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**FRANKLIN TOWNSHIP YORK COUNTY PA
BOARD OF SUPERVISORS
REGULAR MEETING MINUTES
APRIL 14, 2021**

ROLL CALL

PRESENT: Vice Chairman Brian Galbraith
Supervisor Naomi Decker
Supervisor David Buckwash
Supervisor David Christensen
Solicitor Bret Shaffer
Engineer Phillip Brath
Secretary Kerri J. Smith
Treasurer/Asst. Secretary Pamela Williams

ABSENT: Chairman Mark Wenrich

CALL TO ORDER:

The April 14, 2021, Franklin Township Board of Supervisors (BOS) Meeting was called to order at 7:10 p.m. by Vice Chairman Brian Galbraith. The meeting was held via Zoom and in person at 150 Century Lane, Dillsburg, PA. Visitors in attendance are listed on the meeting sign-in sheet.

PLEDGE OF ALLEGIANCE AND PRAYER

Pledge of Allegiance and Prayer was led by Vice Chairman Brian Galbraith.

APPROVAL OF MINUTES

A motion was made by Supervisor David Buckwash to approve the March 10, 2021, BOS Regular Meeting Minutes.

Second by Supervisor Naomi Decker.

Discussion: There was no discussion.

All in favor. The motion carried.

ENACTMENT OF ZONING AMENDMENT

Solicitor Shaffer discussed Ordinance No. 2021-1, an Ordinance amending the Franklin Township Zoning Ordinance (Ordinance No. 2006-1, as amended) to replace the definition of "Land Development" (Subsection 111.C, definitions), add a new Subsection 301.I, pertaining to Accessory Structure Setbacks and to amend Subsection 424.E.3 to reduce Cartway Setback on Flag-lot Residences. There was no public comment from anyone in the audience or on the Zoom call. The Amendment had been advertised twice in the Dillsburg Banner as required and this hearing was to hear any concern or additional comments from any residents and to enact the zoning amendment.

A motion was made by Supervisor David Christensen to adopt Zoning Ordinance No. 2021-1.

Second by Supervisor David Buckwash.

Discussion: There was no discussion, and there were no public comments made.

All in favor. The motion carried.

PUBLIC COMMENT

A. Kathleen Gingrich introduced herself to the newer Supervisor's on the Board. Kathleen discussed the recent fire that took place on March 14, 2021 on South Mountain Road. She commended the fire departments, firefighters and DCNR for a job well done on getting the fire under control. She discussed the increased construction on South Mountain by way of the 2018 amendments to the Zoning Ordinance which significantly increases the risk of fire by human error and/or acts of God and thereby places the residents and the homes built on South Mountain and/or at the bottom of South Mountain at increased risk of harm. She had several suggestions that she hoped the BOS would consider. Two of those were, 1) amend the Zoning Ordinance to divide Franklin Township into two separate steep slope zones; and 2) support the Fire Department with funding equipment purchases, training, recruitment efforts and operational costs.

Another resident, Wayne Kober voiced his concerns regarding the March 14th fire as well as the need to revisit and reevaluate the Steep Slope Zoning Ordinance. He was against the Ordinance when it was last

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amended and still is against it. He offered his assistance should the BOS decide to reevaluate the Steep Slope Ordinance and rewrite it.

B. **KEEPPABEAUTIFUL** –Stephanie Larson, Program Director of KEEPPABEAUTIFUL contacted the Township office requesting BOS support of the adoption of Range End Road. Keep Pennsylvania Beautiful would provide the recognition sign and have it shipped directly to the Township. The organization was asking the Township to support the adoption by providing the signpost, installing the sign, and providing trash disposal. The adoption group, Harrisburg Sai Seva Samithi, would provide their own cleanup supplies and follow the Keep Pennsylvania Beautiful Adoption Program protocol at all times, which includes requiring participants to sign volunteer waiver/parental consent forms before each cleanup and reviewing and following safety guidelines. The organization requires two coordinated cleanup efforts per year. Discussion ensued between the Supervisors and Solicitor regarding a Resolution for this motion, and Solicitor Shaffer stated a verbal Resolution could be made to approve the cleanup on Range End Road within the border lines of Franklin Township.

A motion was made by Supervisor David Christensen and then amended by Supervisor David Buckwash to adopt verbal Resolution No. 2021-3 for KEEPPABEAUTIFUL to clean up Range End Road from Rte. 15 to Rte. 15 within Franklin Township limits and for the road crew to provide the signpost, safety signs and trash cleanup assistance, as necessary.

