

Franklinton Borough Council Meeting February 7, 2024

Meeting called to order by President M. Adams @ 7:05 PM

Pledge of Allegiance

Present: Council Members: M. Adams, D. Steidler, D. Isenberg, D. Bible, K. Kunkle, K. Metzger; Mayor Jim Adams; Engineer, P. Brath; and Solicitor, B. Kerns.

Motion Made by K. Kunkle to add items to New Business for this meeting. D. Steidler seconded this motion, and it was carried forward. Items were added to New Business.

Police and Fire Reports were pre-circulated in the meeting packet, with Brian Taylor from the Wellsville Fire Company providing additional event dates.

Public Comment:

Tim Hildebrand requested authorization for Ethan Stills as a new coordinator for NEMA, under Title 35 section 75, which mandates municipal sign-off for staff changes. The motion to authorize the secretary to sign the form was made, seconded by Kelly, and carried.

Ken Kemper (Zoning Inquiry): Discussed zoning officer consultation, property setbacks, and the classification of a property at 33 West/South Water as a corner lot. Advised to hire a private engineer for further clarification.

Discussion Topics

701 E Cabin Hollow Rd – Kevin Anderson is to be notified about the park rec fee requirement before his occupancy permit issued. Secretary to collect all permit fees.

NO previous month's minutes due to technical difficulties.

The council discussed email policies and social media guidelines, referencing the PA Municipal Records Manual, which the borough has adopted.

A resolution was made to adopt the destruction of audio records policy, contingent upon the approval of written minutes.

Financial Reports given as Profit and Loss; Balance Sheet. K. Kunkle motioned to approve January bills as submitted. D. Steidler seconded, motion carried.

Kelly moved to approve the payment of bills.

Committee Reports:

Park Committee (Teresa Adams): Presented draft minutes, including updates on DCNR prevailing wage, ordinance revamping, and monetizing of donated labor and materials for match money. Discussed public awareness and funding for park projects.

Old and New Business

Crosswalks: Discussion on implementing crosswalks for safer pedestrian crossing along Route 194.

Street Commission: D. Bible confirmed as the street commissioner.

Concerns were raised about Republic Waste's service consistency, with suggestions for recourse per the existing contract.

Wilsons, and Fire Company West Avenue original notarized deeds were handed to B. Kerns at this meeting.

ARPA Funds: Discussion on the allocation and obligation of ARPA funds, with a note that 2024 is the deadline for obligating these funds, with usage extended to 2026.

Solicitor B. Kerns provided sample policies for email and social media Policies for council's consideration. Emphasized the importance of using official channels for borough business to ensure transparency and compliance.

Discussed considerations for transitioning to paperless operations and technology upgrades for borough official communication.

Audit Requirements: Discussed the need for detailed bank statements and bill listings to meet audit requirements.

Borough Dumpster Removal: Matt proposed the removal of the borough dumpster, with D. Isenberg seconding. The motion was carried, with plans to replace it with trash totes.

The meeting was adjourned at 8:35 PM, motioned by K. Metzger and seconded by D. Bible.

Franklinton Borough Council Meeting March 6, 2024

Meeting called to order by President M. Adams @ 7:00 PM

Pledge of Allegiance

Present: Council Members: M. Adams, D. Steidler, D. Isenberg, D. Bible, G. Franks, K. Metzger; Mayor Jim Adams; Engineer, P. Brath; and Solicitor, B. Kerns.

Motion was made to accept K. Kunkle resignation from council. D. Isenberg motioned. G. Franks seconded. Motion carried.

Motion was made to appoint Dustin Swab to the Franklinton Borough and Franklinton Municipal Authority. D. Steidler motioned; G. Franks seconded. motioned carried. RESOLUTION 2024-01

Police and Fire Reports were pre-circulated in the meeting packet, with Brian Taylor from the Wellsville Fire Company providing additional event dates.

Public Comment: None

Discussion Topics

West Ave deeds – the solicitor brought to the table the financial and liable implications surrounding the matter.

Cabin Hollow Road bridge – the engineer brought information from the Franklin Township traffic study as it pertained to bridge limitations. Franklin township requested the Franklinton Borough to install two signs at RT 194 and Cabin Hollow – facing east.

A motion was made to purchase two NO TRUCK signs, to be installed on both sides of Cabin Hollow Road facing east. D. Isenberg made the motion. D. Bible seconded. Motion carried.

A motion to accept the previous month's minutes was made by G. Franks. Motion carried.

A motion to pay the bills was made by D. Isenberg. Motion carried.

A motion to accept the financial report was made by G. Franks. Motion carried.

