

**FRANKLIN TOWNSHIP  
BOARD OF SUPERVISOR  
REORGANIZATION MEETING  
January 6, 2020**

**(X) Eric Stonesifer (X) Kevin Cummings (X) Naomi Decker (X) Michael Ryan  
(X) Mark Wenrich  
(X) Pamela Williams, Treasurer/Asst. Secretary**

**CALL TO ORDER**

Chairman Stonesifer called the meeting to order at 7:00 PM The meeting was held at the Franklin Township Municipal Building, 150 Century Lane, Dillsburg, PA, York County. Visitors are listed on meeting sign-in sheet.

**PLEDGE OF ALLEGIANCE AND PRAYER**

The Pledge of Allegiance and opening prayer were given by Vice Chairman Cummings.

**APPOINTMENT OF TEMPORARY CHAIRMAN**

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

**Second** by Supervisor Decker.

**The motion carried.**

**APPOINTMENT OF CHAIRMAN**

**A motion** was made by Vice Chairman Cummings to appoint Eric Stonesifer as Chairman.

**Second** by Supervisor Decker.

**The motion carried.**

**APPOINTMENT OF VICE-CHAIRMAN**

**A motion** was made by Vice Chairman Cummings to appoint Mark Wenrich as Vice Chairman. Vice Chairman Cummings then withdrew his motion.

**A motion** was then made by Supervisor Wenrich to appoint Kevin Cummings as Vice Chairman.

**Second** by Chairman Stonesifer.

**The motion carried.**

**EXECUTIVE SESSION**

Chairman Stonesifer announced the Board of Supervisors would be going into Executive Session at 7:02 PM regarding personnel issues. The BOS came out of Executive Session at 7:50 PM

**APPOINTMENT OF SOLICITOR**

**A motion** was made by Chairman Stonesifer to retain the firm of Schiffman, Sheridan & Brown with Mr. Bret Shaffer as Township Solicitor at the rate of **\$140.00** per hour; no change from 2019.

**Second** by Vice Chairman Cummings.

**Opposed** by Supervisor Decker.

**The motion carried.**

### **APPOINTMENT OF ENGINEER**

**A motion** was made by Chairman Stonesifer to retain the firm of Barton & Loguidice with Phillip Brath as Township Engineer at their submitted rate of \$133.00 per hour.

**Second** by Supervisor Decker.

**The motion carried.**

### **APPOINTMENT OF TRAFFIC ENGINEER**

**A motion** was made by Vice Chairman Cummings to retain the firm of Barton & Loguidice with Andrew Reese as Township Traffic Engineer.

**Second** by Chairman Stonesifer.

**The motion carried.**

### **APPOINTMENT OF SEWAGE ENFORCEMENT OFFICER**

**A motion** was made by Vice Chairman Cummings to appoint Gary Morrow as Township SEO at the same rates as Vince Elbel, former SEO in 2019.

**Discussion** was held on Gary's rates. Pam said an email in the folder indicated that Teresa sent an email message to Gary with the current fee schedule attached and Gary replied that those fees would be fine for 2020.

Pam also asked a question concerning the resolution numbers for the resolutions in Barton & Loguidice's and Gary Morrow's packet. They were the exact same resolution with the same resolution numbers. Pam asked if they should be the same number or different. The BOS advised Pam to check with Bret.

**Second** by Chairman Stonesifer

**The motion carried.**

### **APPOINTMENT OF ALTERNATE SEWAGE ENFORCEMENT OFFICER**

**A motion** was made by Vice Chairman Cummings to retain the firm of Barton & Loguidice with Andrew Reese as Alternate Sewage Enforcement Officer at rates provided with clarification of numbers.

**Second** by Chairman Stonesifer.

**Discussion**-Supervisor Ryan said he was informed by the outgoing SEO that the township should have SEO's with at least ten years of experience. Dialogue continued about the qualifications needed for the Alternate SEO for Franklin Township and what the township needs with the different sewer systems and types of sewer modules. Supervisor Ryan stated he'd like to see Andrew's experience as far as how long he's been performing these duties, etc. Mike would like to either talk to Andrew about his experience or take the recommendation he received to try to find an alternate with varied experience, if needed. Eric stated the BOS could try to find another Alternate Sewage Enforcement Officer, but one must be appointed tonight. Naomi asked if Vince would consider the alternate position.

