Meeting Minutes Franklintown Borough October 7, 2026

**Meeting called to order** by Council President M. Adams at 7:00 PM with the Pledge of Allegiance.

**Elected Officials present** President Matthew Adams, Mayor James Adams, Grace Franks, Dustin Swab, Kat Metzger, Doug Isenberg, Nate Nell and David Steidler

**Borough Staff and Appointed Officials Present** Solicitor Darryl Dethlefs, Engineer Phil Brath, Water Operator John Scrivens, Secretary/Treasurer Kristen Taylor

**Visitors** Teresa Adams for the P&R Board Report, Ron Miller for Fill site Proposal

**Police and Fire Reports** Police and fire reports were distributed to Council.

**Public Comment** No public comments were recorded.

## Approval of Previous Meeting Minutes

David Steidler made a motion to approve the September meeting minutes. Dustin Swab seconded the motion. **Motion carried.**

## Engineer's Report

Phil Brath indicated that items would be discussed under New Business.

## Solicitor's Report

Darryl Dethlefs indicated that items would be discussed under Old Business.

## Street Committee Report

Matthew Adams reported that repairs to West Avenue have been completed and the roadway is in good condition.

## Water Authority Report

John Scrivens distributed the monthly Water Authority report.

## Treasurer's Report

David Steidler made a motion to approve the September 2026 Treasurer's Report, subject to audit. Grace Franks seconded the motion. **Motion carried.**

Grace Franks made a motion to pay the monthly bills. Kat Metzger seconded the motion. **Motion carried.**

## Parks and Recreation Committee Report

Teresa Adams reported that the Spooky House will be ready for Trick-or-Treat Night.

Matthew Adams inquired about the final DCNR inspection scheduled for October 29, 2026. Mayor Adams noted that drain covers still need to be installed in the concession stand restrooms. Engineer Phil

Brath expressed concern about a low mulch area to the playground and suggested redistributing mulch from areas where it has accumulated. Kat Metzger volunteered to coordinate volunteers to complete the work, and Nate Nell offered assistance.

## Correspondence

A memorandum from Doug Isenberg was distributed and discussed by Council.

Discussion focused on expenditures associated with the fill site and engineering services. Concerns were raised regarding costs incurred in connection with engineering work and the proposed fill site plan. Engineer Phil Brath explained that LiDAR data and survey information were obtained to determine fill quantities required should the Borough continue pursuing a fill permit. Council members discussed communication regarding expenditures and prior approvals related to fill permit applications.

Mayor Adams and Council members discussed historical work performed at the site, including grading and drainage improvements. Additional discussion occurred regarding estimates for drainage pipe improvements and requirements associated with obtaining a fill permit.

No formal action was taken under correspondence.

## Old Business

### Property Maintenance Complaints

Grace Franks made a motion to authorize the issuance of three Property Condition Complaint letters, dated October 8, 2026, upon signature by the Codes Enforcement Officer. David Steidler seconded the motion. Motion carried.

### Yard Waste Dumpster

Council discussed scheduling a yard waste dumpster for Borough residents.

Consensus was reached to schedule a 40-yard dumpster for the first week of November, from November 5 through November 9, 2026, for yard waste only. The Secretary was directed to coordinate scheduling with Penn Waste.

## New Business

### Dillsburg Area Authority Representative

Council discussed the need to appoint an additional representative to the Dillsburg Area Authority. It was noted that Kristen Taylor is ineligible due to residency requirements. Nate Nell stated he would speak with a potential candidate. No action was taken.

### Park Committee Resignation

Grace Franks made a motion to accept David Steidler's resignation from the Park Committee. Dustin Swab seconded the motion. Motion carried.

### Trick-or-Treat Night

Grace Franks made a motion to schedule Trick-or-Treat Night for October 29, 2026, from 6:00 PM to 8:00 PM. Matthew Adams seconded the motion. Motion carried.

Council also discussed preparations for the October 29 DCNR final park inspection, including installation of drain covers and redistribution of playground mulch.

### Engineer Services RFP

Council discussed whether to issue a Request for Proposals (RFP) for engineering services. Several Council members expressed support for retaining the current engineer, while others discussed the merits of soliciting additional proposals.

No motion was made and no action was taken.

### Capital Improvement Planning

Council discussed preparation of a Capital Improvement Plan and encouraged members to identify priorities for both Borough and Water Authority projects over the next five years.

Potential projects discussed included:

- Road improvements
- Water meter upgrades
- Meeting room improvements
- Digital signage
- Baseball field development
- Video surveillance systems

- Parking lot paving

Council members were asked to submit project recommendations to the secretary before November 1.

## Fill Site Management Proposal

Ron Miller of REMCON presented a proposal regarding management of the Borough fill site.

Mr. Miller described his long-standing use of the site, maintenance efforts he has voluntarily performed, and concerns regarding unauthorized dumping and site management. He proposed entering into a long-term arrangement with the Borough under which REMCON would oversee fill site operations, manage incoming loads, perform site maintenance, and install access controls at no cost to the Borough.

Council discussed site management practices, permit requirements, engineering considerations, and legal implications of a potential agreement. Solicitor Dethlefs advised that any proposal should be submitted in contract form for review.

Council agreed that a proposed Fill Site Management Agreement should first be reviewed by the Borough Solicitor and then discussed at a future public meeting.

Until a decision is made regarding site management, Council agreed that individuals dumping material at the site must either level their loads or pay an applicable dumping fee to the Borough.

## Fill Site Access Control

Grace Franks made a motion authorizing REMCON to install a chain across the fill site entrance at REMCON's expense. David Steidler seconded the motion. **Motion carried.**

## Fill Site Permit Application

Engineer Phil Brath reviewed two fill site permit options and discussed associated regulatory requirements, including erosion and sediment control permitting.

Following discussion, Grace Franks made a motion authorizing the Borough Engineer to proceed with **Option 2** of the fill site permit application process, including approximately **$3,200 in agency fees** and **$3,800 in engineering fees**, in addition to previously incurred engineering expenses. Doug Isenberg seconded the motion. **Motion carried.**

## Traffic Sign Discussion

David Steidler raised concerns regarding inoperable speed limit signs and the need to remove red and blue flashing lights from the signs. Discussion indicated that the flashing lights can be removed through reprogramming. Further investigation into the non-functioning sign was requested.

## CDBG Grant Opportunities

Engineer Phil Brath informed Council that applications for the 2027-2029 Community Development Block Grant (CDBG) funding cycle are due January 15, 2027.

Potential projects discussed included:

- West Avenue reconstruction
- Long Avenue improvements
- Additional projects to be identified through the Capital Improvement Plan

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## Adjournment

Grace Franks made a motion to adjourn the meeting. David Steidler seconded the motion. Motion carried.

The meeting adjourned at 8:33 PM.

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## Next Meeting

November 4, 2026, at 7:00 PM