

**FRANKLIN TOWNSHIP YORK COUNTY PA
BOARD OF SUPERVISORS
REGULAR MEETING MINUTES
December 12, 2018**

ROLL CALL

PRESENT:

Chairman Kevin Cummings
Vice Chairman David Sprigg
Supervisor Naomi Decker
Supervisor Michael Ryan

Solicitor Bret Shaffer
Engineer Phillip Brath
Secretary Teresa Adams
Supervisor Eric Stonesifer

ABSENT:

CALL TO ORDER:

The December 12, 2018 BOS Regular Meeting was called to order at 7:00 p.m. by Chairman Kevin Cummings. The meeting was held at 150 Century Lane, Dillsburg, PA. Visitors in attendance please see attached sign-in sheet.

PLEDGE OF ALLEGIANCE AND PRAYER

Pledge of allegiance and prayer were led by Chairman Cummings.

EXECUTIVE SESSION PRIOR TO THE BOS REGULAR MEETING

Chairman Cummings said there was an Executive Session held before the regular meeting to discuss staffing and no decisions were made during the session.

APPROVAL OF MINUTES

Budget Meeting Minutes October 30, 2018

A motion was made by Chairman Cummings to approve the minutes from the Budget Meeting as submitted.

Second by Supervisor Stonesifer.

Discussion: no discussion ensued.

The motion carried. Supervisor Decker abstained she was absent from this meeting..

BOS Regular Meeting minutes of November 14, 2018

A motion was made by Chairman Cummings to approve the regular meeting minutes.

Second by Vice Chairman Sprigg.

Discussion: discussion ensued about page 4 under New Business for "Review letters of consideration to fill PC vacancies" should be amended to read the BOS reviewed letters in an Executive Session.

The motion carried. Supervisor Stonesifer abstained, he was absent from this meeting.

BOS Conditional Use Hearing minutes of November 15, 2018

A motion was made by Chairman Cummings to approve the Conditional Use Hearing minutes as submitted.

Second by Vice Chairman Sprigg.

Discussion: no discussion ensued.

The motion carried. Supervisor Stonesifer and Vice Chairman Sprigg abstained, they were absent from this meeting.

BOS Continuation of Conditional Use Hearing minutes of November 26, 2018

A motion was made by Supervisor Stonesifer to approve the Continuation of Conditional Use Hearing minutes as submitted.

Second by Supervisor Decker.

Discussion: no discussion ensued.

The motion carried.

PUBLIC COMMENT

There wasn't any public comment at this time.

ORGANIZATION REPORTS

Police - Chairman Sprigg said he had nothing to report.

Fire - Chief McClintock reported the department responded to 56 calls in the month of November with a total of 533 calls YTD, 16 calls were for Franklin Township with a total of 117 YTD for the Township. The department participated in Trick or Treat in October, escorted NHS after their final band competition, participated in show and tell at one of the elementary schools and welcomed 2 new firefighters to the team, Seth Weary and Daniel McKinney . Both are currently in their probation period.

EMS – Advisory – Supervisor Ryan reported there was a total of 22 calls, 19 were handled by Geisinger and 3 were handled by outside sources.

DAA- a report was submitted. Recommendation was made by the Authority for the BOS to reappoint Lynn Potts to represent the Township at the meetings. Supervisor Ryan said he thinks the BOS should ask for report from DAA on the status of the water lines headed toward Franklinton.

Emergency Management- Laurin Fleming emailed he would not be in attendance due to his father-in-law not doing well, he is in hospice care due to terminal bone cancer. Secretary Adams ask that everyone support the family in their prayers.

Route 15 Transportation – Engineer Brath said there has been no communication with PennDOT on the upcoming project. Supervisor Ryan said detour signs routes have been assigned and approved. Engineer Brath said Representative Keefer’s office is aware of the situation.

Engineer’s Report- Engineer Brath submitted a report. Engineer Brath said Mrs. Miller needs to be contacted again about granting the Township with temporary easements to her property to allow work to be completed on the Township road at her property. Supervisor Ryan said without the easement the Township can not get grants for the road project.