Seconded first by Supervisor David Buckwash and then the amended was seconded by Supervisor David Christensen.

Discussion: Supervisor Naomi Decker wanted to make sure that the cleanup taking place on Range End Road would be within Franklin Township limits, not Carroll Township. They are to notify the Township office of the clean-up dates when determined. There was no further discussion.

All in favor. The motion carried.

ORGANIZATION REPORTS

Police –

A written report was submitted for February 2021 as well as the March 2021 activity report. Supervisor David Buckwash noted the large area covered by the Police.

Fire –

A written report was submitted for March 2021.

EMS –

A written report was submitted for March 2021.

DAA –

A written report was submitted for February 2021.

Emergency Management-

No written report was submitted.

Route 15 Transportation –

No written report was submitted. An email was received from Hempt Bros., Inc. with advance notice of implementation of a detour of County Line Road to SR15 NB and SB beginning on 4/21/2021 through approximately 6/4/2021. Discussion ensued regarding the detours and how it would affect the Township. No action taken.

Engineer's Report-

A written report was submitted for March 2021.

PENNDOT Traffic Signal Maintenance Updates—Engineer Brath noted that the only signal within the Township is located at South Mountain Elementary. Discussion ensued regarding the agreement with PERCS. Secretary Kerri Smith is to reach out to Northern York School District to obtain a copy of the agreement with PERCS for review and to have for the Township records. No action needed at this time.

Heavenwood Sewage Planning Module Resolution—Engineer Phil Brath and Engineer Chris Hoover gave an overview of the property located at Lot 1 on Union Church Road. Engineer Hoover had stated that there was no residence on the lot therefore no street address had been assigned to the lot just yet. Land and Sea Services will assign the address once the building permit and associated documents have been

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submitted to the Township Office. Michael and Stephanie Spiece now want to build a home on the lot and need to have the sewage module installed and the septic system inspected by the Township SEO, Gary Morrow. The module needs a Resolution to finalize it for forwarding to the DEP.

A motion was made by Supervisor David Buckwash to adopt Resolution No. 2021-4 for the plan revision for new land development for Michael and Stephanie Spiece on lot 1 Union Church Road known as Heavenwood Farms.

Second by Supervisor David Christensen.

Discussion: There was no discussion.

All in favor. The motion carried.

DEP Eligibility Deficiency Letter – Water Street Bridge Replacement

Engineer Phil Brath gave a recap of the DEP Eligibility Deficiency letter regarding Water Street Bridge replacement (DEP General Permit File No. GP116703220-036; APS No. 1018192). He further noted that it was fixable and had to be responded to within sixty (60) calendar days. A request for extension of time, in writing, may be requested before June 1, 2021. The requests will be reviewed by the DEP and considered; it is not an automatic extension.

A motion was made by Supervisor David Christensen to allow Engineer Brath to respond to the DEP letter and make the necessary changes as needed and/or required.

Second by Supervisor David Buckwash.

Discussion: There was no discussion.

All in favor. The motion carried.

YCPC Project 21-008-Northern York County Regional Comprehensive Plan Amendments—Engineer Phil Brath noted there is no additional follow up at this time. Carroll Township’s Planning Commission meeting will allow time for additional comments from residents, as the residents wanted changes made to the text. Supervisor Naomi Decker stated that it would change the traffic patterns in the proposed areas of change and asked if public comment will be made available again. Engineer Brath noted that they would be. Tabled for July meeting.

APPROVAL AND PAYMENT OF BILLS

A motion was made by David Buckwash to pay the bills.

Second by Supervisor David Christensen.

Discussion: There was no discussion.

All in favor. The motion carried.

TREASURER’S CORRESPONDENCE

Treasurers Report – A written report was submitted.

A motion was made by Supervisor Naomi Decker to accept the report.

Second by Supervisor David Buckwash.

Discussion: There was no discussion.

All in favor. The motion carried.

Treasurers Memorandum-

Treasurer/Asst. Sec. Pam Williams discussed the increase in the Vision Insurance renewal rates.

A motion was made by Supervisor Naomi Decker to approve the increase in the Vision Insurance renewal rates.

Second by Supervisor David Buckwash.

Discussion: There was no discussion.

All in favor. The motion carried.

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Pam discussed the American Rescue Plan which totals 1.9 Trillion. She provided an explanation sheet with the recap of the PSATS Town Hall meeting that was held to discuss the available and allowable uses of this money for the Townships.

