

**FRANKLIN TOWNSHIP  
BUDGET MEETING MINUTES  
November 18, 2021, 5:30 PM**

**5:30 PM** The BOS interviewed Wayne Smith for potential services for Zoning Officer, Code Enforcement and completing Non-UCC Permits. He stated his basic rate is \$25.00 per hour with a three hour per week minimum. He will send a document listing his services and charges.

**Call to Order**

**Roll Call**

**(x) Wenrich (x) Galbraith (x) Buckwash (x) Christensen (x) Decker**

**(x) Williams**

Chairman Mark Wenrich called the Budget Meeting to order at 6:05 PM There were no audience members present.

**A motion was made by** Supervisor David Buckwash to approve the October 7, 2021, Budget Meeting minutes.

**Second by** Supervisor David Christensen

**Discussion-**there was no discussion.

**The motion passed.** Supervisor Naomi Decker abstained as she did not attend the meeting.

**PARKS & RECREATION (P & R)**

Parks & Recreation Chairperson Terry Hoffman discussed the slide that broke and the options to replace it. She listed Option A as a Twist Climber to replace the slide at a cost of \$2,122. Option B was a Hopscotch Climber at a cost of \$2,078. The Board of Supervisors (BOS) agreed that it should come out of the General Fund vs. the P&R fund since it broke. Chairman Wenrich suggested voting on Option A and if there is a problem getting it or it's not available, going to Option B. The question was asked if the company must install it to maintain the warranty or can our road crew install it.

**A motion was made by** Supervisor David Christensen to recommend approving the purchase of the Nuvo Twist Climber at a price of up to \$2,500 to be paid for out of the General Fund.

**Second by** Chairman Mark Wenrich

**Discussion-**Discussion ensued to confirm there are currently four slides at Ponderosa Park. Supervisor Naomi Decker asked if there was space at Ponderosa to add another slide.

**The motion passed.**

Chairperson Terry Hoffman stated the idea of a community garden was raised again at their last meeting.

**A motion was made by** Supervisor David Buckwash to state that the BOS does not approve of a community garden at the area below the upper soccer field or on any of the parks or township property.

**Second by** Supervisor Naomi Decker

**Discussion**-Erosion was discussed if a garden would be put in.

**The motion passed.** Supervisor Brian Galbraith abstained.

At one of the last meetings, it was mentioned that one of the P & R members requested that the cinder blocks and items in the fence row on the property line at Ponderosa Park be cleaned up. The BOS formally denied this. Chairman Wenrich also stated that these areas are properly posted, and nobody should be playing at these areas anyway.

Chairperson Terry Hoffman stated the Free Libraries will be paid for out of the P&R fund at a cost of \$739.80. This includes the post, box, and logo.

She stated the cost of the Hand Sani pumps are \$599 each and they are requesting one be placed at each township park. It was agreed these would be purchased from the General Fund. The committee is looking at purchasing four more benches to be used on the walking paths and replacing memorial signs in the future. Some of the signs are missing or damaged. She is requesting funds for those items come out of the General Fund. The benches would not come in until spring.

Chairman Wenrich called Roadmaster Andy Gibb to discuss dead trees and the purchase of stone for the walking path. Roadmaster Gibb said he will look at the dead trees at the bottom of Twin Hills where the swing will be placed and review the price calculations (255 tons @\$12.25 a ton/\$4,095.00 or \$3,123.95) for the stones again for the walkways at Ponderosa Park. It was agreed that \$3,125.00 is the correct amount

Discussion was again held on the recreation area in Sherwood Forest and the private resident who is mowing an area in question.

**A motion was made by** Supervisor David Buckwash to purchase the two Hand Sanis and bench(s) out of the General Fund.

**Second by** Supervisor David Christensen

**Discussion**-There was no discussion.

**The motion passed.**

Supervisor David Buckwash asked if the BOS needed to readdress the NYCPR line item again due to the price increase of grease, oil, etc. costs. Chairman Mark Wenrich said that there was also a decrease in the amount of our obligation due to other townships and also from our township purchasing additional police hours. Chairman Wenrich will forward the email with the police budget update to Treasurer Williams as she did not receive it. The difference between the original budgeted number and the updated budget number is \$1,900.21.

