

Franklinton Borough Council Reorganization & Regular Meeting Minutes Combined
January 3, 2022

Mayor Adams called meeting to order at 7:00pm.

Council present: A. Vasco III, R. Stein, D. Isenberg, K. Maxwell-Metzger, L. Woodward, M. Adams, G. Franks.

Visitors: Corey Woodward

Police Report – not given due to multiple reorganization meetings on same night.

Fire Report – Given by B.Rogers of Wellsville Fire Department. He asked council if they were happy with the way things were going thus far and offered any reports, financial or call related. Council advised they were very happy with the service.

Mayor Adams Opened nominations for council president: D.Isenberg nominated A.Vasco III, seconded by L.Woodward. No other nominations.

Council President: A. Vasco III

At 7:09 PM the meeting was turned over to President A.Vasco III.

Opened nominations for council vice-president: D. Isenberg nominated A. Vasco III, seconded by L. Woodward. No other nominations.

Council Vice-President: D. Isenberg

Opened nominations for Secretary and Treasurer: L. Woodward nominated K.Kunkle, seconded by M. Adams. No other nominations

Secretary/Treasurer: Kelly Kunkle

Treasurer bond Amount: M.Adams recommended the bond amount remain \$300,000, seconded by D. Isenberg. No other recommendations

Treasurer Bond Amount: \$300,000.00

Borough Depositories: M.Adams recommended Pennsylvania Local Government Investment Trust & Members 1st Federal Credit union until Fulton can be fully closed. Seconded by L. Woodward. No other recommendations

Borough Depositories: Pennsylvania Local Government Investment Trust, Member's 1st Federal Credit Union and Fulton Bank

Solicitor: D.Isenberg nominated Salzman Hughes, M.Adams seconded. No other nominations.
Solicitor: Salzman Hughes

Auditor: K.Maxwell-Metzger nominated Hamilton & Musser, D.Isenberg seconded. No other nominations

Auditor: Hamilton & Musser

Sewage Enforcement Officer: G.Franks nominated Tim Wargo with Hoover Engineering, K.Maxwell-Metzger seconded. No other nominations.

Sewage Enforcement Officer: Tim Wargo with Hoover Engineering

Engineer: D.Isenberg nominated Gibson Thomas, K.Maxwell-Metzger seconded.

No other nominations

Engineer: Gibson Thomas

Emergency Management Officer: M.Adams nominated Tim Hildebrand, K.Maxwell-Metzger seconded.

No other nominations

Emergency Management Officer: Tim Hildebrand

Building Inspector & Zoning Enforcement Officer: G.Franks nominated Land & Sea Services, Inc., K.Maxwell-Metzger seconded. No other nominations D. Isenberg voted against, all others in favor.

Building Inspector & Zoning Enforcement Officer: Land & Sea Services, Inc.

Zoning Hearing board (2) remaining 2 years of 4-year term: K.Maxwell-Metzger nominated Christine Grim and Steve Teletnick(Alternate), G. Franks seconded. No other nominations D. Isenberg voted against, all others in favor.

Zoning Hearing board (2) remaining 2 years of 4-year term: Christine Grim and Steve Teletnick(Alternate)

Zoning Hearing board (2) 4-year term: G.Franks nominated Rob Muller Jr. and Sharon Andrews, M.Adams seconded. No other nominations D. Isenberg voted against, all others in favor.

Zoning Hearing board (2) 4-year term: Rob Muller Jr. and Sharon Andrews

Chief administrator for state forms and Enumerator: M.Adams nominated K.Kunkle, L.Woodward seconded. No other nominations.

Chief administrator for state forms and Enumerator: K.Kunkle

Open Records Officer: D.Isenberg nominated K.Kunkle, M.Adams seconded. No other nominations.

Open Records Officer: K.Kunkle

Road Crew Officer: A.Vasco III nominated Mayor James Adams, L. Woodward seconded. No other nominations.

Road Crew Officer: Mayor James Adams

Codes Enforcement Officer: G.Franks nominated Land & Sea Services, M.Adams seconded. No other nominations D. Isenberg voted against, all others in favor.

Codes Enforcement Officer: Land & Sea Services

There were no nominations for the following: President Pro Tem, Dog Officer, Vacancy Board Chairman.

Council Committee:

Street Commission: A.Vasco III nominated M.Adams, L.Woodward seconded. No other nominations
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Street Commission: M.Adams

Fire Company Representative: M.Adams nominated D.Isenberg, G.Franks seconded. No other nominations.

Fire Company Representative: D.Isenberg

NEMA Representative: M.Adams nominated Larry Harbold; L. Woodward seconded. No other nominations.

NEMA Representative: Larry Harbold

EMS Advisory Committee Representative: A.Vasco III nominated Mayor James Adams, M.Adams seconded.

No other nominations.

EMS Advisory Committee Representative: Mayor James Adams

YC 911 Box Card Change Signer #1: L.Woodward nominated D.Isenberg, A.Vasco III seconded. No other nominations.

YC 911 Box Card Change Signer #1: D. Isenberg

YC 911 Box Card Change Signer #2: A.Vasco II nominated G.Franks, D.Isenberg seconded. No other nominations.

YC 911 Box Card Change Signer #2: G.Franks

Borough Park Committee: A.Vasco III nominated K.Maxwell-Metzger, L.Woodward seconded. No other nominations.

Borough Park Committee: K.Maxwell-Metzger

YATB & TCC representative: A.Vasco III nominated M.Adams, D.Isenberg seconded. No other nominations.

