

**FRANKLIN TOWNSHIP YORK COUNTY PA  
BOARD OF SUPERVISORS  
REGULAR MEETING MINUTES  
March 13, 2019**

**ROLL CALL**

**PRESENT:**

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

Solicitor Bret Shaffer  
Engineer Phillip Brath  
Secretary Teresa Adams

**ABSENT:**

**CALL TO ORDER:**

The March 13, 2019 BOS Regular Meeting was called to order at 7:00 p.m. by Chairman Eric Stonesifer. 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 was led by Chairman Stonesifer and prayer was led by Supervisor Sprigg.

**EXECUTIVE SESSION**

Chairman Stonesifer said an Executive Session was held February 27, 2019 for legal matters involving the Elicker case.

**APPROVAL OF MINUTES**

**BOS Conditional Use Hearing Minutes from February 13, 2019.**

**A motion was made by** Vice Chairman Cummings to approve the minutes.

**Second by** Supervisor Sprigg.

**Discussion:** There was no discussion.

**The motion carried.**

**BOS Regular Meeting Minutes from February 13, 2019**

**A motion was made by** Vice Chairman Cummings to approve the minutes.

**Second by** Chairman Stonesifer.

**Discussion: Supervisor Decker said she asked Secretary Adams to change the wording for the Module on Williams, page 4, pertaining to the Resolution.**

**The motion carried.**

**PUBLIC COMMENT**

Franklintown Borough Mayor, James Adams was present to speak about a request to use Roadmaster Mike Ryan to assist with overseeing some of the road projects the Borough has coming up. Roadmaster Ryan is certified and has knowledge in the area of repairing and maintaining Low Volume and Dirt Roads the Borough is requesting to have Roadmaster Ryan assist with their projects and use his certification to secure a Grant that is available to the Borough to offset the cost of the road projects. The Borough has 4 stone alleys that are in need of re-stoning and/or repaving; Cabin Hollow Road and Route 194/Baltimore Road do not qualify. Discussion ensued with questions pertaining to completion of paperwork for the Grant, Supervisor Ryan explained his duties pertaining to overseeing the project, questions were raised about workers compensation, is coverage provided by the Township or Borough. Solicitor Shaffer said the certification follows Supervisor Ryan as an individual and the Borough would pay the Township then the Township pays their Roadmaster. Solicitor Shaffer said that Townships do a "Memorandum of Understanding" with each other and set terms of payment, allocate liability, set a time table and set parameters of the project. Supervisor Decker said she had concerns if the work done isn't correct then the materials would have to be removed and replaced correctly and that could come back on the Township. Supervisor Decker said she had liability concerns on the overall project falling on the Township and costing the taxpayers additional money. Supervisor Decker said liability is the biggest reason she is not in favor of working together with other Municipalities. Solicitor Shaffer said the

Township can evoke a hold harmless clause in the Memorandum of Understanding. Supervisor Ryan said he would oversee work being completed only and it would not interrupt the Townships road project schedule. Vice Chairman Cummings said he doesn't want mistakes to come back on the Township, work in the Township has to come first, Roadmaster should be paid his full benefits package when figuring pay schedule and a mutual agreement between the Township and Franklinton Borough should be drawn up. Solicitor Shaffer said he can work on a draft agreement, Vice Chairman Cummings asked who will be paying for draft agreement. Mayor Adams said the Borough could pay for 2 hours to complete draft agreement.

**A motion was made by** Vice Chairman Cummings to have Solicitor Shaffer proceed exploring and preparing a draft agreement including concerns of liability and costs.

**Second by** Chairman Stonesifer.

**Discussion:** There was no further discussion.

**The motion carried with Supervisor Decker opposed.**

## **ORGANIZATION REPORTS**

**Police** - Chairman Sprigg said there were:

- 2 terroristic calls
- 14 suspicious calls
- 10 Ambulance assists
- 1 fire
- Several motorists assist
- 46 Traffic stops
- 126 total calls for the month
- 86 Township calls

**Fire** - Chief McClintock reported the department responded to:

- 47 incidents
- 86 year to date
- 5 calls in Franklin Township
- 12 calls in Franklin Township year to date
- Thermal infrared cameras were received, several municipalities went together to purchase them; they are used in search and rescue.
- HIPA training coming up.
- DCNR grant received in the amount of \$30,152.00
- Brush truck update; radios have been installed, lettering has been removed for new paint to be applied; paint will be done by Blazer's Body Shop beginning 3/18/2019

**EMS – Advisory** – the next meeting is scheduled for March 15, 2019.

**DAA-** a report was submitted.

**Emergency Management-** Cert flyers to be circulated, copies were handed out to the BOS. Laurin Fleming said the purpose of this class is to train citizens how to be short term workers during disasters. Class scheduled for late June to mid-July. Mr. Fleming said he has 3 individuals scheduled for a search and rescue class in June at the Penn State – Mount Alto campus.