Pam stated he expressed to her that he was just trying to stay closer to home and that's why he was giving up Franklin Township. Also, Pam said Gary picked up the files Vince dropped off at the township. Mike asked if there was anything outstanding from Vince and Pam just stated the report that is due March 1<sup>st</sup> which Vince discussed with her.

**The motion carried.**

### **APPOINTMENT OF SECRETARY**

A motion was made by Chairman Stonesifer to appoint Pamela Williams as the Temporary Secretary.

**Second** by Supervisor Decker.

**The motion carried.**

### **APPOINTMENT OF TREASURER**

**A motion** was made by Vice Chairman Cummings to appoint Pamela Williams as Treasurer/Asst. Secretary at an hourly rate of \$26.00.

**Second** by Chairman Stonesifer.

**The motion carried.**

### **APPOINTMENT OF ROADMASTER**

**A motion** was made by Vice Chairman Cummings to appoint Andy Gibb as Roadmaster at an hourly rate of \$31.00.

**Second** by Chairman Stonesifer.

**The motion carried.**

### **APPOINTMENT OF EMERGENCY MANAGEMENT COORDINATOR & ASSISTANT EMERGENCY MANAGEMENT COORDINATOR**

**A motion** was made by Chairman Stonesifer to appoint Laurin Fleming as the township *Emergency Management Coordinator* at the 2020 budgeted wage.

**Second** by Supervisor Decker.

**The motion carried.**

**A motion** was made by Vice-Chairman Cummings to appoint Larry Harbold as the township *Assistant Emergency Management Coordinator* at the 2020 budgeted wage.

**Second** by Supervisor Decker.

**The motion carried.**

### **APPOINTMENT OF BCO**

**A motion** was made by Chairman Stonesifer to retain Land & Sea Services as Building Codes Official at an hourly rate of \$43.00 and as per the submitted 2020 fee schedule.

**Second** by Supervisor Decker.

**The motion carried.**

### **APPOINTMENT OF BUILDING INSPECTOR**

**A motion** was made by Chairman Stonesifer to retain Land & Sea Services as Building Inspector at an hourly rate of \$43.00 and as per the submitted 2020 fee schedule.

**Second** by Vice-Chairman Cummings.

**The motion carried.**

### **APPOINTMENT OF ZONING OFFICER**

**A motion** was made by Chairman Stonesifer to retain Land & Sea Services as Zoning Officer at an hourly rate of \$43.00 and as per the submitted 2020 fee schedule.

**Second** by Supervisor Decker.

**The motion carried.**

**APPOINTMENT OF CODE ENFORCEMENT OFFICER**

**A motion** was made by Chairman Stonesifer to retain Land & Sea Services as Code Enforcement Officer an hourly rate of \$43.00 and as per the submitted 2020 fee schedule.

**Second** by Vice-Chairman Cummings.

**The motion carried.**

**APPOINTMENT OF VACANCY BOARD CHAIRMAN**

**A motion** was made by Vice-Chairman Cummings 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 & ALTERNATE**

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

**Second** by Supervisor Decker.

**The motion carried.**

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

**Second** by Chairman Stonesifer.

**The motion carried.**

**APPOINTMENT OF DELINQUENT TAX COLLECTOR**

**A motion** was made by Vice-Chairman Cummings to retain York Adams Tax Bureau as the Delinquent Tax Collector for 2020.

**Second** by Chairman Stonesifer

**The motion carried.**

**APPOINTMENT OF TOWNSHIP DELEGATES TO STATE ASSOCIATION CONVENTION**

**A motion** was made by Chairman Stonesifer to authorize all Supervisors and appointed officials to attend as delegates to the State Association Convention using allocated funds for fees, expenses, mileage and the meeting fee upon BOS approval.

**Second** by Supervisor Decker.

**The motion carried.**

**APPOINTMENT OF TOWNSHIP VOTING DELEGATE TO STATE ASSOCIATION CONVENTION**

**A motion** was made by Chairman Stonesifer to appoint the Township Secretary as the voting delegate to the State Association Convention.

