

**FRANKLIN TOWNSHIP
BOARD OF SUPERVISORS
RE-ORGANIZATION MEETING
January 7, 2019**

CALL TO ORDER

Supervisor Cummings called the meeting to order at 7:00 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 were Secretary Teresa Adams and Treasurer/Alternate Secretary Pam Williams. 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

A motion was made by Supervisor Cummings to appoint Eric Stonesifer as Temporary Chairman.

Second by Supervisor David Sprigg.

The motion carried.

APPOINTMENT OF CHAIRMAN

A motion was made by Supervisor David Sprigg to appoint Eric Stonesifer as Chairman of the Board of Supervisors.

Second by Supervisor Kevin Cummings.

The motion carried.

APPOINTMENT OF VICE CHAIRMAN

A motion was made by Chairman Stonesifer to appoint Supervisor Kevin Cummings as Vice Chairman of the Board of Supervisors.

Second by Supervisors David Sprigg.

The motion carried.

EXECUTIVE SESSION

Chairman Stonesifer said there was an Executive Session prior to the Reorganization Meeting from 6:30 p.m. until 7:00 p.m. to discuss personnel matters, no decisions were made.

APPOINTMENT OF SOLICITOR

A motion was made by Supervisor Sprigg to retain the firm of Schiffman, Sheridan, & Brown with Mr. Bret Shaffer as Township Solicitor at the rate of **\$140.00** per hour.

Second by Vice Chairman Cummings.

The motion carried.

APPOINTMENT OF ENGINEER

A motion was made by Vice Chairman Cummings to appoint Barton & Loguidice as Township Engineer at an hourly rate of **\$150.00**.

Second by Chairman Stonesifer.

The motion carried.

APPOINTMENT OF TRAFFIC ENGINEER

A motion was made by to appoint Barton & Loguidice as traffic engineer at an hourly rate of **\$150.00**.
Second by Supervisor Ryan.
The motion carried.

APPOINTMENT OF SEWAGE ENFORCEMENT OFFICER

A motion was made by Vice Chairman Cummings to appoint Vincent Elbel as SEO for 2019.
Second by Supervisor Ryan.
The motion carried.

APPOINTMENT OF ALTERNATE SEWAGE ENFORCEMENT OFFICER

A motion was made by Vice Chairman Cummings to appoint Gary Morrow as Alternate SEO for 2019.
Second by Chairman Stonesifer.
The motion carried.

APPOINTMENT OF SECRETARY

A motion was made by Supervisor Sprigg to appoint Teresa Adams as Township Secretary for 2019 at an hourly rate of \$19.25.
Second by Supervisor Ryan.
The motion carried.

APPOINTMENT OF TREASURER

A motion was made by Supervisor Sprigg to appoint Pam Williams as the Township Treasurer & Assistant Secretary for 2019 at an hourly rate of \$21.75.
Second by Chairman Stonesifer.
The motion carried.

APPOINTMENT OF ROADMASTER

A motion was made by Vice Chairman Cummings to appoint Michael Ryan as the Township Roadmaster for 2019 at an hourly rate set by the Board of Auditors.
Second by Supervisor Sprigg.
The motion carried. Supervisor Ryan abstained from voting.

APPOINTMENT OF EMERGENCY MANAGEMENT COORDINATOR & ASSISTANT EMERGENCY MANAGEMENT COORDINATOR

A motion was made by Vice Chairman Cummings to appoint Laurin Fleming as the Township's Emergency Management Coordinator for 2019 at the budgeted wage.
Second by Chairman Stonesifer.
The motion carried.

A motion was made by Vice Chairman Cummings to appoint Larry Harbold as the Township's Assistant Emergency Management Coordinator for 2019 at the same rate of pay that is in the budget.
Second by Supervisor Ryan.
The motion carried.

APPOINTMENT OF BCO

A motion was made by Supervisor Sprigg to appoint Land and Sea Services as the BCO for 2019 at the current fee schedule.
Second by Chairman Stonesifer.
The motion carried.

APPOINTMENT OF BUIDLING INSPECTOR

A motion was made by Vice Chairman Cummings to appoint Land and Sea Services as the Building Inspector for 2019 at the current fee schedule.

Second by Supervisor Ryan.

The motion carried

APPOINTMENT OF ZONING OFFICER

A motion was made by Supervisor Ryan to appoint Land and Sea Services as the Zoning Officer for 2019 at the current fee schedule.

Second by Chairman Stonesifer.

The motion carried.