A motion was made to add Secretary Kristen Taylor to the PMRS retirement plan. D. Bible motioned; G. Franks seconded. The motion carried.

Park Committee Reported on the Archie Hess Park Project with regards to bid packet. A motion was made to advertise the bid by D. Steidler, seconded by K. Metzger. Motion carried.

A discussion surrounding the borough office hours was discussed. Set hours were not established at this meeting. K. Taylor, secretary, will continue to be available 30 hours a week with a min of 20 office hours onsite. Set office hours will be established following the catch up of a back log of work.

The meeting was adjourned at 8:35 PM, motioned by D. Bible and seconded by K. Metzger.

Franklinton Boro Meeting Minutes April 3, 2024

Pledge of allegiance

Meeting called to order by M. Adams at 7:00 pm.

Council Members present: President M. Adams, D. Isenberg, D. Steidler, D. Swab, G. Franks, K. Metzger, D. Bible

Borough Staff: Solicitor B. Kern, Engineer P. Brath, Water Operator J. Scrivens, Mayor Adams

Executive Session called for legal advice from Solicitor at 7:02 PM

Executive Session ended at 7:21 PM and regular borough meeting resumed.

Fire company Report- provided in packet

Public Comments-

- Holly Kelley, running for 92nd Legislative District, to make an introduction.
- Mr. & Mrs. Fishel expressing their opinion of the borough vacationing of West Avenue. M. Adams stated the West Ave topic will be on the agenda next meeting.

Engineer report- Archie Hess Project bids are to be submitted by 3:00 PM April 17, 2024 at 3:00 P.M. and read aloud at a special meeting at 7:00PM. Solicitor commented to leave a few hours in between to be sure the bidders bidding on one category consideration for lowest bid awarded. April 17th by 3:00Pm – read allowed on April 17th for the successful or apparent bidder.

Solicitor- submitted a commented report with reminders. Discussion regarding a code that may need to be amended allowing residents to use the burn pile.

A motion was made to have the solicitor draft an ordinance to repeal the brush pile use for residents. D. Isenberg D. Bible seconded the motion.

Water – operator – submitted March water report.

Street Commission – West AVE. Main Street being repaved this summer. M. Adams talked to DAA about raising manholes.

G. Franks made a motion made to accept minute with the correction to remove D. Bible's name since he was not present. D. Steidler seconded the motion and it carried.

D. Steidler made a motion to accept the treasurer's report as submitted. D. Bible seconded. Motion carried.

D. Isenberg made a motion to pay the bills. D. Bible seconded. Motion carried.

Parks & Recreation committee – Reports on Archie Hess Parks Project activity. Newsletter printed and folded to be stuffed in envelope with the water/trash bills. Communication with solicitor, engineer, and volunteers.

Signs – need to be ordered – No Trucks – for Cabin Hollow Rd at RT 194.

Schedule company to Spray the weeds.

G. Franks Motioned to adjourn the meeting. M. Adams seconded, and meeting adjourned 8:58 PM

Franklinton Boro Meeting Minutes May 1, 2024

Meeting called to order by M. Adams at 7:00 pm.

Pledge of Allegiance

Council Members present: President M. Adams, D. Isenberg, D. Steidler, D. Swab, G. Franks, K. Metzger

Council Member absent: D. Bible

Staff present: Solicitor B. Kerns, Engineer P. Brath, Water Operator J. Scrivens, Secretary/Treasurer K. Taylor
Borough Staff, Mayor Adams

Visitors:

T. Martinez – To inquire regarding traffic control, and animal control/noise ordinances.

K. Kemper - asked about a demolition permit and to shut off water at the meter. Inquired what council would need to find another well.

Previous Month's meeting minutes were not available. To be acted on June 5, 2024, meeting.

Water Authority - J. Scrivens says the leak has been fixed.

Engineers Report: Nothing.

Solicitor: Discussed status of Vacation of West Ave. A draft ordinance to amend the use of Burn Pile was handed out. Discussed amending section 207 of borough code that allows restriction for truck traffic, in consideration for the NO TRUCK signs to be placed going east on Cabin Hollow and Rt 194.

Treasurer's Report: G. Franks made a motion to accept the Treasurer's report as submitted, K. Metzger seconded, and the motion carried.

K. Metzger made a motion to accept the disbursements as presented, G. Franks seconded, and the action was approved.

Committees:

Park Committee report from Teresa Adams.

Correspondence: None

New Business:

Old Business: Signs for Cabin Hollow

8:21 Pm into executive session for Personnel and legal counsel

9:01 Pm back from session.

The solicitor asked for a copy of the ordinance to vacate West Avenue, as she only had the draft form. The secretary reported an ordinance was not on file or recorded. Further research is required to locate the status of the ordinance.