- 350 billion in Direct Financial Relief for state, local and tribal governments.
- 13.7 billion to PA (pie chart that shows breakdowns to Comm., Counties, Capital Projects, Entitlement Communities (population over 50,000) and Non-Entitlement Communities (population less than 50,000)).
- Non-Entitlement Communities (population less than 50,000) will receive \$468 million in 2021 and \$468 million in 2022.
- Fed to States—First round is expected around 5/10/21 and second round within 12 months after the initial allocations.
- States to Locals (under 50K), within 30 days of payment from the Federal Government.
- Limit: no more than 75% of our 2020 Budget. 2020 Budget was \$1,038,542, 75% of that is \$778,907 and we are receiving \$482,871.

Permitted Uses:

1. Response to COVID-19 emergency or its negative economic impacts, including: a) assistance to households, small businesses, and non-profits; b) aid to impacted industries (tourism, travel, hospitality).
2. Premium pay for essential workers. (a) township employees, on top of regular pay-up to \$13 per/hr. capped at a max of \$25K --employees needed to maintain continuity of operations of essential critical infrastructure; continued to work during the pandemic; designated by governing body—grants to other public or private employers with eligible workers.
3. Lost revenue replacement (a) 2019 is the base year comparing revenue loss by line item including Liquid Fuels; (b) can be used through 12/31/2021.
4. Infrastructure investments (a) water (stormwater and wastewater), sewer, broadband (underserved and not fast enough), NOT roads and bridges (transportation and infrastructure action later in the year).

Prohibited Uses:

1. No funds used to deposit into Pension funds.
2. No funds used to offset revenue resulting from State Tax cut.

Premium Pay:

1. There are no criteria to get the maximum in “premium pay”; can be a one-time payment (account with hours) or added to base pay.
2. Can be retroactive to 2020.

Unknowns:

1. Regulations from Treasury.
2. Rules from Commonwealth.
3. Accounting Requirements – **NOTE:** May want to place in a separate account; keep very accurate records of funds.

****A Resolution must be done by the BOS at a meeting to spend the funds. Could also do a separate budget but it is not required. *If funds are not spent, it will be redistributed to other communities.*****

Discussion ensued regarding suggestions on how the monies can be handled, when the money needed to be used by, if a committee should be set up to discuss the different options available, and a separate account needing to be set up for the additional funds to for good bookkeeping records.

A motion was made by Supervisor David Christensen for Treasurer, Pam Williams to set up a separate account whether it be a money market or checking account for placement of the American Rescue Plan monies for further documentation accuracy.

Second by Supervisor Naomi Decker.

Discussion: There was no discussion.

All in favor. The motion carried.

Pam also noted about the Franklinton Firefighter’s Relief Association Audit done by the Department of the Auditor General Bureau of Fire Audits during the period of January 1, 2017 through December 23, 2020 and how in that audit on page 2, there was no record of any allocations of State Aid monies to the

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Relief Association. Pam double checked and allocation of the State Aid monies by Franklin Township were made to the Association. She forwarded copies of those payments made in 2019 and 2020 to the Association to have that matter cleared up. Supervisor David Buckwash asked for Pam to get a copy of the cancelled checks from our bank to show that they were cashed by the Association.

BCO / ZONING OFFICER'S REPORT

A written report was submitted for March 2021.

SUBDIVISION AND LAND DEVELOPMENT

239 Stone Head Road—Engineer Brath noted there is a setback and encroachment of driveway that were discussed with the Planning Commission and the PC recommended conditional approval. Engineer Hoover was present to discuss the status of the project with the BOS and to answer any questions. Engineer Brath noted the sewer planning needs to be completed, a deed of consolidation would be needed for consolidating the two lots together into one lot, and some waiver requests. Discussion ensued regarding the property, setbacks, the waivers, and easements for the driveway nonconformity.

Waiver Requests:

1.) When the land development (including subdivision) 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). The Planning Commission recommended granting this waiver.

A motion was made by Supervisor David Buckwash to waive the developer being required to improve the roadway to meet the minimum cartway requirements for 239 Stone Head Road, Dillsburg, PA, the Barker Subdivision as noted in Section 4.101.C.2.b.

Second by Supervisor David Christensen.

Discussion: There was no discussion.

All in favor. The motion carried.

2.) The stormwater management plan shall be approved prior to approval of the plan (Section 316.A.14/506); the applicant is requesting a waiver until submission of a building permit. The Planning Commission recommended granting this waiver.