APPOINTMENT OF CODE ENFORCEMENT OFFICER

A motion was made by Supervisor Ryan to appoint Land and Sea Services as the Code Enforcement Officer for 2019 at the current fee schedule.

Second by Chairman Stonesifer.

The motion carried.

APPOINTMENT OF VACANCY BOARD CHAIRMAN

A motion was made by Supervisor Ryan to appoint Page Shumaker as the Vacancy Board Chairman.

Second by Chairman Stonesifer.

The motion carried.

APPOINTMENT OF NORTHERN YORK COUNTY REGIONAL POLICE DEPARTMENT COMMISSIONER AND ALTERNATE

A motion was made by Vice Chairman Cummings to appoint Supervisor Sprigg as the Northern York County Regional Police Department Commissioner.

Second by Chairman Stonesifer.

The motion carried.

A motion was made by Chairman Stonesifer to appoint Vice Chairman Cummings as the Northern York County Regional Police Department Commissioner Alternate.

Second by Supervisor Ryan.

The motion carried.

APPOINTMENT OF DELINQUENT TAX COLLECTOR

A motion was made by Chairman Stonesifer to appoint York Adams Tax Bureau as the Delinquent Tax Collector for 2019.

Second by Supervisor Ryan.

The motion carried.

APPOINTMENT OF TOWNSHIP DELEGATES TO STATE ASSOCIATION CONVENTION

A motion was made by Supervisor Sprigg to appoint any available Supervisors who wish to attend as delegates to the State Association Convention.

Second by Vice Chairman Cummings.

The motion carried.

APPOINTMENT OF TOWNSHIP VOTING DELEGATE TO STATE ASSOCIATION CONVENTION

A motion was made by Supervisor Sprigg to appoint the Township Secretary as the voting delegate to the State Association Convention.

Second by Supervisor Ryan.

The motion carried.

APPOINTMENT TO ZONING HEARING BOARD

A motion was made by Supervisor Sprigg to appoint Leonard McLaughlin to a 3-year term on the Zoning Hearing Board.

Second by Vice Chairman Cummings.

Discussion ensued on available training for the board members, it was discussed training was made available to all ZHB members but only 2 went. It was also discussed that while training is not mandatory it is beneficial to the board members to attend.

The motion did not carry, opposing were Supervisors Decker and Ryan, and Chairman Stonesifer

A motion was made by Supervisor Sprigg to appoint Tara Cornwall to a 3-year term on the Zoning Hearing Board.

Second by Supervisor Ryan.

The motion carried.

A motion was made by Supervisor Decker to appoint Leonard McLaughlin to a 3-year term as the Alternate on the Zoning Hearing Board.

Second by Chairman Stonesifer.

The motion carried.

APPOINTMENT TO PARK & RECREATION BOARD

A motion was made by Vice Chairman Cummings to appoint John Kuntz to the Park & Recreation Board for a 5-year term.

Second by Supervisor Ryan.

The motion carried.

WAGES

Full Time Road Crew

A motion was made by Vice Chairman Cummings to retain Ronald May as full-time Road Crew employee for the 2019 Calendar year at the hourly rate of \$22.07.

Second by Supervisor Sprigg.

The motion carried.

A motion was made by Chairman Stonesifer to retain Robert King as full-time Road Crew employee for the 2018 calendar year at the hourly rate of \$22.07.

Second by Supervisor Sprigg.

The motion carried.

Temporary Employees

A motion was made by Chairman Stonesifer to set the wage for Temporary Employees the same as the current rate of \$18.00 per hour for 2019.

Second by Supervisor Sprigg.

The motion carried.

EMPLOYEE BENEFITS

There was nothing to address on this topic.

SET DATES FOR SUPERVISORS MEETINGS FOR 2018

A motion was made by Vice Chairman Cummings to set the Supervisors' meeting on the Second Wednesday of each month beginning at 7:00 p.m.

Second by Chairman Stonesifer.

The motion carried.

ESTABLISH MILEAGE REIMBURSEMENT RATE

A motion was made by Chairman Cummings to set the mileage reimbursement rate as set by the IRS at 58¢ for 2019.

Second by Supervisor Stonesifer.

The motion carried.

DESIGNATE TOWNSHIP BANKS & DEPOSITORIES

A motion was made by Vice Chairman Cummings to retain Members 1st FCU, ACNB, M&T, BB&T and F&M as the Township's banks and depositories.

Second by Chairman Stonesifer.

The motion carried.

SUPERVISOR LIAISONS

Road Department

A motion was made by Supervisor Decker to appoint Supervisor Sprigg as the Road Department Liaison.