G. Franks made a motion to adjourn the meeting. Kat. Metzger seconded; meeting adjourned 9:10 PM

Franklinton Boro Meeting Minutes June 5, 2024

Meeting called to order by Council President M. Adams at 7:00 PM

Elected Officials present:

President M. Adams, D. Isenberg, D. Steidler, D. Swab, G. Franks, K. Metzger, Mayor J. Adams

Borough Staff and Appointed Officials Present: Solicitor B. Kerns, Engineer P. Brath, Water Operator J. Scrivens, Secretary/Treasurer K. Taylor

Visitors: R. Fishel and V. Fishel, K. Kemper, Teresa Adams.

Police Report:

Included in the meeting packet.

A discussion was held regarding on youth vandalism at the park and other properties in the borough.

M. Adams will discuss the issue and concerns with the police chief.

Fire Report:

Delivered by B. Taylor from WFC.

Report included in the packet.

WFC hired 14 personnel.

Wellsville Carnival scheduled for August 14, 2024.

An Executive Session for Legal Matters was held.

Time in: 7:14 PM, Time out: 7:19 PM.

Public Comments:

R. and V. Fishel: Were present to request a status update on the matter of the vacation of West Ave. Council and the Solicitor advised that additional research regarding the prior vacation Ordinance 297-2023 resulted in a finding that the subject section of West Ave was not vacated. Council advised that the borough will maintain the subject portion of West Ave.

K. Kemper: was present to request use of the Borough Brush Pile at the Park to discard burnable materials from his project. A discussion was held for this exception made due to proposed ordinance abolishing public use of the burn pile.

A Motion was made to Allow Mr. Kemper Use of the Brush Pile at the Park:

Made by G. Franks, seconded by D. Swab.

Motion carried.

Approval of Previous Meeting Minutes:

April Minutes: Motion for approval of the April 2024 meeting minutes was made by D. Bible, seconded by D. Swab. Motion carried.

May Minutes: Motion for approval of the May 2024 meeting minutes with corrections was made by D. Swab, seconded by D. Steidler. Motion carried.

Engineer's Report:

Discussion was held on closing out the bond for South Heights development.

Issues raised about grading changes affecting water runoff.

Need for revised plans to be filed correctly. Engineer will follow-up with developer for resolution.

A Motion was made to Postpone Release of J.H. Meyers Bond:

Made by D. Bible, seconded by D. Steidler.

Motion carried.

Solicitor's Report:

Solicitor advised that the Borough cannot appoint a business entity as secretary, and this position should be held by an individual person. Pursuant to the Borough Code Council may appoint a bank as Treasurer. Based on the research findings the Solicitor recommends using borough employees for temporary/project needs.

Solicitor advised that legal notice of intent to adopt proposed Ordinance 298-2024 Amending Part 9, Chapter 3 of the Code of Ordinances prohibiting use of the brush pile at Archie Hess Memorial Park, and Part 7, Chapter 2, Section 207 of the Code of Ordinances restricting truck traffic on certain highways, was published in the Dillsburg Banner on May 16, 2024 pursuant to the Borough Code requirements. Council may take action to adopt proposed Ordinance 298-2024.

Street Commission Report:

A Motion was made to Get Estimates for West Avenue Repairs:

Made by D. Bible, seconded by D. Isenberg.

Engineer to provide proper paperwork for RFP.

Motion carried.

A Motion was made to Get Bids for Stone to Redo Church Street:

Made by K. Metzger, seconded by G. Franks.

Motion carried.

A Motion was made to Purchase Paint and Rollers for Curb Painting at Glenview Circle Extended:

Made by G. Franks, seconded by K. Metzger.

Motion carried.

Treasurer's Report:

A Motion was made to Accept April Treasurer's Report:

Made by G. Franks, seconded by K. Metzger.

Motion carried.

A Motion was made to Pay the Bills:

Made by D. Bible, seconded by K. Metzger.

Motion carried.

Park Committee Report:

Updates on Archie Hess Park improvements.

Discussed noncash donations and compliance with DCNR requirements.

Solicitor to update certificate of compliance for bid.

There was a discussion to Consider using online bidding platforms like COSTARS since no bids were submitted by the deadline for the rebidding of the Park Improvement Project. There will be no action needed under New Business because no bids were submitted by the deadline.

A Motion was made for Engineer P. Brath to Attend DCNR Meeting:

Made by K. Metzger, seconded by G. Franks.

Motion carried.

Old Business - Council Actions, Motions, and Approvals:

Motion Regarding Ordinance 297-2023: A Motion was made to declare that Ordinance 297-2023 was not adopted pursuant to the procedural requirements of the Borough Code, and therefore the subject portion of West Ave has not been vacated and maintains a public roadway status.