A motion was made by Supervisor David Buckwash to waive the stormwater management plan as noted Section 316.A.14/506 until submission of building permit for 239 Stone Head Road, Dillsburg, PA, the Barker Subdivision.

Second by Supervisor Naomi Decker.

Discussion: There was no discussion.

All in favor. The motion carried.

3.) Driveways shall not be located within three (3) feet of a property line unless it is a joint use driveway (Section 4.104.C.2.I). The Planning Commission recommended granting this waiver.

A motion was made by Supervisor David Buckwash to waive Section 4.104.C.2.I where the driveway shall not be located within three (3) feet of a property line unless it is a joint use driveway for 239 Stone Head Road, Dillsburg, PA, the Barker Subdivision.

Second by Supervisor David Christensen.

Discussion: Supervisor Naomi Decker noted the only reason they are allowing that is due to the encroachment, it is not that we are waiving it from the beginning, but rather the encroachment caused the need for the waiver because of the existing nonconformity.

All in favor. The motion carried.

4.) Provide recreational area or offer fee in lieu of recreational area prior to recording plan (Section 415/316.A.8). The plan is a lot line adjustment and does not generate new building lot or include improvements. The Planning Commission recommended granting this waiver.

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A motion was made by Supervisor David Buckwash to waive Section 415/316.A.8 providing a recreation area for a fee in lieu of the recreational area to the recording plan for 239 Stone Head Road, Dillsburg, PA, the Barker Subdivision.

Second by Supervisor David Christensen.

Discussion: There was no discussion.

All in favor. The motion carried.

A motion was made by Supervisor David Buckwash to accept the Subdivision Plan for 239 Stone Head Road, Dillsburg, PA contingent upon completion of the requirements noted in the Township Engineer's letter dated April 9, 2021.

Second by Supervisor David Christensen.

Discussion: Supervisor Naomi Decker questioned number three about the signature of the final plans by the owners. Engineer Hoover noted about the signatures by BOS being on the final plan, not this one which is only a conditional approval. The final plan will be submitted to the BOS for their signatures at the May meeting. There was no additional discussion.

All in favor. The motion carried.

L-CUBED EXTENSION

Engineer John Madden updated the Board of Supervisors on the plan to date, noting there is some clean up to the plan needed yet. Engineer Madden noted that the purpose of the expansion was mainly for their equipment and additional parking. Engineer Brath noted that an escrow is required, and we will need to deal with that, still some things on the plan to clean up and fix (tree planting detail), and there are the waivers. Supervisor Naomi Decker questioned the maximum building set back and five signature lines for the Supervisors. Engineer Madden noted that there had been some confusion towards the building set back and that it was one of the housekeeping matters that would be cleaned up as well as the signature lines. He further noted about the screening of the residential property with trees to line the property. Engineer Brath noted that he is parting with the Planning Commission recommendation to waive the road improvement. He feels that there is road improvement that should be paid for by the owner and not waived. A fee in lieu of would be more acceptable for this applicant. Carolyn Hoffman noted that her family had the pay the fee in lieu of when her family subdivided their property on that same road. Engineer Brath calculated that it is a 23' cartway and needs to be a 28' cartway with a 60' right away, 2 1/2' of widening times 221.6' of lane, 554 square feet or about \$3,075.00 for the fee in lieu of. He further noted that the Roadmaster was planning on a project on that road here shortly which would be a benefit. Engineer Brath went on to note that currently there are no curbs or gutters along this road on any of the properties, so he recommends the waiver of those curbs and gutters.

Further discussion ensued regarding the well located within one hundred feet of the disposal system/retention basins and not being suitable for drinking water. Supervisor Decker was concerned about the Township liability should the well located in the parking lot somehow get contaminated. Supervisor Naomi Decker directed her question to Solicitor Shaffer about the possibility of the well getting contaminated and how the Township would be liable if that were to happen? Solicitor Shaffer discussed the liabilities and the possibility of a waiver and/or release of liability. Engineer Brath expressed his opinion and suggestions to help resolve the issue, so that it would not delay the project any longer. Engineer Madden asked if a conditional waiver would be possible if he was able to abandon the current well and place another one within the required distance. Additional discussion ensued regarding the well already being in place and having no issues to date. Supervisor Naomi Decker asked if we made it conditional upon the company providing drinking water for the employees to drink. Supervisor David Christensen noted that it was not fair to make the owner have to provide bottled water if the well was not contaminated, which has not been proven to date. Solicitor Shaffer noted that the BOS could require a testing and maintenance agreement or an indemnification agreement, but he was not sure that they wanted to go that route. Engineer Madden had discussed that soil testing had previously been performed.

