

FRANKLIN TOWNSHIP YORK COUNTY PA
BOARD OF SUPERVISORS
REGULAR MEETING MINUTES
November 11, 2020

ROLL CALL

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

ABSENT: Chairman Mark Wenrich

CALL TO ORDER:

The November 11, 2020, Franklin Township Board of Supervisors Meeting was called to order at 7:05 p.m. by Vice Chairman David Buckwash. The meeting was held via Zoom and 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 David Buckwash.

APPROVAL OF MINUTES

A motion was made by Vice Chairman David Buckwash to accept the October 14, 2020, BOS Regular Meeting Minutes with the amendments to reflect that the Motion on Page 7 regarding the credit card payment was made by Supervisor David Christensen and was seconded by Vice Chairman David Buckwash.

Second by Supervisor Naomi Decker.

Discussion: No further discussion.

The motion carried.

PUBLIC COMMENT

None.

ORGANIZATION REPORTS

Police

A. A written report was submitted for September 2020.

B. An email with the answers from Chief Lash regarding retirement questions from Supervisor David Christensen. Email was forwarded to the Supervisors on October 22, 2020. Discussion ensued regarding retirement deficit and exiting the current contract with the Police Department. No action was taken.

C. Chief Lash provided an October Activity Report for Franklin Township. Supervisor David Christensen asked for this to be continued as it contains helpful information. Secretary Kerri Smith is going to request that Chief Lash continue to provide this monthly activity report to the Township.

Fire

A. A written report was submitted for October 2020.

EMS

A. A written report was submitted for September 2020.

DAA

A. A written report was submitted for September 2020.

Emergency Management– No written report was submitted.

Route 15 Transportation – Engineer Brath provided a document to the BOS. Discussion ensued regarding the update concerning the cross-traffic patterns at 4 intersections, the turnaround at County Line Road and whether or not there would be an installation of lights.

Engineer’s Report

A. A written report was submitted for October 2020. Discussion ensued regarding Engineer Brath’s follow up with the Franklin Glen HOA and Condominium Association regarding the required maintenance to the outflow area from the Franklin Glen stormwater detention basin. Engineer Brath will continue to monitor.

A motion was made by Vice Chairman David Buckwash authorizing Engineer Brath to write a letter to the Franklin Glen Homeowners Association indicating what items need to be done for total completion and withdrawal of the civil action suit currently pending.

Second by Supervisor David Christensen.

Discussion: No further discussion.

The motion carried.

CONDITIONAL USE HEARING

Discussion ensued regarding a Conditional Use Hearing Application submitted for 1893 County Line Road and the timeframe for placement of advertisements in The Dillsburg Banner regarding the hearing date, time, and location. The advertisements will be placed in The Dillsburg Banner’s November 19, 2020, and November 26, 2020 issues. Solicitor Shaffer and Secretary Kerri Smith will prepare the advertisement and make sure it is advertised with The Dillsburg Banner in the November 19 and November 26, 2020, issues.

A motion was made by Vice Chairman David Buckwash to schedule a Conditional Use Hearing for 1893 County Line Road, York Springs, PA, for Wednesday, December 9, 2020, at 6:00 and approving Solicitor Shaffer and Secretary Kerri Smith to place the advertisements in The Dillsburg Banner for November 19, 2020 (14 days out) and November 26, 2020 (7 days out).

Second by Supervisor David Christensen.

Discussion: No further discussion.

The motion carried.

APPROVAL AND PAYMENT OF BILLS

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

Second by Supervisor Naomi Decker.

Discussion: There was no discussion.

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 Vice Chairman David Buckwash.

Discussion: There was no discussion.

The motion carried.

Treasurers Memorandum-

A. Solicitor Shaffer reached out to both Tony Clea from the Auditor General’s office and Bryan Jordan of PSATS to discuss the Pension Audit Committee. Bryan Jordan noted a Township of our size would not benefit from a Pension Committee. The BOS decided that no Pension Committee was needed.