Franklin Glen SWM – Solicitor Shaffer said a complaint is being drafted. Engineer Brath said he reached out to the Homeowners Association to let them know the complaint should be completed in the coming weeks.

APPROVAL AND PAYMENT OF BILLS

A motion was made by Supervisor Stonesifer to approve and pay the bills.

Second by Chairman Cummings.

Discussion: there was no discussion.

The motion carried.

TREASURER’S CORRESPONDENCE

Treasurers Report

A motion was made by Chairman Cummings to accept the Treasurers report as submitted.

Second by Supervisor Stonesifer.

Discussion: there was no discussion.

The motion carried.

Treasurers Memo

#1 EMC Wi-Fi and phone – Treasurer Williams said this is just information for the BOS.

#2 Township emails – Treasurer Williams said there are currently 8 email addresses, 4 are no longer Township Representatives. The current provider allows up to 10 email addresses any email addresses over 10 cost \$24.00 per email address, per month. Solicitor Shaffer explained to the audience why the need to separate Township email addresses from personal emails is important. He said in cases of legal action where the email is being requested for evidence if Township representatives are using personal emails then their personal information is subject for review as well as any Township information in those emails.

A discussion ensued to have each Chairman of each Board have the “pa.net” address and create a free email account such as google or g-mail as a designated Township email. It was further discussed that it’s not mandatory to have an email account if the Township representatives don’t currently have an email address.

#4 Road improvement fund – Treasurer Williams said the balance in the current account for this fund is over the federally insured amount and ask permission from the board to move the amount over the insured limit to another financial institution to be insured.

#3 Seasonal Mowing Positions – Treasurer Williams said Supervisor Ryan asked to have the seasonal mowing salary included in her memo for information only. She submitted the salary based on a rate of \$15.00 per hour for 36 hours, per week before taxes as \$540.00 per week and the annual salary as \$14,040.00.

BCO REPORT

A report was submitted.

ZONING OFFICER'S REPORT

A report was submitted.

#7 Buildings under 1,000 square feet required to complete SWM worksheet – discussion ensued on the topic to have residents complete the worksheet for SWM for buildings under 1,000 square feet. Chairman Cummings and Vice Chairman Sprigg agreed this step is not necessary in the process for submitting the building application.

SUBDIVISION AND LAND DEVELOPMENT

Goda/Fleming – A letter was received by the BOS for a plan withdrawal and a letter is to be sent to both parties to notify them the BOS accepts their formal request to withdrawal the plan submission.

A motion was made by Chairman Cummings to accept the letter of withdrawal submitted for the Goda/Fleming subdivision plan.

Second by Vice Chairman Sprigg.

Discussion: there was no discussion.

The motion carried.

Eichelberger Subdivision plan review – waiver requests

A motion was made by Chairman Cummings to grant a waiver when the development fronts a public road, the Township shall require the developer to improve the roadway to meet minimum cartway requirements. (Section 4.101.C.2.b)

Second by Supervisor Stonesifer.

Discussion: there was no discussion.

The motion carried.

A motion was made by Chairman Cummings regarding Lot 2 the stormwater management plan is required prior to approval of the plan. (Section 316.A.14/506) to defer the requirement prior to approval of a building permit.

Second by Supervisor Stonesifer.

Discussion: there was no discussion.

The motion carried.

A motion was made by Chairman Cummings that property monuments shall be installed in accordance with Section 500.A, conditional upon monument placement in right of way required by Engineer.

Second by Supervisor Stonesifer.

Discussion: there was no discussion.

The motion carried.

Williams Subdivision Plan – PC recommends approval contingent upon conditions – No action taken by BOS.

A motion was made by Chairman Cummings to table this plan until BOS Regular Meeting on January 9, 2019.

Second by Supervisor Decker.

Discussion: there was no discussion.

The motion carried.

Sturbridge Subdivision/Land Development Plan – discussion ensued on the court decision received by the Township. It was discussed this plan is out of litigation and should be placed back on a time line beginning November 30, 2018. (5-year time line)

MUNICIPAL REPORTS

Solicitor—Solicitor Shaffer requested an Executive Session to discuss the Elicker case and Franklin Glen file.