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Waiver Requests:

1.) All plans shall be accompanied by a Landscaping Plan that meets requirements of the zoning ordinance (Section 414). The Planning Commission recommended granting waiver conditioned upon the Applicant providing a row of bushes on the south side of the proposed parking area that would provide visual screening for the adjacent residential property as well as adding these bushes to the proposed site plan, and necessary details added as the Engineer deems necessary to ensure proper installation.

A motion was made by Supervisor David Christensen to approve the waiver conditioned upon the applicant adding a row of bushes as noted in Section 414.

Second by Supervisor Naomi Decker.

Discussion: There was no discussion.

All in favor. The motion carried.

2.) When the land development (including subdivision) 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); the applicant is requesting a waiver of this requirement. The Planning Commission recommended granting this waiver.

A motion was made by Supervisor David Christensen to waive the roadway cartway in lieu of a road improvement fee in the amount of \$3,075.00 for future road improvements as noted Section 4.101.C.2.b.

Second by Supervisor David Buckwash.

Discussion: There was no discussion.

All in favor. The motion carried.

3.) Curbs and gutters shall be installed on both sides of proposed street to be included in a proposed subdivision or development. Curbs may also be required on existing streets where curbs are necessary to control the flow of surface water and regulate traffic (Section 4.16.A). The Planning Commission recommended granting this waiver.

A motion was made by Supervisor David Christensen to waive curbs and gutters to be installed as noted in Section 4.16.A.

Second by Supervisor Naomi Decker.

Discussion: Engineer Brath recommended not putting curbs and gutters in as there are no others located on this road. There was no further discussion.

All in favor. The motion carried.

4.) All subsurface stormwater disposal systems or retention basins shall be located a minimum of one hundred (100) feet from any potable water wells unless otherwise approved (Section 306.8.A.H). Please provide the location of existing wells on adjacent properties with appropriate isolation distances. The Planning Commission recommended granting this waiver.

A motion was made by Supervisor David Christensen to accept the waiver for all subsurface stormwater disposal systems or retention basins shall be located at a minimum of one hundred (100) feet from any potable water wells as noted in Section 306.8.A.H.

Second by Vice Chairman Brian Galbraith.

Discussion: Supervisor Naomi Decker noted that the discussion is what was discussed earlier.

Supervisors Naomi Decker and David Buckwash were against. Supervisor David Christensen and Vice Chairman Brian Galbraith were in favor. The motion did not carry.

The first three waivers were not able to be approved due to the fourth waiver not being approved.

Engineer Phil Brath noted that this put them at a bit of a standstill because we have to figure out what we are going to do with either the infiltration or a waiver of stormwater. Solicitor Shaffer noted he can do an opinion of liability. Engineer Madden asked if he is able to get his client to agree move the well and he does not need this waiver, could they act on everything else and give him conditional approval tonight? He has some options that he can change so he does not lose another month. Solicitor Shaffer asked if they would abandon it, and Engineer Madden said yes. Engineer Brath noted he did not see any problem with that request. Supervisor Naomi Decker noted as long as it goes by the Ordinance then she is okay with that.

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A motion was made by Supervisor David Christensen to accept the waiver one, Section 414 of the Zoning Ordinance adding a proposed row of bushes on the southside of the proposed parking area.

Second by Supervisor Naomi Decker.

Discussion: There was no discussion.

All in favor. The motion carried.

A motion was made and amended by Supervisor David Christensen to accept the amount of \$3,075.00 in lieu of a road improvement fee for future road improvements as noted in Section 4.101.C.2.b.

Second by Supervisor David Buckwash.

Discussion: There was no discussion.

All in favor. The motion carried.

A motion was made by Supervisor David Christensen to accept the third waiver regarding curbs and gutters installed according to Section 4.16.A.

Second by Supervisor Naomi Decker.

Discussion: There was no discussion.

All in favor. The motion carried.

A motion was made by Supervisor David Christensen to accept the fourth waiver conditioned upon fulfillment of the comments noted in the Township Engineer's letter dated April 9, 2021, and abandonment of the well under the new parking lot and providing proof of completion of that abandonment at the appropriate time.

Second by Supervisor David Buckwash.

Discussion: There was no discussion.

All in favor. The motion carried.

