Stonesifer made a motion to appoint Supervisor Cummings 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 Sprigg as Vice Chairman of the Board of Supervisors. **Seconded** by Supervisor Ryan. The motion carried.

APPOINTMENT OF SOLICITOR

Motion: Vice Chairman Sprigg made a motion to retain the firm of Schiffman, Sheridan, & Brown with Mr. Bret Shaffer as Township Solicitor at the rate of \$140.00 per hour. **Seconded** by Chairman Cummings. The motion carried.

APPOINTMENT OF ENGINEER

Motion: Supervisor Stonesifer made a motion to appoint Barton & Loguidice as Township Engineer for 2017 with the rates that were submitted. **Seconded** by Supervisor Ryan. The motion carried.

APPOINTMENT OF TRAFFIC ENGINEER

Motion: Supervisor Ryan made a motion to appoint Barton & Loguidice as traffic engineer for 2017 with the fees submitted. **Seconded** by Chairman Cummings. The motion carried.

APPOINTMENT OF SEWAGE ENFORCEMENT OFFICER

Motion: Chairman Cummings made a motion to appoint Vincent Elbel as SEO for 2017 contingent a hardcopy of the rates are submitted. **Seconded** by Vice Chairman Sprigg. The motion carried.

APPOINTMENT OF SECRETARY

Motion: Chairman Cummings made a motion to appoint Nancy Zentmeyer as Township Secretary for 2017. **Seconded** by Supervisor Ryan. The motion carried.

APPOINTMENT OF TREASURER

Motion: Supervisor Ryan made a motion to appoint Pam Williams as the Township Treasurer & Assistant Secretary for 2017. **Seconded** by Vice Chairman Cummings. It was noted that an executive session is needed for the rates of pay. The motion carried.

APPOINTMENT OF ROADMASTER

Motion: Supervisor Ryan made a motion to appoint Gary Ocker as the Township Roadmaster for 2017 as his current rate. **Seconded** by Supervisor Stonesifer. The motion carried.

APPOINTMENT OF EMERGENCY MANAGEMENT COORDINATOR & ASSISTANT EMERGENCY MANAGEMENT COORDINATOR

Motion: Supervisor Ryan made a motion to appoint Laurin Fleming as the Township's Emergency Management Coordinator for 2017 at the budgeted amount pay wage. **Seconded** by Chairman Cummings. The motion carried.

Motion: Chairman Cummings made a motion to appoint Larry Harbold as the Township's Assistant Emergency Management Coordinator for 2017 at the same rate of pay that is in the budget. **Seconded** by Supervisor Decker. The motion carried.

APPOINTMENT OF BCO

Motion: Chairman Cummings made a motion to appoint Nancy Zentmeyer as the BCO until the zoning officer gets trained and receives certification. It was decided to do the other appointments first and come back to this.

APPOINTMENT OF BUILDING INSPECTOR

Motion: Chairman Cummings made a motion to appoint Bob Shelly as the township's building inspector for 2017 with the rates submitted for the fee schedule. **Seconded** by Supervisor Stonesifer. The motion carried

APPOINTMENT OF ZONING OFFICER

Motion: Vice Chairman Cummings made a motion to appoint Brian Fahey as the Zoning Officer for 2017 at his current rate of pay. **Seconded** by Supervisor Ryan. The motion carried.

APPOINTMENT OF CODE ENFORCEMENT OFFICER

Motion: Chairman Cummings made a motion to appoint Brian Fahey as the Code Enforcement Officer for 2017 at his current rate of pay. **Seconded** by Supervisor Ryan. The motion carried.

APPOINTMENT OF BCO

Motion: Chairman Cummings made a motion to appoint Nancy Zentmeyer temporary BCO until the zoning officer is certified and to take over the position at his current rate. **Seconded** by Supervisor Decker. It was noted that the township will have 2 certified BCO's with the zoning officer as the primary. The motion carried.

APPOINTMENT OF VACANCY BOARD CHAIRMAN

Motion: Supervisor Stonesifer made a motion to appoint Page Shumaker as the Vacancy Board Chairman. **Seconded** by Supervisor Decker. The motion carried.

APPOINTMENT OF NORTHERN YORK COUNTY REGIONAL POLICE DEPARTMENT COMMISSIONER AND ALTERATE

Motion: Supervisor Ryan made a motion to appoint Vice Chairman Sprigg as the Northern York County Regional Police Department Commissioner. **Seconded** by Chairman Cummings. The motion carried. **Motion:** Chairman Cummings made a motion to appoint Supervisor Stonesifer as the Northern York County Regional Police Department Commissioner Alternate. **Seconded** by Supervisor Ryan. The motion carried.

APPOINTMENT OF DELINQUENT TAX COLLECTOR

Motion: Supervisor Ryan made a motion to appoint J.P. Harris Associates, Inc. as the Delinquent Tax Collector for 2017. **Seconded** by Supervisor Decker. The motion carried.

APPOINTMENT OF TOWNSHIP DELEGATES TO STATE ASSOCIATION CONVENTION

Motion: Supervisor Stonesifer made a motion to retain all Supervisors and Township Secretary as delegates to the State Association Convention. **Seconded** by Supervisor Ryan. The motion carried.

APPOINTMENT OF TOWNSHIP VOTING DELEGATE TO STATE ASSOCIATION CONVENTION

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

APPOINTMENT TO ZONING HEARING BOARD

Motion: Supervisor Ryan made a motion to appoint David Buckwash to a 3-year term on the Zoning Hearing Board. **Seconded** by Supervisor Stonesifer. There are 4 applicants who

submitted letters for Supervisor and they will be contacted. It was noted that the Alternate to the ZHB will be picked at a later date. The motion carried.