**Second** by Supervisor Decker.

**The motion carried.**

### **APPOINTMENT TO PLANNING COMMISSION**

**A motion** was made by Vice Chairman Cummings to appoint David Buckwash to the Planning Commission to fill Todd Lyons term through 2023.

**Second** by Chairman Stonesifer.

**The motion carried.**

### **APPOINTMENT TO ZONING HEARING BOARD**

**A motion** was made by Supervisor Ryan to appoint Kathleen Gingrich to the Zoning Hearing Board.

**Second** by Chairman Stonesifer.

**The vote was three opposed and two for. The motion did not pass.**

### **PARKS & RECREATION COMMISSION**

Eric and Pam reviewed the terms for this commission and there are no additional members required at this time.

### **WAGES**

#### **Full Time Road Crew**

**A motion** was made by Vice-Chairman Cummings to retain Bob King as full-time Road Crew employee for the 2020 calendar year at the hourly rate of \$24.07

**Second** by Chairman Stonesifer.

**The motion carried.**

**A motion** was made by Chairman Stonesifer to hire Mark Wenrich as a full-time Road Crew employee (open position as of 12/31/19) for the 2020 calendar year at a recommended hourly rate of \$23.00. This recommendation will be made to the Board of Auditors who will set the final rate.

**Second** by Vice-Chairman Cummings.

**The motion carried.**

#### **Temporary Employees**

**A motion** was made by Chairman Stonesifer to set the wage for Temporary Employees at an hourly rate of \$20.00 for 2020.

**Second** by Supervisor Decker.

**The motion carried.**

### **SET DATES FOR SUPERVISOR MEETINGS IN 2020**

**A motion** was made by Chairman Stonesifer to set the Supervisors' meeting on the second Wednesday of each month beginning at 7:00 PM for 2020.

**Second** by Supervisor Decker.

**The motion carried.**

### **ESTABLISH MILEAGE REIMBURSEMENT RATE**

**A motion** was made by Chairman Stonesifer to set the mileage reimbursement rate as set by the IRS at 58 cents for 2020.

**Second** by Supervisor Decker.

**The motion carried.**

## **DESIGNATE TOWNSHIP BANKS & DEPOSITORIES**

**A motion** was made by Chairman Stonesifer to retain Members 1<sup>st</sup> FCU, ACNB, BB&T, F&M, 1<sup>st</sup> National Bank & M&T as the banks and depositories for Franklin Township for 2020.

**Second** by Vice-Chairman Cummings.

**The motion carried.**

## **SUPERVISOR LIAISONS**

### **Road Department**

**A motion** was made by Supervisor Decker to appoint Eric Stonesifer as the Road Department Liaison for 2020.

**Second** by Supervisor Wenrich.

**Discussion** was held on Chairman Stonesifer's willingness to do both. Eric stated he would be fine with it as long as it remains a liaison position unless someone else would like to do it.

**The motion carried.**

### **Administrative Department**

**A motion** was made by Vice-Chairman Cummings to appoint Eric Stonesifer as the Administrative Department Liaison for 2020.

**Second** by Supervisor Decker.

**The motion carried.**

## **CONVENTIONS, SEMINARS & MEETINGS HELD OUTSIDE THE TOWNSHIP OFFICE**

### **County Convention**

**A motion** was made by Chairman Stonesifer 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 Vice-Chairman Cummings.

**The motion carried.**

### **State Convention**

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

**Second** by Supervisor Decker.

**The motion carried.**

### **Seminars**

**A motion** was made by Chairman Stonesifer to authorize all Supervisors and Appointed Officials to attend any seminars using allocated funds for fees, expenses, mileage and the meeting fee upon BOS approval.

**Second** by Supervisor Decker.

**The motion carried.**

### **MEETINGS HELD OUTSIDE TOWNSHIP OFFICE**

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

**Second** by Vice-Chairman Cummings.

**The motion carried.**

### **SET TREASURER'S BOND**

**A motion** was made by Chairman Stonesifer to set the Treasurer's Bond at \$1,000,000.00 for 2020.

**Second** by Supervisor Decker.

**Discussion**-A discussion was held on the current and proposed amount of the bond and whether it was adequate. Treasurer Williams said the average total funds range from approximately \$1.2-\$1.4 million. Kevin wanted to clarify how the projects will affect the amount. Kevin asked how you would increase the bond amount if needed. Pam said the broker would be contacted and they would rewrite or amend the current bond (it was just renewed) and possibly charge us for the adjustment.