715 & 717 Range End Road

Engineer Phil Brath gave a brief overview of the Subdivision and Land Development plan for 715 and 717 Range End Road noting it was discussed at the April 13, 2021, Planning Commission meeting and is currently waiting for comments to be received back from the York County Conservation District. Engineer David Habowski has submitted a request for extension of time through July 30, 2021 to allow time for the outside agency approvals. Engineer Brath noted it would not come before the BOS before June or July. Discussion ensued regarding the status of the project with Engineer Brath and the BOS.

A motion was made by Supervisor Naomi Decker to accept David Habowski's, (Engineering Solutions, Inc. for 715 & 717 Range End Road) Request for Extension of Time through July 30, 2021, contingent upon comments being received from York County Conservation District.

Second by Supervisor David Christensen.

Discussion: Supervisor Naomi Decker stated that the Township should keep watch on the parking and paving area; if road is damaged by their work, they will need to make repairs. There was no further discussion.

All in favor. The motion carried.

MUNICIPAL REPORTS

Parks & Recreation –

A. A written report was submitted for February 2021. Terry Hoffman presented a listing of items that are the Park & Recreation Board member's goals for this year. Discussion ensued regarding the listed projects for the Parks and funds to be received from the American Rescue Plan. Terry Hoffman discussed the plans for planting of the tree seedlings in the Parks with the help of the Road Crew. Supervisor David Christensen will be picking up the tree seedlings from York County and drop them off at the Township office.

B. The BOS reviewed Steph Boudier's letter of interest to be placed on the Parks and Recreation Board. Supervisor Naomi Decker mentioned that she felt the BOS should go through the normal process of advertising the opening, have interested parties send in their letters of interest, hold interviews, and then appoint the member. Steph Boudier agreed with Supervisor Naomi Decker's suggestion and noted she is available for interviewing. Secretary Kerri Smith will advertise the opening with The Dillsburg Banner. An interview was scheduled for May 12, 2021, at 6:30 pm for Steph Boudier. Other interviews would be scheduled once the letters of interest were received by any residents.

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A motion was made by Vice Chairman Brian Galbraith to advertise the opening with the Parks and Recreation Board with The Dillsburg Banner for any interested parties to respond by May 3, 2021, with interviews to take place May 12, 2021, before the Board of Supervisors Regular Meeting.

Second by Supervisor David Christensen.

Discussion: There was no discussion.

All in favor. The motion carried.

C. It was noted that the Bluebird Society of Pennsylvania have placed the nesting boxes in Ponderosa Park and also one at the Township Municipal Building. The Bluebird Society will maintain them.

Roadmaster –

A. The report was included in the Treasurer's packet.

B. Roadmaster Andy Gibb presented a listing of road work needing done for 2021. The Tar and Chip project from 2020 did not have enough funds to cover all of the roads in need of it, so Andy requested that they have the work performed this year on Capitol Hill and Range End Roads. Discussion ensued regarding available funds in the General and Liquid Fuels accounts, the work needing done, and the bids to be obtained. Roadmaster Gibb and Engineer Brath are to work on the bid advertisement for Tar and Chip to be placed in the April 22nd and 29th issues of The Dillsburg Banner. Secretary Kerri Smith will place the notice of advertisement upon receipt from Engineer Brath.

A motion was made by Supervisor David Christensen that Engineer Phil Brath and Roadmaster Andy Gibb work on the bid for the Tar and Chip work to be done on Capitol Hill and Range End Roads and for Secretary Smith to place the advertisement in The Dillsburg Banner April 22nd and 29th issues.

Second by Supervisor David Buckwash.

Discussion: There was no discussion.

All in favor. The motion carried.

C. Roadmaster Andy Gibb stated that there are roughly 100 dead trees in Ponderosa Park. Discussion ensued regarding hiring a company to do the chipping and removal of the dead trees verses rental of the equipment with the Road Crew doing the majority of the work and having a company haul off the additional lumber left over. Roadmaster Gibb presented two quotes (from DM Trees and Lenk Tree Service) for those companies to 1) cut trees and leave clipped brush in piles, 2) cut trees with no chip, and 3) cut trees and chip with help. Further discussion ensued regarding the work involved, pricing, and mulching.

A motion was made by Vice Chairman Brian Galbraith to allow Roadmaster Andy Gibb to sign the contract with DM trees for the proposed quote of \$10,000 for cutting the trees and leaving the clipped brush on piles.

Second by Supervisor David Christensen.

Discussion: There was no discussion.

All in favor. The motion carried.

Planning Commission –

A. A written report was submitted for March 2021 Reorganizational meeting.

B. Revised 2021 Planning Commission meeting/submission dates were already approved by the Planning Commission at their April 13, 2021, regular meeting and were provided to the BOS for an update.