Made by G. Franks, seconded by D. Swab.

Motion carried.

A Motion was made to Adopt Ordinance 298-2024, Amending Part 9, Chapter 3 of the Code of Ordinances prohibiting use of the brush pile at Archie Hess Memorial Park, and Part 7, Chapter 2, Section 207 of the Code of Ordinances restricting truck traffic on certain highways.

Made by G. Franks, seconded by D. Bible.

Motion carried.

New Business - Council Actions, Motions, and Approvals:

A Motion was to publish Set Office Hours of 11 am to 2 PM Monday – Thursday, with availability 9 am to 5 pm Monday – Thursday by appointment:

Made by G. Franks, seconded by D. Bible.

Motion carried.

A Motion was made to Hire Kelly Kunkle as Temporary Part Time Administrative Support at the rate of at \$20/hour and the position to be reassessed by Council monthly.

Made by G. Franks, seconded by D. Bible.

Motion carried.

A Motion was made to Adjourn.

Made by D. Steidler, seconded by D. Bible.

Meeting adjourned.

Franklinton Boro Meeting Minutes July 3, 2024

Meeting called to order by Council President M. Adams at 7:00 PM

Elected Officials present: President M. Adams, D. Isenberg, D. Steidler, D. Swab, G. Franks, K. Metzger, Mayor J. Adams

Elected Officials absent: D. Bible

Borough Staff and Appointed Officials Present: Solicitor B. Kern, Engineer P. Brath, Water Operator J. Scrivens, Secretary/Treasurer K. Taylor

Visitors: K. Kemper, Teresa Adams.

Police Report: In Packet

Fire Report: By B. Taylor Changing contract periods to be all on same cycle. Franklinton's was July 1st, 2024- July 31st, 2025, but moving it to July 1st – December 31, 2024. It's going to be around \$1500 with some incremental Increase. The borough's burn pile scheduled for open burn is be delayed until after rain.

Ken Kemper: Inquiring about the possibility of drilling a well. No definite answer can be given without a plan being submitted.

G. Franks made a motion to approve June 2024 minutes. K. Metzger seconded. Motion carried.

Engineer Report: P. Brath provided bid specs for On Call Street Repair to be advertised for bid. Engineer defined "Street Repair w/ hot asphalt" vs "Pothole Repair" as separate items for repair. The solicitor offered recommendations to change the bid sheet to a One year On Call contract, and to say Traffic control must be provided by the contractor.

Motion was made by G. Franks to advertise the request for bid "one year on call emergency road repair contract." K. Metzger seconded; The motion carried.

Solicitor: Reports that DCNR bid certification has been updated for parks and recs. Reminders to council regarding the bidding thresholds and procedures for procuring public work services. Emphasized ethics act for the borough when procuring goods or services from elected, appointed, or relative of the same, or an employee of the Borough for anything greater than \$500. At the least, disclosing details in the public meeting, and or public advertisement will meet the criteria necessary to comply.

G. Franks made a motion to advertise for the stone placement on Church St. D Steidler Seconded; The motion carried.

Water Report in the packet.

May and June 2024 Treasurer Report in the packet.

G. Franks made a motion to approve the May and June treasurer reports. D Swab seconded; The motion carried.

D. Steidler made a motion to pay the bills. G. Franks seconded; The motion carried.

Budget Committee: 2025 Budget meeting will be held at 6:30 pm on August 14, 2024

Parks and Rec: Teresa Adam provided a progress update on the parks and rec project. Intends to attend the National Night Out on August 5, 2024. Discussed using Costars for purchasing goods and services for park project.

Signs for "No Trucks" at Rt 194 and Cabin Hollow East are here but waiting for what the other townships are doing before installing.

New Business: Previously approved hiring Kelly Kunkle at \$20/hr but she requested \$25/hr

M. Adams made the motion to pay K. Kunkle \$25/hr. D. Isenberg seconded; The motion carried.

G. Franks made a motion to accept the Insurance Policy renewals from HA Thompson. K. Metzger seconded; The motion passed unanimously.

It was noted that the Trash Contract and 2024 2025 snowplowing will be discussed at the August meeting.

K. Metzger made a motion to adjourn the meeting. D. Isenberg seconded; The motion passed unanimously.

Meeting adjourned at 8:48 PM.