## **GENERAL FUND BUDGET**

Review and discussion continued with the 2022 General Fund Budget beginning with the donation of \$45,000 to NYCPR. Chairman Wenrich asked when the truck would be paid off and Treasurer Williams stated the loans are to be paid off in 2023. Chairman Wenrich said with the \$45,000 annual donation and the approximately \$46,491.96 in loan payments, our donation is close to \$100,000 that we're giving NYCPR per year. It was suggested there should be a replacement plan for the fire equipment and Supervisor Decker stated once the current loans are paid off for the fire truck, the township should divert that money to another piece of equipment.

Discussion was held on the refinancing of the fire truck with the Commonwealth of PA by NYCFR and how that could take place when we own the title on the fire truck. Treasurer Williams stated when it was brought to her attention, she spoke with Mark Snyder at NYCFR, and a representative from the Commonwealth and could not get a satisfactory answer as to how it was refinanced if Franklin Township didn't initiate it. The information was all sent to Solicitor Shaffer. Supervisor Decker questioned if it was done under Fireman's Relief. Supervisor Galbraith said they may have refinanced the unsecured part of the loan.

Supervisor Galbraith stated currently, the NYCFR is losing \$100,000 per year based on the information/budget provided by NYCFR and our township must pay our share regardless of what other townships are doing. Chairman Wenrich said by law, townships must provide fire service. Supervisor Decker suggested we could increase our millage and provide them an increased amount of money from those additional revenues. Supervisor Galbraith suggested giving them monies from our General Fund reserves. Discussion was held on the additional amount of monies we should provide. Chairman Wenrich asked Treasurer Williams to place this on the December agenda to discuss with Hector. Supervisor Decker also said that she has never been able to get a satisfactory answer on how much money was spent on services provided to NYCFR by Consultant Rob Brady. Discussion was held on asking NYCFR to come to a meeting and explain how the fire truck refinancing was completed.

414.10-Planning & Zoning-Treasurer Williams stated this included Land & Sea all year and the Zoning Officer from July 1 on when Barry Isett took over the Zoning Officer services. Next year, she will break out the BCO Salary and the Zoning Officer Salary to keep them separate if different firms are completing BCO services vs. Zoning services. For 2022, 414.32-BCO Salary Outsource will be \$10,000 and 413.14-Zoning Officer Salary will be \$5,000. 414.10-Planning & Zoning will be zero.

430.23, Gasoline was increased to \$1,600 for 2022 from \$1,300 in 2021.

430.24, Diesel Fuel was increased to \$11,500 for 2022 from \$9,900 in 2021. Discussion ensued on purchasing a chipper.

Treasurer Williams answered a question concerning 433.14, Street Sign Wages. She stated payroll is coded differently when they're working on street signs.

She also explained that Inspections and all equipment repairs are put under State Highway.

437.25, Repairs & Supplies. This started when a previous Roadmaster was here. The BOS decided to leave it that way and let line 437.21, Inspections (in the General Fund) at zero.

432.14, Snow & Ice Wages was decreased to \$20,000 for 2022 from \$25,000 in 2021.

437.22, Oils & Lubricants was decreased to \$500 for 2022 from \$1,000 in 2021.

437.28, Repairs of Tools & Machines was decreased to \$500 for 2022 from \$2,500 in 2021.

438.14, Highway Maint. Other was decreased to zero for 2022 from \$25,000 in 2021.

438.15, Highway Wages Non-Project was increased to \$42,889 for 2022 from \$32,889 in 2021.

438.45, Contracted Services was decreased to \$500 for 2022 from \$1,000 in 2021.

452.14, Wages, Park & Recreation was increased to \$37,000 for 2022 from \$22,000 in 2021.

486.21, General Insurance Premiums was increased to \$10,000 for 2022 from \$9,000 in 2021.

486.50, Liability Insurance was increased to \$6,700 for 2022 from \$5,700 in 2021.  
487.93, Health Insurance was decreased to \$36,000 for 2022 from \$39,000 in 2021.