Road Master-Supervisor Ryan reported: Detours in place for Route 194 and Route 15 projects.

Water Street road project – need to contact Mrs. Miller again about granting Township easement agreement to property for completion of road project.

Parks & Rec- The P&R Board would like all completed work orders signed by the Roadcrew Liaison, David Sprigg.

County Line Road – Supervisor Ryan said there are issues with the project due to the disturbance outside the work area.

NEW BUSINESS

2019 Budget – **A motion** was made by Chairman Cummings to approve the 2019 Budget.

Second by Supervisor Stonesifer and Vice Chairman Sprigg.

Discussion: there was no discussion.

The motion carried.

BOA appointment to fill vacancy – **A motion** was made by Chairman Cummings to appoint John Westbrook to the Board of Auditors to fill a vacancy with a term ending on December 31, 2019.

Second by Vice Chairman Sprigg.

Discussion: it was discussed that the new appointee needs to be sworn in to office at DJ Thomas' office prior to January 3, 2019.

The motion carried.

Recycle Center Closure – **A motion** was made by Chairman Cummings to accept the letter from the Recycle Center Coordinator to close the center effective January 5, 2019 and to send a letter of appreciation to all the volunteers who have participated in running the center.

Second by Supervisor Stonesifer.

Discussion: there was no discussion.

The motion carried.

A motion was made by Chairman Cummings for the Township to pay to advertise or reimburse the fee to advertise the closing of the Recycle Center.

Second by Supervisor Stonesifer.

Discussion: there was no discussion.

The motion carried.

BOS Re-org packets were distributed with the Regular meeting packets for BOS review.

Year End Reports were submitted for the following: ZHB, BCO, P&R, PC, CUH.

A motion was made by Chairman Cummings to accept the year end reports as submitted.

Second by Supervisor Stonesifer.

Discussion: there was no discussion.

The motion carried.

Conditional Use Hearing Case #2019-1 was set for January 9, 2019 at 6:30 p.m.

OLD BUSINESS

Employee Handbook- **A motion** was made by Vice Chairman Sprigg to adopt Resolution 2018-5, repealing and replacing Resolution No. 7-2011, which adopted the Employee Handbook Resolution.

Second by Chairman Cummings.

Discussion: there was discussion on the harassment section of the handbook. Supervisor Decker said she had concerns to its content. Supervisor Stonesifer said the section is needed to protect the Township in instances where a lawsuit is brought against the Township.

The motion carried.

630 Capitol Hill Road – property is now for sale, nothing further on the complaint regarding no building permit.

Hoffman mylar signing – Supervisor Ryan said the mylar was submitted after the paper copy of the plan and isn't recorded at the courthouse but should be kept at the Township office and should be signed by the BOS Chairman.

CORRESPONDENCE

No correspondence was received.

PUBLIC COMMENT

Ken Swomley – Mr. Swomley asked the BOS if they could please install reflectors at the roads intersecting with Rt. 15 as it is difficult to see where to turn onto the roads at night time.

Kathleen Gingrich – Mrs. Gingrich said she is concerned the BOS did not treat her fairly when dealing with her SWM plan. She said she did not receive the same consideration as other plans. A discussion ensued with Supervisor Ryan and Chairman Cummings explaining that the same consideration was given to her plan as others.

Nancy Rohrbaugh – Mrs. Rohrbaugh asked to place an announcement on shared gardening on the Township website. The BOS said she needs to go back to P&R board and send recommendation up thru them.

Mr. Swomley spoke about the Chesapeake Bay SWM plan for York County. The BOS said they are aware of it and have sent a letter in opposition.

Chairman Cummings said he will be stepping down in 2019 from Chairman.

EXECUTIVE SESSION

The BOS went into Executive Session at 10:00 p.m. and came out of Executive Session at 10:42 p.m.

ADJOURNMENT 10:45 p.m.

A motion was made by Chairman Cummings to adjourn.

Second by Supervisor Ryan.

The motion carried.