Zoning Hearing Board –

A. A written report was submitted for January 2021 Reorganizational meeting.

B. ZHB2021-1 Decision for 1893 County Line Road, owners Jared and Carol Wenger, was provided for informational purposes only as a follow up to Conditional Use Hearing No. CUH2021-1.

SOLICITOR REPORT

CUH2021-1 Decision—Solicitor Shaffer noted that the BOS needed to sign the Decision from the April 14, 2021, Conditional Use Hearing. Once the Decision was signed the 30-day appeal date would begin. Secretary Kerri Smith is to send the Decision to the applicant and owner via certified mail.

County Line Road damage repair estimates – Solicitor Shaffer discussed the status of this matter and noting that Roadmaster Andy Gibb had obtained updated bids. Solicitor Shaffer will reach out to the

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Insurance Company, Travelers Insurance, to discuss settlement and having the work completed on the damaged road. Discussion ensued. Tabled to May meeting.

York County CAP/COM— Solicitor Shaffer noted that as of April 5, 2021, the CAP/COM process has been implemented. Discussion ensued, but no further action could be taken on this matter.

PURDUE PHARMA L.P. et al. Notice of Disclosure Statement Hearing—Solicitor Shaffer discussed this class action, noting that the Township is a part of the class action. No action is necessary at this time; it is merely informational at this point.

Revised EMS Agreement—Solicitor Bret Shaffer noted that we are still waiting on the EMS contact person to get back in contact with him regarding the language of the agreement. Discussion ensued. The agreement will be provided to the BOS once it has been revised and reviewed for the necessary edits. Tabled for May meeting.

Clint & Joann Williams—No new update; tabled for May meeting.

3-5 Meadowview—Lorin & Sandra Stough to Russell & Kathryn Mason—Solicitor Shaffer will be in touch with Kathryn Mason regarding a new small flow facility and modules that will need to be recorded; tabled for May meeting.

Franklin Glen Update—Engineer Brath stated that the work is not done as he recently emailed Nicole Byrd of First Capitol Property Management regarding the status of the Franklinton Condominium Unit Owners Association Retention Pond. Discussion ensued. Tabled for May meeting.

Executive Session –Solicitor Shaffer noted that an Executive Session was held on March 25, 2021, to discuss the Water Street litigation and that it was an incidental Executive Session. They further decided that an Executive Session would be held at the end of the meeting to discuss the Right to Know Requests and Water Street litigation with no action needed.

NEW BUSINESS

Stipend for Secretary cell phone—Discussion ensued regarding the stipend for Secretary Kerri Smith. Supervisors Naomi Decker and David Christensen questioned the need and the usage of her personal cell phone for business use. Treasurer/Assistant Secretary discussed when she first started getting the stipend and was told to continue it.

A motion was made by Supervisor David Christensen to move the stipend of \$25.00 from Treasurer/Assistant Secretary Pam Williams to Secretary Kerri Smith with future consideration in case there is an increase of Pam William's work and to offer the stipend at that time.

Second by Supervisor David Buckwash.

Discussion: There was no discussion.

All in favor. The motion carried.

Bench, picnic table, mulch and flowers for the Municipal Building—Secretary Kerri Smith presented a print-out with several pricings for a bench to be located outside the front door of the municipal building as well as a picnic bench for the staff and residents to use. Discussion ensued regarding pricing, whether the Road Crew would be able to build the bench and/or picnic table, and if mulching and flowers were budgeted.

A motion was made by Supervisor David Christensen to allow Roadmaster Andy Gibb to build the picnic bench.

Second by Supervisor David Buckwash.

Discussion: There was no discussion.

All in favor. The motion carried.

A motion to withdraw the original motion and a motion was made and amended by Supervisor David Christensen to see if Roadmaster Andy Gibb is able to build an 6-8' bench (whichever fits), and if he is not

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able to do so, then to allow for the purchase of the Laguna 6-8' bench for \$650.00 utilizing forthcoming COVID Rescue Plan monies.

Second by Supervisor David Buckwash.

Discussion: Supervisor Naomi Decker noted that we should make sure an 8' bench fits outside the door without any hinderance. Supervisor Naomi Decker does not see the need for the bench, and feels we need to be wise with the money spending. There was no additional discussion.

Supervisor Naomi Decker opposed. Vice Chairman Brian Galbraith and Supervisors David Buckwash and David Christensen in favor. The motion carried.