Treasurer Williams explained Payroll is all paid out of the General Fund and that there are some wage codes that are reimbursed from the State Highway Fund. Discussion ensued on reducing Highway Wage line items that are negative amounts. 438 Highway Wages in the General Fund is a higher negative amount because when payroll is paid out for all the different codes, it gets broken down into different codes. When State Highway reimburses the General Fund, it all goes to 438.14, Highway Maintenance Wages.

Civic Contributions remained the same for 2022. Truck payments/interest and payoff dates were discussed. Employer paid benefits were all left the same for 2022. Treasurer Williams stated it's hard to have good numbers here for a full year due to employees coming and going.

After reviewing the General Fund income and expenses, there was a \$20,000 difference. The \$77,000 entry for switching from M&T to F&M for the State Highway Fund should not have been shown in the Projected column as it overstated the Projected column, however, it did not affect the 2022 Budget column.

Discussion was held on using the ARPA funds in the amount of lost revenue for giving additional funds to NYCFR. If we give NYCFR additional monies, next year it will show up in the Actual & Projected column and then the increase will be budgeted for 2023.

**A motion was made** to approve the General Fund Budget by Supervisor David Christensen with the changes as discussed and agreed upon at this meeting.

**Second by** Supervisor David Buckwash

**Discussion**-there was no discussion.

**The motion passed.**

Discussion ensued on purchasing a Chipper and if a new one should be purchased, or we should look for a used one. Chairman Wenrich will talk to Roadmaster Gibb to get three quotes. Treasurer Williams reminded the BOS that we did get approximately \$3,300 from the grant to put towards the purchase of a Chipper.

**A motion was made** to approve allowing Roadmaster Gibb to get three quotes on an industrial chipper that would fit our municipality's need.

**Second by** Supervisor David Christensen

**Discussion**-there was no discussion.

**The motion passed.**

**A motion was made** to approve the State Highway Budget by Chairman Mark Wenrich.

**Second by** Supervisor David Buckwash

**Discussion**-there was no discussion.

**The motion passed.**

**A motion was made** to approve to the Parks and Recreation Budget by Chairman Mark Wenrich.

**Second by** Supervisor David Christensen

**Discussion**-there was no discussion.

**The motion passed.**

Supervisor Christensen stated his opinion was that we should consider a millage increase if we're thinking about possibly purchasing another truck for NYCFR. Supervisor Galbraith asked why we would consider a millage increase if our reserves keep increasing. Supervisor Decker said she thought we could take it from .06 to 1 mil for an increase. Supervisor Galbraith stated we bring in more from Earned Income Tax than Real Estate Tax, so the millage doesn't seem to make as big a difference. The difference was discussed as far as a millage increase vs. a fire tax as far as control of the money.

Discussion ensued on the opinion of the BOS of Zoning Officer Wayne Smith that was interviewed as a potential candidate for our new Zoning Officer. The handling of the problems from Chainsaw Road and the RV issue by current Zoning Officer Jeff Gardner was also discussed.

Treasurer Williams asked about the check for LowV and stated they did move the camera and that Roadmaster Gibb fixed the doors since the security system was installed on doors that weren't commercial doors. Discussion ensued on if we should short pay. She stated we're trying to get them to come back to provide training, but they don't do any training after 3:00-4:00. Supervisor Christensen will call Frank (the first person he met with) and see if he can take care of setting up the training and fixing the door gaps or paying for our Roadmaster to fix he gaps in the doors. Supervisor Decker stated Roadmaster Gibb said that when he mentioned the doors to the LowV representative, the representative stated, "we don't do the doors." The contract will need to be reviewed. Discussion ensued on who will need to be trained on the system and who the administrator will be. Treasurer Williams said the time involved will be an issue for her as she is already very behind in her work, and it may be an issue for Traci as well as we are both very busy with our regular duties.

**A motion was made** by Supervisor David Buckwash to adjourn the meeting at 9:01 PM.

**Second** by Supervisor Dave Christensen

**Discussion:** There was no discussion.

**The motion passed.**

*Pamela Williams*

Pamela Williams-Treasurer/Asst. Secretary