Franklinton Boro Meeting Minutes August 7, 2024

Meeting called to order by Council President M. Adams at 7:00 PM

Elected Officials present: President M. Adams, D. Isenberg, D. Steidler, D. Swab, G. Franks, K. Metzger, Mayor J. Adams

Elected Officials absent: D. Bible

Borough Staff and Appointed Officials Present: Solicitor B. Kern, Engineer P. Brath, Water Operator J. Scrivens, Secretary/Treasurer K. Taylor

Visitors: Teresa Adams, Matthew Zarko

Police Report: In Packet

Fire Report: Larry Anderson reports Wellsville Carnival next week, presented contract as discussed in July meeting, which extends our current contract 6 months to convert a Jan – Dec contract for Wellsville Fire other contracts.

July 2024 meeting minutes will be approved with August meeting minutes at September council meeting.

Engineer Report: South Heights denied council's "return of bond requirement" to restore adjacent site. Council agreed P. Brath should emphasize the request is a contingency to bond being returned. Last meeting, the council denied the return of bond until the grading is returned.

Solicitor Report: No report

Street Commission. No report

July 2024 Treasurer Report will be approved at September council meeting.

A motion was made to pay the bills. Motion carried.

Teresa updated on parks & recreation. We did have a table set up with the park plans to inform the public. Ace hardware is going to issue a gift card for painting our sign. Costars and Keystone Purchasing set up and access – meeting with K. Taylor to gain access. Mentioned the existing equipment needs to be demoed due to conditions being a liability.

Old Business – No bids received for West Ave Asphalt Repair Project.

G. Franks made a motion to get estimates for the West Ave Asphalt Repair Project; If either no estimates or too high of estimates, then a second authorization exists to re advertise / re bid the project. D. Isenberg seconded. Motion carried.

Council agreed to adopt the NEMA Plan by resolution at the September meeting.

Award of contract for repair of various stone roads in the Borough. After discussion at the July meeting the contract for repair of various stone roads in the Borough was publicly advertised. One contractor, Reddup, LLC submitted a bid for this contract. G. Franks made a motion to accept the bid from Reddup LLC to repair Church St potholes with stone. K. Metzger seconded. Matthew Adams abstained from the vote because of his familial relationship with the owner of Reddup, LLC . Motion carried.

Refuse and Waste & Recycling Contract expires 12/31/2024 with no extensions available due to the time constraint of current contract.

Discussion about a bid packet for Waste Handlers for a 3-year with 2 optional years or 5-year contracts. If the council wishes to deem any handler not responsible, the time to do that is before bids are received. Council desires for the hauler to bill the customer directly in this next contract. Term Length, Size of containers, missed pickups, Direct bill to customers from hauler were all discussed.

A motion was made to have the solicitor Draft bid specs per discussions. Motion carried.

2024 -2025 Snowplowing – there is no current contract. The solicitor recommends that if the borough intends to hire someone, that we would put this on the agenda for September and make a formal motion to the desired qualified individual at a specific hourly rate.

G. Franks made a motion was made to adjourn the meeting. D. Steidler seconded the motion. Meeting adjourned.

Meeting Minutes BORO September 4, 2024

Meeting called to order by Council President M. Adams at 7:13 PM

Elected Officials present: President M. Adams, D. Isenberg, D. Steidler, D. Swab, K. Metzger, Mayor J. Adams, D Bible; Grace Franks by phone.

Borough Staff and Appointed Officials Present: Solicitor B. Kern, Engineer P. Brath, Water Operator J. Scrivens, Secretary/Treasurer K. Taylor

Visitors: Teresa Adams, Ken Kemper

Brian Rodgers from Wellsville Fire Co reported on calls and contract details. The last year Franklinton Borough signed a contract with Wellsville for Fire Services was in 2021. The contract was for \$8000/yr which was automatically renewed yearly in July. The new contract cost will be \$9500 Jan 2025 and \$11000 for Jan 2026. The ½ year contract provided at the last meeting was for \$4000, based on the prior service rate, and will end Dec 31, 2024.

Public Comments. Ken Kemper here to submit a Land development plan and to offer the borough money to use the garage at 1 W South St. as a flooring show room which he would fix up the building putting on a new roof, windows, doors, and maintain the borough property.

A motion was made by Kat Metzger to accept July minutes as presented. Dustin Swab seconded the motion. Motion carried.

A motion was made by Dustin Swab to accept August minutes as presented. Dave Steidler seconded the motion. Motion carried.

President Matt Adams volunteered to be the NEMA representative due to schedule conflicts for Grace Franks.

Engineer Report – Report on response from JA Myers regarding request for bond release. Phil said he will reach out to Wagonner and Berkheimer for bids out by the end of year for patch out and repair.

DCNR Grant extension for Archie Hess Parks and Rec – council wishes to file an extension and authorizes the president of the borough to sign the authorization. M. Adams made the motion. D Steidler seconded the motion. Motion passed.