**Route 15 Transportation – No report submitted.**

**Engineer's Report-** Engineer Brath submitted a report.

## **APPROVAL AND PAYMENT OF BILLS**

**A motion** was made by Vice Chairman Cummings to pay the bills.

**Second** by Supervisor Sprigg.

**Discussion:** Supervisor Decker said she had a question about 1 invoice from Interstate Towing and Recovery to tow a plow truck out of the mud. Supervisor Ryan explained the incident happened when the truck slid off the road due to a slick spot on the road during the last winter storm. Supervisor Ryan said there was a discussion with the employee and the incident was handled.

**The motion carried.**

## **TREASURER'S CORRESPONDENCE**

### **Treasurers Report**

**A motion** was made by Vice Chairman Cummings to approve the Treasure's Report.

**Second** by Chairman Stonesifer.

**Discussion:** there was no discussion.

**The motion carried.**

### **Treasurers Memo**

**Item #5:** Request to purchase Quick Books Update.

**Motion was made by** Vice Chairman Cummings to approve the purchase of the latest Quick Books Update.

**Second by** Supervisor Decker.

**Discussion:** There was no discussion.

**The motion carried.**

**Item #3 –** Waste Management refund was received.

**Item # 2 –** Request to move funds and open new account at a new bank to ensure balances meet the Federally Insured funds guidelines.

**A motion was made by** Vice Chairman Cummings to allow the Treasurer to open an account at First National Bank and all current BOS members and the Treasurer as authorized signers on the account.

**Second by** Chairman Stonesifer.

**Discussion:** There was no discussion.

**The motion carried.**

**Item #1 –** Newsletter; the cost for 2018 was provided to the BOS.

Sewage files – Supervisor Ryan said there is a file cabinet at the rear of the meeting room which contains septic files that were stuffed into file folders which should be kept with the property address files in the Secretary's office and not separately. Supervisor Ryan said it will be a major undertaking to combine the files and should begin as soon as possible. Supervisor Ryan said additional file space may be needed in the Secretary's office.

## **BCO REPORT**

A report was submitted.

## **ZONING OFFICER'S REPORT**

A report was submitted.

DEP complaint received on a commercial apartment complex. Supervisor Ryan and Zoning Officer Slothour visited the property, Zoning Officer Slothour is UCC state certified for inspections which allows him, upon request, to conduct onsite inspections. A call was placed to the property owner who put Supervisor Ryan and Zoning Officer Slothour in touch with the property manager who set an appointment to complete a thorough site visit. The SEO also did an inspection. A letter was sent regarding items that should be completed and items that will be completed to be in compliance. Supervisor Ryan said permits are needed for the work that needs to be completed, the property owner is aware that permits are needed and will be in to the Township office to apply for and get the necessary permits. Solicitor Shaffer said there is an appeals board available should the property owner want to dispute the findings of the onsite inspection. Vice Chairman Cummings asked what capacity Supervisor Ryan was acting upon when he did these inspections. Supervisor Ryan said he went as a representative of the Township as requested by the Zoning Officer.

## **SUBDIVISION AND LAND DEVELOPMENT**

**Heavenwood Farms** request for reduction in Security requirements.

**A motion was made by** Chairman Stonesifer to release the cost of \$40,582 as indicated in the letter and spread sheet submitted by the Township Engineer.

**Second by** Vice Chairman Cummings.

**Discussion:** Supervisor Decker asked if the bond would increase as the cost of construction increases. Engineer Brath said yes, if additional work is needed then the bond would need to be increased.

**The motion carried.**

**PC draft copies of minutes** were submitted to the BOS for review. The Supervisors agreed they would like to see draft copies but not necessarily as part of the BOS Agenda items just for information to know what's happening at the PC level.

**A discussion ensued on Zoning ordinances** that were given to the PC for refining but have been tabled and not worked as the PC wants specific guidance from the BOS on what work is to be completed on the ordinances given to them. Supervisor Ryan said one of the ordinances affects him directly and he is waiting on a decision to know what direction to follow. Engineer Brath said a committee could be formed to fix the zoning ordinances. Supervisor Decker said she didn't agree with creating a committee to fix the zoning ordinances. Solicitor Shaffer said the PC should focus on what zones there are, how big they are, historical uses and do the current boundaries make sense. Vice Chairman Cummings said the PC needs to start with the "low lying fruit", beginning with Livestock in Residential Area, flag lots, finalize Granny Flats and review other municipalities ordinances to see how they are written and get ideas.

**Josephine Patton letter request.** Solicitor Shaffer said the Patton's received a parcel that belonged to Mr. Patton's parents that was to become an add-on to their parcel. The Patton's didn't have a deed of consolidation drawn up until just this past year and now they are requesting the Township draft a letter stating they have complied with the subdivision plan and the Tax Assessment Office can combine their 2 tax bills. Solicitor Shaffer said he would like to ask the BOS to make a motion to write the letter requested by the Patton's. Vice Chairman Cummings said he would like to discuss this matter in Executive Session. Solicitor Shaffer said the BOS does need to take action on this matter in Executive Session.