APPOINTMENT TO PARK & RECREATION BOARD

Motion: Chairman Cummings made a motion to appoint Donald Lerew and Mark Wenrich to the Park & Recreation Board for a 5-year term each. It was noted that the board is going to stay a 5 member board. **Seconded** by Supervisor Ryan. The motion carried.

WAGES

Full Time Road Crew

Motion: Chairman Cummings made a motion to increase Ron May's rate of pay 50¢ per hour and to increase Bob King's rate of pay \$1.00 per hour. **Seconded** by Vice Chairman Sprigg. It was noted that Mr. May has stepped up and taken over a lot of work from the Roadmaster and this is to close the gap for Mr. King. The upcoming work was briefly discussed. The motion carried.

Temporary Employees

Motion: Chairman Cummings made a motion to set the wage for Temporary Employees the same at \$15.00 per hour/\$18.00 per hour for snow plowing for 2017. **Seconded** by Supervisor Stonesifer. The motion carried.

EMPLOYEE BENEFITS

There are no new employee benefits at this time.

SET DATES FOR SUPERVISORS MEETINGS FOR 2017

Motion: Supervisor Stonesifer made a motion to set the Supervisors' meeting on the second Wednesday of each month beginning at 7:00 p.m. **Seconded** by Supervisor Ryan. The motion carried.

ESTABLISH MILEAGE REIMBURSEMENT RATE

Motion: Supervisor Stonesifer made a motion to set the mileage reimbursement rate as set by the IRS at 53.5¢ for 2017. **Seconded** by Vice Chairman Sprigg. The motion carried.

DESIGNATE TOWNSHIP BANKS & DEPOSITORIES

Mr. Lorin Stough stated that if the township went through a brokerage firm that they can handle the township's funds with the \$250,000.00 limit.

Motion: Chairman Cummings made a motion to retain Members 1st Federal Credit Union, ACNB, BB&T, and F&M as the Township's banks and depositories. **Seconded** by Supervisor Stonesifer. The motion carried.

SUPERVISOR LIAISONS

Road Department

Motion: Chairman Cummings made a motion to appoint Supervisor Ryan as the Road Department Liaison. **Seconded** by Supervisor Stonesifer. Supervisor Decker noted that

Supervisor Ryan is doing a great job since the Roadmaster has been off work. The motion carried.

Administrative Department

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

CONVENTIONS, SEMINARS & MEETINGS HELD OUTSIDE THE TOWNSHIP OFFICE

County Convention

Motion: Vice Chairman Sprigg made a motion to authorize 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 Ryan. The motion carried.

State Convention

Motion: Vice Chairman Sprigg made a motion to authorize 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 Ryan. The motion carried.

Seminars

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

Meetings Held Outside Township Office

Motion: Vice Chairman Sprigg made a motion to authorize all Supervisors, Appointed and Elected Officials attend meetings held outside the Township office and also all Employees with prior approval to attend meetings. **Seconded** by Chairman Cummings. The motion carried.

SET TREASURER'S BOND

Motion: Supervisor Ryan made a motion to set the Treasurer's Bond at \$1,000,000.00 for 2017. **Seconded** by Chairman Cummings. The motion carried.

POLICY FOR PAYMENT OF BILLS

Motion: Supervisor Stonesifer made a motion that the current policy of paying the bills remains the same for 2017. **Seconded** by Supervisor Ryan. Supervisor Ryan stated that it should be mandatory that bills should be a 30-day billing cycle. The motion carried.

RESOLUTION FOR ESTABLISHING CERTAIN FEES

Motion: Supervisor Ryan made a motion to adopt Resolution No. 1-2017 establishing certain fees for the township to operate with the two additional fees of charging \$500.00 for working without a building permit and the payment of mileage and compensation for recording documents at the courthouse. **Seconded** by Chairman Cummings. There was discussion on working without permits, such as driveways, septic systems etc. Addressed at

this time where certain streets in the township that cannot be parked on from November 15 until April 15 as this is in an ordinance adopted in 2001. Warnings will be given out and signs posted. The township will be talking with towing companies for a fair and reasonable rate. This is a safety measure and is not meant to be a hardship. It was questioned if exhibits C & E are adequate. It was so noted. The motion carried.

It was noted that at the next Carroll Township meeting a presentation will be given to firefighters and EMT's for saving a life of a borough resident. A recognition letter from Franklin Township will also be given.

EXECUTIVE SESSION

The Board of Supervisors went into executive session at 7:50 p.m. to discuss personnel wages with action to be taken.

The Board of Supervisors came out of the executive session at 8:11 p.m. with the following action taken.

WAGES

1. Township Treasurer

Motion: Chairman Cummings made a motion that the Township Treasurer's wage of \$18.50 per hour. **Seconded** by Supervisor Ryan. The motion carried.

2. Township Secretary

Motion: Chairman Cummings made a motion that the Township Secretary's wage of \$18.50 per hour with time paid for meetings attended as per federal mandates at 1.5 times the hourly rate. **Seconded** by Supervisor Stonesifer. The motion carried.

3. Working Supervisor

Motion: Vice Chairman Sprigg made a motion that the Board of Auditors keep the working pay rate of \$17.50 the same. **Seconded** by Supervisor Ryan. Chairman Cummings talked about the Roadmaster with his current condition and that Supervisor Ryan has been helping the road crew and is willing to work part time 2 times a week when needed and that this should be a factor in the Board of Auditors decision. There was discussion between the working pay for a Supervisor and snow plowing since the rates are different.

Motion: Vice Chairman Sprigg amended his motion to recommend \$18.00 per hour for a working Supervisor. **Seconded** by Supervisor Stonesifer. The motion carried.

Chairman Cummings suggested coordinating a letter for the firefighters being honored.

ADJOURNMENT

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

Respectfully submitted,
Nancy Zentmeyer, Township Secretary