Solicitor – no report other than agenda items.

Water report – Council was informed that the Authority is keeping Voluntary water restriction in place.

August Treasurer report was given.

A motion was made to pay Fulton LOC for two months instead of paying it off while DCNR Account is figured out. Dan Bible motioned to continue making the payments. Kat Metzger seconded the motion. The motion carried.

A motion was made to accept the treasurer report by Dustin Swab. Dan Bible seconded the motion and the motion passed.

A motion was made to pay the bills by Kat Metzger. Dustin Swab seconded. The motion carried.

Budget Committee meeting – Next wed 6:15pm on 9/11

Park Committee – Working on a proposed ordinance. The 14th of September trail cleanup is scheduled.

A motion was made to ratify prior approval and signature of the Addendum that continued the Wellsville Fire Co Contract for 6 months to end on December 31, 2024. D. Isenberg made the motion. D. Steidler Seconded. Motion carried.

A motion to adopt Resolution 2024-02 for the NEMA Plan- a 28-page plan dated 2024, was made by Dan Bible. M. Adams seconded the motion. The motion carried. A signed/sealed copy of the resolution will be sent to NEMA office.

Solicitor provided the Refuse and Recycling Bid Packet and Specifications in draft form for review by Council. Council discussed the desired revisions including the desire to allow for refuse collection by bag or cart rental, and including the ability for larger yard waste collection twice a year by dumpster. A motion was made by Dan Bible to authorize the legal notice advertising of the Refuse and Recycling Bid Packet and Specifications with the desired revisions. Dave Steidler seconded; the motion carried.

Dan Bible made a motion to approve the estimate for cross walk line painting submitted by Greg Leiby Seal Coating. Dave Steidler seconded the motion and the motion carried.

A Motion was made to adopt Oct 31st 6-8pm as the official Franklinton Borough trick or treat night. Doug Isenberg seconded the motion, the motion carried.

A Motion was made to adjourn the meeting by Doug Isenberg. Dan Bible seconded the motion. The motion carried and the meeting adjourned at 9:58 pm

Meeting Minutes BORO October 2, 2024

Meeting called to order by Council President M. Adams at 7:03 PM

Elected Officials present: President M. Adams, D. Isenberg, D. Swab, K. Metzger, Mayor J. Adams, D Bible, G. Franks; and D Steidler by phone.

Borough Staff and Appointed Officials Present: Solicitor B. Kern, Engineer P. Brath, Water Operator J. Scrivens, Secretary/Treasurer K. Taylor

Visitors: Teresa Adams, Ken Kemper, Janet Birch, Ted Motz

Fire Report- included in packets and Brian Rogers the informed on upcoming fundraising events and handed an unsigned Contract for 2025 to the borough secretary. Contract to be distributed and decisioned formally at the November 6, 2024 Council Meeting.

Public Comment: Janet Birch here to visit as she is new to the borough. Ted Motz energy broker is here to discuss a new rate for energy supplier contract for Met Ed. Ken Kemper here to gain information on his development plan he submitted for review with \$5000 payment and to inquire about renting/buying/leasing the Borough's Garage Building at 1 South St.

A motion to was made to approve previous months minutes by Dan Bible. Grace Franks seconded the motion; The motion carried.

Engineer – no report

Solicitor – no report

Water Operator report distributed with packet

Street Commission – Dan Bible discussed he noticed a lot of run off of stones and gravel building up – maybe a safety concern. Engineer Phil Brath reports three bids came in to repair West Avenue. (1) York County Paving \$14976. (2) Waggoner \$14550. (3) Berkheimer \$20750. Also, Council also discussed applying for a CDBG Grant to repair streets & alleys and that the borough should hold off on street repairs to keep funds needed for a grant match to repair more and better of the borough streets as one project.

A motion was made to authorize the engineer to apply for CDBG Grant for West Ave and Street Roads needing repair by Dan Bible and M Adams.

A motion was made to cold patch the repairs and hold the liquid fuel money for a match for a CDBG Grant by Dan Bible. Matt Adams seconded the motion. The motion carried.

Park Committee – Teresa Adams provided draft copy of minutes. Sept 14th trail cleanup happened with volunteers. A Fall/Winter Newsletter was presented for approval. Parks and Rec are working on Park Ordinance Revisions and they intend to have revisions to council before next meeting for review. Old play equipment has been removed. A request for extension letter was submitted by Teresa Adams to DCNR asking for extension through 12/31/2025. The Park Project

reported to be 10-15% complete. Donated labor and material were recalculated to be \$21000 and will be used as Match Money for the project.