## **MUNICIPAL REPORTS**

**Solicitor-**

**Paradise Township;** Solicitor Shaffer said issue will be discussed in Executive Session to decide on action to take.

**Conditional Use Decision;** Solicitor Shaffer said he circulated the draft decision for McCreary Conditional Use Hearing held last month which needs to be signed and mailed.

**Elicker Case;** Solicitor Shaffer said the BOS will discuss the case during Executive Session.

**Road Master-**Supervisor Ryan reported the following:

**Greenhouse Road** notices going out for detour due to road project beginning. Supervisor Ryan said 2 specialty signs will be ordered for the detour route, Greenhouse Road will be closed at Pine Street which is Carroll Township and at Mountain Road to avoid traffic flow and having to turn around.

**Parks;** Supervisor Ryan said they are scheduled to open on time, testing is scheduled, trash cans are in place and repairs are being completed.

**Part-time Seasonal help;** Supervisor Ryan said they will be in Friday, March 15, 2019 to complete necessary paperwork and have orientation.

**Salt and anti-skid;** Supervisor Ryan said the Township has received 8 loads of salt and 10 loads of anti-skid which is over budget for the season. Supervisor Ryan said the Township is required to keep 50 ton of material on hand, the Township has 120 ton of material in stock, which was the amount on hand at the beginning of the season.

**Shop lock replacement;** Supervisor Ryan said the locks in the shop need replaced, some have no keys for the locks. Supervisor Ryan said pictures were submitted to Duty's Locks and a quote was submitted for the replacement cost. Supervisor Ryan said P&R is going to need locks and door jam on the garage at Ponderosa

Park the only lock on the garage is a dead bolt. Supervisor Ryan said locks were not priced for this as P&R will need to make a determination on this.

**A motion was made by** Chairman Stonesifer to purchase and install the locks for the shop.

**Second by** Vice Chairman Cummings.

**Discussion:** There was no discussion.

**The motion carried.**

**Parks & Rec-** Minutes were submitted.

Supervisor Ryan said supplies are low for parks, trash can liners are low. Supervisor Ryan asked if a decision was made on purchasing a mower. Discussion ensued on getting information out to the P&R committee and the duties of the P&R secretary. Discussion continued on the purchase of a mower and the P&R committee's financial status for such a purchase.

## **NEW BUSINESS**

**York County Hazard Mitigation Plan;** Solicitor Shaffer said the Resolution doesn't put any requirements on the Township to implement anything, the Township is recognizing this as York County's Plan and the Township is eligible for the federal funds.

**Motion was made by** Chairman Stonesifer to adopt Resolution 2019-4 acknowledging York County's Hazard Mitigation Plan.

**Second by** Supervisor Ryan.

**Discussion:** There was no discussion.

**The motion carried.**

**Newsletter;** the BOS said there weren't any new changes in the Township since the last newsletter was published so there is no need to publish a newsletter in 2019.

## **OLD BUSINESS**

There was no old business at this time.

## **CORRESPONDENCE**

**Fire and EMS authorized signer(s);**

**A motion was made by** Vice Chairman Cummings that the BOS Chairman be the authorized signer for both Fire and EMS.

**Second by** Chairman Stonesifer

**Discussion;** There was no discussion.

**The motion carried.**

**Tax Sale, 612 Range End Road, Lot 1** accept offer of \$500 as the purchase price to have property entered back on tax roll.

**A motion was made by** Chairman Stonesifer to accept the offer submitted by Mrs. Lau to purchase property at 612 Range End Road, Lot 1 to have the property entered back on the tax roll.

**Second by** Vice Chairman Cummings.

**Discussion:** There was no discussion.

**The motion carried.**

## **PUBLIC COMMENT**

**Terry Hoffman, 120 Century Lane;** Mrs. Hoffman asked when Supervisor Ryan is acting as representative for the Township how is he being paid, as a working Supervisor or something else. Discussion ensued on the breakdown of Supervisor Ryan's pay rate/schedule, the time he spends representing the Township versus his time spent as Roadmaster.

**EXECUTIVE SESSION**

The BOS went into Executive Session 9:00 p.m.

The BOS came out of Executive Session at 9:30 p.m.

**A motion was made by** Chairman Stonesifer to have Solicitor Shaffer draft a letter to the York County Tax Assessor for Josephine Patton to combine the Patton's property.

**Second by** Vice Chairman Cummings.

**Discussion;** There was no discussion.

**The motion carried.**

**ADJOURNMENT 9:36 p.m.**

**A motion** was made by Chairman Stonesifer to adjourn.

**Second** by Chairman Stonesifer.

**The motion carried.**

Respectfully submitted,

Teresa M. Adams, Secretary