B. Supervisor Galbraith further discussed options for investing the Township Reserve monies currently sitting in our accounts not accruing much interest. Discussion ensued. Pam is to check into the interest rates currently available. Tabled for December meeting.

C. Pam noted that she has not been able to speak with the contact person at York County Solid Waste Authority regarding the 904 Recycling Grant Opportunity. Tabled until the December meeting.

D. Pam gave an update on the installation of the upgraded sound system. There are a few items to still be worked out yet but making progress.

E. Pam presented an older quote from Stamm Solutions regarding surveillance cameras, in case the BOS wanted to look into it further, which they did not.

BCO / ZONING OFFICER'S REPORT

A. A written report was submitted for October 2020.

B. Zoning Hearing Application was presented for informational purposes only. The hearing is to take place November 16, 2020, regarding the property located at 176 Clear Spring Road, Dillsburg, PA.

SUBDIVISION AND LAND DEVELOPMENT

A. Letters regarding L-Cubed Corporation located at 871 Range End Road, Dillsburg were presented to the BOS. Discussion ensued regarding the York County Conservation District Comments, Barton Loguidice review and request for extension of time from John Madden on behalf of L-Cubed Corporation through December 31, 2020. John Madden was present to answer any questions and provided an update on the status of where things stood.

A motion was made by Vice Chairman David Buckwash to grant the extension of time through December 31, 2020.

Second by Supervisor David Christensen.

Discussion: There was no discussion.

The motion carried.

B. A subdivision plan was presented for Warren B. & Ruth E. Lupfer and B&P Land Company requesting a waiver for the small tract of land located in Franklin Township, York County. Jade Fertich representing B&P Land Company was present via Zoom call and gave a brief overview of the request being presented for the tracts owned by Warren B. & Ruth E. Lupfer at Cumberland County Tax ID Number 40-14-0138-021 and B&P Land Company at Cumberland County Tax ID Number 40-14-0140-085. Discussion ensued regarding the work to be done and land involved. Engineer Brath and Secretary Kerri Smith will prepare a letter for B&P Land Company with the BOS waiver for the land development requirements.

A motion was made and amended by Vice Chairman David Buckwash to waive the land development requirements as proposed in the Warren B. & Ruth E. Lupfer and B&P Land Company subdivision plan provided that no improvements be made in Franklin Township.

Second by Supervisor Naomi Decker.

Discussion: There was no discussion.

The motion carried.

MUNICIPAL REPORTS

Solicitor

A. Appeal Decision Notification for 599 Range End Road–Bret noted that it was decided at the October 21, 2020, BOS Budget Meeting that the BOS would not appeal the final decision. No further action.

B. County Line Road damage–Cameron Myers contacted the Township Office and spoke with Roadmaster Andy Gibb regarding payment for repairing the damaged road. Discussion ensued regarding Traveler's Insurance contacting Roadmaster Gibb regarding the claim and amount for repair, obtaining three quotes for the cost to repair the road in Spring 2021 due to paving season being done for 2020, and Bret requesting contact information for the Traveler's Insurance representative so he could continue the discussion further regarding payment. Secretary Kerri Smith will forward the representative information to Solicitor Shaffer.

A motion was made by Vice Chairman David Buckwash for Roadmaster Andy Gibb to obtain two additional bids for repairs to the damage caused on County Line Road and for Solicitor Shaffer to contact the insurance company to discuss specifics of the claim and how it cannot be remedied until paving season in Spring 2021.

Second by Supervisor David Christensen.

Discussion: There was no discussion.

The motion carried.

C. Resolution for Franklin Township's portion of the NYCFR Workman's Compensation Insurance –Bret discussed the need for the coverage map including all of Franklin Township. Treasurer/Assistant

Secretary, Pam Williams is to obtain the map and provide to Bret. Once Bret has reviewed the documents, they will need to be signed by Mark Wenrich as acting Township Chair.

A motion was made by Vice Chairman David Buckwash for payment of Workman's Compensation Insurance provided the map contains all of Franklin Township, if not, then this issue will be revisited.

Second by Supervisor David Christensen.

Discussion: There was no discussion.

The motion carried.