A motion was made to advertise two items and to be opened at next meeting If DCNR will not accept the purchase of the Phase 1 Park Project supplies individually minus the labor. Motioned by Grace Franks. Seconded by Dan Bible. The Motion carried.

A motion was made by Matt Adams to approve the Newsletter for Printing. Dave Steidler seconded the motion. The motion carried.

Budget Committee- Proposed Budgets in the meeting packet

No sealed bids received for Waste and Recycle bid packet. There were two comments made to the solicitor from a Republic Waste representative regarding the placement of the bid in the local Banner News Paper and the removal of fully carted as an option in the bid packet.

A motion was made to rebid the Waste and Recycle bid packet in the local newspaper, without changes, and for the solicitor to send the bid packets directly to Republic Waste, Penn Waste, and Waste Management by Dan Bible. Motion Seconded by Grace Franks.

A motion was made to pay the bills by Grace Franks. Dave Steidler seconded. The motion Carried.

Matt Adams will continue to be the borough snow plow operator for Winter 2024-2025.

Sidewalk to be repaired across from Post Office as weather permits this month.

A motion was made to accept Sharon Blouch's resignation from the Park Committee by Kat Metzger. Dan Bible seconded the motion. The motion carried.

A motion was made to approve Resolution 2024-03 Appointing Charlie Dove as a member of the Park Committee by Dave Steidler. Kat Metzger seconded the motion. The motion carried.

A motion was made to not take action on the estimate from Reddup LLC at this time by Dan Bible. Dustin Swab seconded. Matt Adams abstained. The motion carried.

A motion to approve 12-month Energy Contract from Ted Motz for 9.99 KWH for one year by Doug Isenberg. Grace Franks seconded. Dan Bible Abstained. The motion carried.

A motion to adjourn the meeting was made by Dan Bible. Grace Franks seconded the motion. The meeting adjourned.

Time into Executive Session for legal matters 8:58 pm

Time out of Executive Session 9:14 pm.

Meeting Minutes Franklinton Borough November 6, 2024

Meeting called to order by Council President M. Adams at 7:06 Pm

Elected Officials present: President M. Adams, D. Isenberg, D. Swab, K. Metzger, Mayor J. Adams, D Bible, G. Franks, and D Steidler

Borough Staff and Appointed Officials Present: Solicitor B. Kern, Engineer P. Brath, Water Operator J. Scrivens, Secretary/Treasurer K. Taylor

Visitors: Teresa Adams, Ken Kemper

Fire Report- included in packets- and Brian Rogers updated on upcoming events.

Public Comment: Mr. Kemper here to inquire about his land development plan. Discussion ensued regarding the need for a Planning Committee and solicitor clarified the Planning Committee is optional per ordinances, term used is "A planning committee maybe created" and is not requirement. Phil Brath stated the next step is for Mr. Kemper to submit the actual Plan to the borough secretary.

A motion was made to approve the previous month's minutes by Grace Franks. Dave Steidler seconded the motion; The motion carried.

Engineer – An engineer report was distributed. Phil Brath is working on CBDG Grant for \$124770 for a \$147920 street repair project and Non CBDG funds are \$23150. A motion to send the engineering portion of the project to Gibson Thomas by Dan Bible. Matt Adams seconded the motion. The motion carried.

Solicitor – Only agenda items

Water Operator report- Report distributed.

A motion to approve September Treasurer Report – made by Dan Bible, seconded by Matt Adams. The motion carried.

A motion to approve October Treasurer Report – made by Dan Bible, seconded by Dave Steidler. The motion carried.

Dan Bible motioned to pay the bills; Kat Metzger seconded. The motion carried.

Budget Committee- 2025 Proposed Budgets in the meeting packet. A motion was made to advertise the proposed budgets for public inspection by Dan Bible. M. Adams seconded the motion, and the motion carried.

Park Committee – Teresa Adams reported on Archie Hess Park project and distributed Parks and Rec meeting minutes. The Parks and Rec updates ordinances will be ready for the December meeting to be presented to the council for review/adoption.

Waste and Recycle bid packet was re-advertised and bids to be opened at the Special Meeting November 20, 2024, special meeting 6:30 PM.

A discussion was held regarding the request from JA Myers Homes to close out and release the bond for the South Heights Townhouses project. A motion was made by Dan Bible, to release the bond as requested by JA Myers. Matt Adams seconded the motion, the motion carried.

As an attempt to have the South Heights Townhouses project stormwater issues addressed, Dan Bible made a motion for the engineer to send a letter to the third-party landowner, Harry Fox, to return his property to original state prior to project to prevent the runoff from continuing. Matt Adams seconded the motion. The motion Carried.