**The motion carried.**

### **POLICY FOR PAYMENT OF BILLS**

**A motion** was made by Chairman Stonesifer to continue the policy to approve and pay the bills at monthly BOS meetings for 2020.

**Second** by Supervisor Decker

**The motion carried.**

Pam stated she placed copies of the rates for Linus Fenicle/Reager & Adler (\$150.00) for ZHB, and Roxy Cressler in the BOS packets (they were in the reorganization folder). She asked if they had to be approved; Pam said she didn't see anything in last year's minutes reflecting this discussion. Eric said he would call Bret. Mike asked if the above fees were already in the Fee Schedule. Mike said that Roxy's fees are already in the Fee Schedule as it's ½ of the Stenographer's Fee. Pam said that Linus Fenicle/Reager & Adler was also already in the Fee Schedule. Pam said she would have to check that it's updated. Mike did say Linus Fenicle has to be appointed.

Pam also said that there were some notes from Teresa put on the Fee Schedule and she asked if the BOS wanted her to go through them.

### **RESOLUTION FOR ESTABLISHING CERTAIN FEES (Resolution 2020-1)**

#### **A. Review Miscellaneous Fees submitted for review in the new schedule**

- It was agreed to make the following addition to Exhibit D:
  - \* Under SEO FEES and after the first line of Township Sewer Application Fee, **add** Township Sewer Application Fee for Non-Conventional System of **\$50.00**.
  - \*Also **add** Small Flow Treatment System-Escrow/Bond Amount-\$5,000 and Township Sewer Application Fee for Non-Conventional System which is \$50.00
  - \* Also **add** Coconut Treatment System-Escrow/Bond Amount-\$4,000 and Township Sewer Application Fee for Non-Conventional System which is \$50.00

Eric stated these can be adjusted if necessary.

- **Add Office of Open Records Right to Know Fee Schedule as Exhibit “L”**
- **Add Stormwater Management Application Fee to Schedule “C” of \$25.00**

Discussion was held on a UCC Demolition Permit Application Fee. It was decided there would be no changes.

For Hearing Board Fees, the appeal fee was discussed. It was decided there would be no changes.

**B. Review and adopt Fee Schedule Resolution 2020-1**

**A motion** was made by Chairman Stonesifer to adopt the 2020 Fee Schedule, Resolution 2020-1 with the discussed changes.

**Second** by Vice-Chairman Cummings.

**The motion carried.**

It was noted there was an employment application for Secretary provided to the BOS. Discussion was held on the Franklin Township listing of employees and officials. Kevin stated that for the Board of Auditors, John Prato won a six-year term in 2017. He has four years of his term left. Don Lerew’s term will end in 2021 and Pete Cirafichi was just elected to the Board of Auditors in 2019. Eric said he would help in updating the township contact listing

The DAA Board Member vacancy should be listed as an agenda item for the January 8, 2020 meeting.

A Revised Land Development Checklist was in the reorganization folder and a copy provided to the BOS. Pam didn’t know what was updated as it was just in the Reorganization file with no notes attached. There was no action.

Naomi wanted to confirm about a discussion of a holiday. It was noted that this was previously discussed and decided.

Pam asked if the water testing fees needed approved. Eric said to place it on the meeting agenda for January 8, 2020 under Parks and Recreation.

**EXECUTIVE SESSION**

Chairman Stonesifer announced the Board of Supervisors would be going into Executive Session at 8:57 PM The BOS came out of Executive Session at 9:04 PM

**ADJOURNMENT**

**A motion** was made by Chairman Stonesifer to adjourn the 2020 Reorganization Meeting at 9:04 PM

**Second** by Supervisor Decker.

**The motion carried.**

Respectfully submitted,

Pamela Williams  
Franklin Township Asst. Secretary