Second by Chairman Stonesifer.

The motion carried.

Administrative Department

A motion was made by Supervisor Sprigg to appoint Supervisor Ryan as the Administrative Department Liaison.

Second by Supervisor Decker.

The motion carried.

CONVENTIONS, SEMINARS & MEETINGS HELD OUTSIDE THE TOWNSHIP OFFICE

County Convention

A motion was made by Supervisor Sprigg to authorize all Supervisors and Appointed Officials to attend the County Convention using allocated funds for fees, expenses, mileage and the meeting fee upon BOS approval.

Second by Chairman Stonesifer.

The motion carried.

State Convention

A motion was made by Supervisor Sprigg to authorize all Supervisors and Appointed Officials to attend the County Convention using allocated funds for fees, expenses, mileage and the meeting fee upon BOS approval.

Second by Chairman Stonesifer.

The motion carried.

Seminars

A motion was made by Supervisor Sprigg to authorize all Supervisors and Appointed Officials to attend the County Convention using allocated funds for fees, expenses, mileage and the meeting fee upon BOS approval.

Second by Chairman Stonesifer.

The motion carried.

Meetings Held Outside Township Office

A motion was made by Supervisor Sprigg to authorize all Supervisors and Appointed Officials to attend the meetings held outside the Township office using allocated funds for fees, expenses, mileage and the meeting fee upon BOS approval.

Second by Chairman Stonesifer.

The motion carried.

SET TREASURER'S BOND

A discussion ensued on the current coverage amount of \$1 million being adequate funds. Treasurer Williams said the average total funds have been \$1.2 to \$1.4 million. Supervisor Ryan said the cost of road improvement projects will decrease this amount and the current bond of \$1 million should be adequate coverage. Treasurer Williams said the amount on deposit with Members 1st FCU is currently \$259, 000.00 and they are only federally insured up to \$250, 000.00 Treasurer Williams asked the BOS if they would like her to move the funds to another institution to be federally insured. Treasurer Williams said there will be items to be paid that will reduce the balance in the account and get it under the amount of insurance coverage.

A motion was made by Vice Chairman Cummings to set the Treasurer's Bond at \$1,000,000.00 for 2019.

Second by Supervisor Ryan.

The motion carried.

POLICY FOR PAYMENT OF BILLS

A motion was made by Supervisor Sprigg to approve and pay the bills at the BOS meeting for 2019.

Second by Supervisor Ryan.

The motion carried.

RESOLUTION FOR ESTABLISHING CERTAIN FEES

Fee Schedule Format – Old vs. New

A motion was made by Supervisor Sprigg to continue using the Old format of the Fee Schedule for 2019 once the approved IRS mileage rate has been corrected and any other corrections have been completed.

Second by Vice Chairman Cummings.

The motion carried.

Building Permit – New Format

A motion was made by Chairman Stonesifer to adopt the New Building Permit Application Format.

Second by Vice Chairman Cummings.

The motion carried.

Conditional Use Hearing Application

A motion was made by Chairman Stonesifer to adopt the CUH Application.

Second by Supervisor Sprigg.

Discussion ensued, Supervisor Decker asked how the boards are to know the information being provided on the application is true and accurate. Supervisor Decker said there needs to be a sworn statement added to the applications indicating the information is true and accurate and the applications should be tabled until the Township Solicitor is able to review them and insert the sworn statement.

Zoning Hearing Board Application

Tabled for review by the Township Solicitor.

Land Development Checklist

The BOS determined since this is an interoffice checklist it does not require Board approval.

Township Receipt

A motion was made by Chairman Stonesifer to adopt the updated Township Receipt.

Second by Vice Chairman Cummings.

The motion carried.

Miscellaneous Fees

Already included in the fee schedule.

Fee Schedule Resolution 2019-1

A motion was made by Supervisor Sprigg to adopt the Fee Schedule Resolution 2019-1 with corrections as needed.

Second by Chairman Stonesifer.

The motion carried.

OTHER BUSINESS

Dillsburg Area Authority Appointment

A motion was made by Supervisor Decker to appoint Lynn Potts as Franklin Township Representative to Dillsburg Area Authority.

Second by Vice Chairman Cummings.

The motion carried.

EXECUTIVE SESSION

No executive session was held at this time.

ADJOURNMENT 8:05 p.m.

A motion was made Chairman Stonesifer made a motion to adjourn the meeting at 8:05 p.m.

Second by Vice Chairman Cummings.

The motion carried.

Respectfully submitted,

Teresa M. Adams,

Franklin Township Secretary