A motion was made by Doug Isenberg to approve the Carroll Township police protection units expended for the Scott Perry campaign at the Franklinton Fire company on October 30, 2024. Dan Bible seconded the motion, and the motion carried.

A motion was made by Matt Adams to keep the PMRS Cash Balance Plan as is. Doug Isenberg seconded the motion. The motion carried.

A motion was made by Dan Bible to transfer \$57,800 from the DCNR Park Fund to the Gen Fund and pay off the Fulton \$28,000 LOC with those funds. Doug Isenberg seconded the motion. The motion carried.

A motion was made to adopt the "Help York County Celebrate 250Years" Resolution 2024-03 by Grace Franks. Dustin Swab seconded the motion. The motion carried.

A motion to adjourn the meeting was made by Dustin Swab. Doug Isenberg seconded the motion. The meeting adjourned at 8:46PM.

Meeting Minutes Franklinton Borough December 4, 2024

Meeting called to order by Council President M. Adams at 7:25 Pm

Elected Officials present: President M. Adams, D. Isenberg, D. Swab, K. Metzger, Mayor J. Adams, D Bible, G. Franks, and D. Steidler

Borough Staff and Appointed Officials Present: Solicitor B. Kern, Engineer P. Brath, Water Operator J. Scrivens, Secretary/Treasurer K. Taylor

Visitors: None

Police and Fire Reports- included in packets- Brian Rogers updated on WFC upcoming events.

A motion was made to approve the previous November 6, 2024 meeting minutes by Grace Franks. Dave Steidler seconded the motion; The motion carried.

A motion was made by Dan Bible to approve the November 20, 2024 Special Meeting minutes with a correction to add the numbers of the bid submissions. M Adams seconded, and the motion carried.

Engineer – Phil states a letter was sent to JA Myers to close out bond. He is also working on an On Call Contract for road repairs.

Solicitor – Only items to report on are agenda items

Water Operator report- Report distributed.

Street Commission – Dan Bible reported condition of West Ave is getting worse.

Treasurer Report- A motion to approve November Treasurer Report – made by Matt Adams and seconded by Dan Bible. The motion carried.

Kat Metzger made a motion to pay the bills; Grace Franks seconded. The motion carried.

Budget Committee- A motion to accept the 2025 Proposed Budget was made by Grace Franks. Dustin Swab seconded and the motion carried.

Park Committee – A motion was made to send proposed park ordinance to the solicitor for legal review by Grace Franks. Matt Adams seconded and the motion carried.

Old Business

A motion was made by Dan Bible to accept the Wellsville Fire Company- 2025 Fire Services Agreement for \$9500. Dave Steidler seconded and the motion carried.

A motion was made by Dan Bible to not sign the York County SPCA Contract. Matt Adams seconded and the motion carried.

A motion was made by Grace Franks to obligate the remaining Borough ARPA Funds as follows: \$7,000 to pay the unexpected Auditor expenses incurred, \$11,000 to pay for Technology

Upgrades, and the remainder or \$23,679.36 to pay for the Archie Hess Park Improvements. Matt Adams seconded and the motion carried.

A motion was made by Grace Franks to adopt Resolution 2024-4 – The York County Hazard Mitigation Plan of November 6, 2024. Kat Metzger Seconded, and the motion carried.

Grace Franks made a motion to advertise the 2025 Proposed Meeting Dates. Doug Isenberg seconded and the motion carried.

Dan Bible made a motion to reject all Refuse and Recycling Bids submitted and opened on November 20, 2024 and to proceed with the first of the One-year extensions of Two one-year extensions available on the current contract with Republic Services. Matt Adams seconded and the motion carried.

A discussion was held on the Archie Hess Park Improvement Project Bid submissions and Bid Awards.

Pending the approval by DCNR, Grace Franks made a motion to award Frey Lutz for plumbing, bathroom items water and sewer at \$31900; Waggoner for grading at \$28700, and Waggoner for paving at \$9680.00. Dan Bible seconded the motion. Dave Steidler abstained due to his employment with Frey Lutz. The motion carried.

Dan Bible made a motion to adopt Resolution 2024-05 that reimposes the tax millage rate 2.07 of ordinance 205-1997. Matt Adams seconded and the motion carried.

Dan Bible made a motion to approve \$13,534 expenditures for the Archie Hess Park Improvement Project – comfort station work. The expenditures are to Dave Earhart (Interior work) \$5,231; Overhead Door Company (rollup door) \$2,503; A+Painting- Dale Jr (painting and floor) \$5,800.00. Matt Adams seconded and the motion carried.

A motion to adjourn the meeting was made by Doug Isenberg. Dan Bible seconded the motion. The meeting adjourned at 9:09 PM.