New Carpet/Flooring for Municipal Building—Secretary Kerri Smith noted the carpet in the municipal building has not been replaced since 1979; it is time to have it replaced as it is filled with mold/dirt and is unhealthy. Discussion ensued regarding the need and also waiting until after the review of the Right to Know boxes has been completed due to the mold and dirt. Tabled for May meeting.

New Filing Cabinets with locks—Secretary Kerri Smith noted that new filing cabinets with working locks are needed, at least six. Discussion ensued. The BOS decided they were not necessary at this time.

Permits needed for Roof Replacement & Interior remodeling (without structural changes) – Discussion ensued regarding the procedure of Land and Sea Services and how the Ordinance is read for issuing permits for roof replacements and interior remodeling.

A motion was made and amended by Supervisor David Buckwash to advise Land and Sea Services that if a person is only replacing a roof, having minor interior remodeling/maintenance work done or exterior remodeling/maintenance work done that does not require structural changes that they do not need a permit issued.

Second by Supervisor David Christensen.

Discussion: Supervisor Naomi Decker also stated about minor exterior work being done not needing a permit as well. There was no discussion.

All in favor. The motion carried.

OLD BUSINESS

DAA Representative & Zoning/Codes Officer—The Township has not received any responses of interest from the advertisements for the DAA Representative vacancy. Discussion ensued regarding how many times the position has been advertised with no interests being received and if they wanted to continue with the expense of advertising. The BOS decided to have the posting still available on the Township webpage, but that they would not fill the position at this time. An interview for Zoning/Codes Enforcement Officer was held before the BOS meeting with Barry Isett. BOS will discuss further during Executive Session.

Continuation of Daily Cleaning of Porta Potty at each Park—Discussion ensued regarding the need to have the porta potties cleaned daily as long as the COVID pandemic continues.

A motion was made by Vice Chairman Brian Galbraith to continue daily cleaning of the porta potties in both Parks by Walters Services until the May 12, 2021, BOS meeting at which time it will be reevaluated.

Second by Supervisor David Christensen.

Discussion: There was no discussion.

All in favor. The motion carried.

Appeal Decision Notification –172 Locust Grove Road & 19 W Greenhouse Road—Solicitor Shaffer discussed and noted that no action was necessary at this time.

Fire Company meetings – Supervisors Naomi Decker and David Christensen attended the meeting on March 22, 2021 and will also be attending the meeting on April 26th. Discussion ensued regarding a substation and expenses involved, looking into other fire stations and the expenses involved, and a possible fire tax. Supervisor David Buckwash noted that the communication is lacking and could use improvement. Solicitor Shaffer noted the possibility of block grants available for emergency responders and noted that PSATS may have more guidance regarding that information. No action taken at this time.

Security System—Supervisor David Christensen gave an update on this matter. Discussion ensued. Supervisor David Christensen and Solicitor Bret Shaffer will be working on the advertisement to be placed in The Dillsburg Banner. Tabled for May meeting.

FINAL

Extension of Declaration of Disaster—extended through May 12, 2021

A motion was made by Vice Chairman Brian Galbraith to extend the Emergency Disaster Declaration through May 12, 2021.

Second by Supervisor David Buckwash.

Discussion: There was none.

All in favor. The motion carried.

CORRESPONDENCE

York County Vaccine website—posting information to website and no further action needed.

York County Press Release 3.10.21- YC Conservation District Manager—no action needed.

York County Press Release 3.15.21- Spanish Translation Services—no action needed.

York County Press Release 3.19.21- rabbittransit & Capital Area Transit (CAT) Merger—no action needed.

York County Press Release 3.23.21- YC Solid Waste Authority Announces Officers—no action needed.

PUBLIC COMMENT

Steph Boudier commented about there being barbed wire in Ponderosa Park on the one trail and also that the back building's doors are open. Secretary Kerri Smith stated she would reach out to Roadmaster Andy Gibb to have that taken care of as soon as possible. There was no other public comment.

EXECUTIVE SESSION-

An Executive Session was requested by Solicitor Bret Shaffer and was held from 11:22 PM to 11:53 PM to discuss the Right to Know Requests and Water Street Bridge. No action was taken.

ADJOURNMENT at 11:54 p.m.

A motion was made by Vice Chairman Brian Galbraith to adjourn the meeting at **11:54pm**.

Second by Supervisor David Buckwash.

Discussion: There was no discussion.

All in favor. The motion carried.

Respectfully submitted,

Kerri J. Smith

Kerri J. Smith
Secretary