D. Zoning Amendment—Bret discussed the proposed amendment of language which would redefine land development, non-dwelling accessory structures, and flag lot setbacks to submit to the York County Planning Commission and Franklin Township Planning Commission for approval. Discussion ensued regarding the amendments and sending to York County Planning Commission for their review and comments. Bret will prepare a letter for York County Planning Commission copying Franklin Township Planning Commission along with the resolution for their review.

A motion was made by Vice Chairman David Buckwash that the Zoning Amendments as presented be sent to the York County Planning Commission and the Franklin Township Planning Commission for review.

Second by Supervisor David Christensen.

Discussion: There was no discussion.

F. MetEd – Discussion ensued regarding contacting a MedEd representative when there are roads at issue to discuss placement of the poles, so the poles are not in the right of way causing further issues. Supervisor Decker noted that one pole on Franklinton Road is in question. No action is being taken at this time and will be revisited should the need arise.

G. YC Solid Waste Authority and Tipping fees was previously discussed at the October meeting. No action is needed.

H. Clint & Joann Williams-135 Coffeetown Road, Dillsburg—Bret stated that the attorney representing the Williams family is out of the office, and it seems that a filing date was missed. Bret will reach out to the Attorney representing the Williams family to see if a solution can be reached. Bret noted that it would not be a fast solution and that follow up would be required. Tabled to December meeting.

I. Verizon Franchise Agreement – Bret stated that after reviewing the Township's file on Verizon there was nothing in that file regarding any franchise agreement between the Township and Verizon. Secretary Kerri Smith is to contact the resident that had inquired about the franchise agreement to obtain additional information on the Verizon representative he spoke with directly, so that the Township could then contact Verizon to obtain additional information.

J. Resolution for amendment to Employee Handbook – Bret requested clarification on the language to be used regarding vacation days, time vacation is to start (beginning of the year or time of hire) and time accrued for new hires and seasoned employees. Further discussion ensued. Bret will prepare the resolution and present it to the BOS for final approval. Tabled for December meeting.

H. Executive Session—Bret noted none was needed.

Bret further stated that he had been contacted by the York Area Regional Police Department's Solicitor noting that the Police Department was expanding and adding some Townships, more towards the northern part of the county. They had heard about our situation and asked if there was any interest in joining in with them. Discussion ensued regarding steps that would need to be taken. Supervisor Christensen noted it would be beneficial to speak with the attorney from Saul Ewing that had previously reached out regarding this situation. Secretary Kerri Smith is to reach out to the attorney regarding his consultation rate and if he would be willing to meet with the BOS and Solicitor Shaffer. No action is being taken at this time.

Parks & Recreation

A. A written report was submitted for September 2020 and November meeting is cancelled.

Road Master

A. Report is included in the Treasurer's packet provided.

B. Follow up on 152 Twin Hills Driveway Issue—Mr. Russ Goodling received the Township letter and discussed with Andy that he would have the work completed by April 30, 2021. Andy will follow up closer to that date to make sure that the work has been completed.

C. Insulation bids – Andy discussed the updated bids received from ECI & Lobar. Supervisor Christensen noted that Eric Lyons Construction stated that they are too busy to do the work. Discussion ensued regarding the two types of insulation, R19 and R30, and further noting that Lobar Associates is the current lowest bidder. Andy is to obtain additional quotes for both R19 and R30. Tabled for December meeting.

A motion was made by Vice Chairman David Buckwash for Roadmaster Andy Gibb to obtain two (2) new quotes for both R19 and R30 insulation in the garage.

Second by Supervisor Naomi Decker.

Discussion: There was no discussion.

Planning Commission

A. Final Planning Commission Meeting Minutes from October 5, 2020; informational only.

B. Recommendations from PC on amendment of Land Development definition to reflect Municipality Planning Code definition as approved in their October 5, 2020, minutes. These recommendations will be forwarded to the York County Planning Commission for review.

NEW BUSINESS

A. Appoint new Planning Commission Member – Richard Wisher.

A motion was made by Vice Chairman David Buckwash to appoint Richard Wisher to the Planning Commission as a new Member with a five (5) year term.

Second by Supervisor Brian Galbraith.

Discussion: There was no discussion.

The motion carried.

B. A request was made for a donation to be given to the Fire Police for traffic control on Election night, November 3, 2020, at Celebration Church. Discussion ensued regarding amount to be donated and the proper name of the fire department. Secretary Kerri Smith is to obtain the proper name of the fire company for the donation.

A motion was made by Vice Chairman David Buckwash for a donation of \$1,000.00 to be presented to the appropriate fire agency for providing traffic control coverage on Election day.

Second by Supervisor Naomi Decker.

Discussion: There was no discussion.

The motion carried.

C. Laboratory, Analytical & Biological Services, Inc. (LAB) Proposal for Ponderosa Park – discussion ensued.

A motion was made by Vice Chairman David Buckwash for Treasurer/Assistant Secretary, Pam Williams to sign the LAB Proposal on behalf of the BOS.

Second by Supervisor David Christensen.

Discussion: There was no discussion.

The motion carried.

D. York County Department of Emergency Services—Discussion ensued as to who the contact person for the Township would be. It was decided that Chairman Mark Wenrich would be the person to sign the authorization form.

E. SPCA of York County – 2021 Municipality Agreement. Discussion ensued and noted no action is to be taken as the Township does not offer this service.

OLD BUSINESS

A. Vacant position for DAA—Discussion ensued regarding the DAA vacancy. Secretary Kerri Smith had reached out to Andrew Baumgardner regarding his possible interest for serving as DAA representative. Mr. Baumgardner was not interested at this time, but he thanked the Township for considering him. Advertisement has been placed in The Dillsburg Banner for two additional times.

B. Zoom Account – Secretary Kerri Smith noted that she started a Zoom account for the Township to be used for recording the Township meetings.

C. Update on 120 Twin Hills Road regarding Police coverage for speeding and bulk items at the dumpster. Discussion ensued. Secretary Kerri Smith noted the ongoing issue of bulk items and overflow of the trash dumpster and inquired if it would be possible to have the Zoning Officer maintain awareness

and contact the owner if the trash pickup is not maintained as stated in the Trash Ordinance. Kerri is to email Land and Sea Services to request they drive by the noted location to make sure the trash is being maintained.

D. Security System – 3 quotes were previously provided by Supervisor David Christensen for ConnectX, Low V and M3T. Discussion ensued regarding pricing and how it should have been advertised in the paper due to the cost being over the allowed amount of \$21,000.00. The Department of Labor determines the allowable dollar amount each year. David is to obtain the specifications and provide to Kerri for the advertisement. Tabled for December meeting.

E. Signed Extension of Declaration of Disaster Through November 11, 2020 & New Extension
A motion was made by Vice Chairman David Buckwash to approve and sign the new Extension of Declaration of Disaster Through December 9, 2020.

Second by Supervisor Naomi Decker.

Discussion: There was no discussion.

The motion carried.

CORRESPONDENCE

A. York County Comprehensive Plan Amendment Public Notice Memo—no action needed.

B. York County Community Development Block Grant and/or Emergency Solutions Grant Program—no action needed.

C. OOR Reviewing Right to Know Fee Schedule—seeking comments by November 30, 2020—no action needed.

D. York County Government’s Chief Opportunity Officer Press Release—no action needed.

E. York County Economic Alliance (YCEA) Launches Pathways Portal—no action needed.

F. YATB Board of Directors October 26, 2020 Meeting Minutes—no action needed.

PUBLIC COMMENT

There was none.

EXECUTIVE SESSION- Vice Chairman David Buckwash announced that an Executive Session was held from 10:31 to 11:00 pm to discuss Water Street. No decision will be made.

ADJOURNMENT at 11:01 p.m.

A motion was made by Vice Chairman David Buckwash to adjourn the meeting at **11:01pm**.

Second by Supervisor Brian Galbraith.

Discussion: There was no discussion.

The motion carried.

Respectfully submitted,

Kerri J. Smith

Kerri J. Smith
Secretary