YATB & TCC Representative: M.Adams

There were no nominations for the following Committee positions: Dillsburg Area Authority 2nd representative, EMS Advisory Committee 2nd Representative, YATB & TCC Committee Alternate Representative, YC CBPRP with YCSWC Representative, YC Construction Communication Committee.

7:29 – Moved into Regular Meeting

Public Comment: none

D.Isenberg made a motion to accept the December 1, 2021, meeting minutes as presented, L. Woodward seconded, and the motion carried.

Building Permits: There were none to review.

EMS Report: The current calls were not available. K.Kunkle advised that they still had not been billed.

Water Authority: B.Crespo' s resignation was discussed. A.Vasco III made a motion to appoint L.Woodward to the remainder of B.Crespo' s term on the authority board, R.Stein seconded, and the motion carried.

Treasurer's Report: Given by K. Kunkle. She explained the online banking issues and lack of statements. Council agreed to postpone any review of the treasurer's report until next meeting when all information was available.

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

Council Committees:

Park & Rec: Actions needed to further the purchase of the Blouch woodlands and to obtain a DCNR acquisition waiver in pursuit of a DCNR grant for the other half of the purchase were explained. Council was reminded that when they authorized the York County Land Acquisition grant was applied for an agreement was made to fund the other half of the purchase whether with another grant or without.

A.Vasco III made a motion Authorizing the signing of sales agreement with approval of Solicitor, Engineer & Borough Staff for purchase price of \$110,000.00 with seller paying 1% closing costs unless we can recoup these through grants and the Borough facilitating subdivision and deed, M.Adams seconded, and the motion carried.

M.Adams made a motion authorizing the use of the Fulton LOC & cash deposits for ½ of the purchase of the property if the YC grant is disbursed in advance or to begin funding process if it is reimbursement, K.Maxwell-Metzger seconded, and the motion carried.

Correspondence

Old Business: The Tax Collector memo was reviewed and the issue regarding the re-appointment of Rhonda and her backing out of the appointment were discussed. Resolution 2022-1 to appoint York County along with the agreement with them was presented. D.Isenberg made a motion to adopt Resolution 2022-1 appointing York County to collect the taxes for Franklinton Borough, L. Woodward seconded, and the motion carried.

M.Adams made a motion to authorize the signing of the agreement with York County allowing them to collect taxes on behalf of Franklinton Borough, L.Woodward seconded, and the motion carried.

The vacation of West Ave. south of Firehouse St. was discussed. K.Kunkle advised that all parties agreed to sign off on their interest in favor of the Fishel' s if the Borough is willing to pay for the paperwork and deed corrections. K.Kunkle advised that Todd Lyons advised he could do everything for under \$1000.00. L.Woodward made a motion to authorize Todd Lyons to prepare the paperwork giving the portion of West Ave. south of Firehouse St. to the Fishel' s with the Wilson's and Fire Department giving up any claim, G.Franks seconded, and the motion carried.

D.Isenberg made a motion to adjourn the meeting at 8:03PM, L.Woodward seconded, and the motion carried.

Franklintown Borough Council Meeting Minutes February 2, 2022

Council Present: A. Vasco III, R. Stein, D. Isenberg, K. Maxwell-Metzger, L. Woodward, M. Adams, G. Franks.

Borough Staff: Mayor J. Adams, Solicitor Z. Rice, Engineer P. Brath, Secretary/Treasurer K. Kunkle.

The meeting was called to order @ 7 PM by T. Vasco.

Police Report – Given by Carroll Township

Fire Report – Given by Wellsville Fire Department

A. Warntz of Republic services was invited to the meeting to discuss the many issues with service since the onset of the contract. He apologized for the issues, advised that the company had many individuals out with covid but realized that was not the Borough's Issue. He explained the preparations that were already being made for Friday February 4th's predicted weather and advised that if they were not able to collect all of the trash Friday they would recover it on Saturday.

Franklin Glen Residents and one representative from Franklin Township were invited to the meeting to discuss York County 911's request that something be changed to correct the similar street names and duplicate house numbers in the development. Through discussion it was determined that Glenview Circle would be the street to change due to the issue with name differences in the loop for the Condos. It was determined that K. Kunkle would send a survey to Glenview Circle residents to determine if they want to do nothing, change the street name or renumber the houses.

Visitors: None

Public Comment: none

R. Stein made a motion to accept the January 3, 2022, meeting minutes as presented, D. Isenberg seconded, and the motion carried.

Building Permits: The monthly report was reviewed.

Fire Report: Given by D. Isenberg.

EMS Report: Given by K. Kunkle. She asked if council thought she should be appointed the 2nd representative for the advisory committee. A. Vasco made a motion to appoint K. Kunkle as the 2nd representative for the EMS advisory committee, M. Adams seconded, and the motion carried.

Engineer Report: P. Brath

Solicitor Report: Given by Z. Rice. Advised on the process for the West Ave. vacation. Confirmed liens were filed on the Ruelius and Gassner properties. Reviewed ARPA rule determination and what that means for the disbursement/spending of the monies.

The Collection of the account of Jen Wolfe at 53 W. Cabin Hollow Rd. #1 was discussed. A. Vasco made a motion to authorize Salzmans Hughes send a letter to attempt to clear up the balance and resume the repayment schedule, but to follow through with the Sheriff sale process if that was not accomplished within 30 days, D. Isenberg seconded, and the motion carried.

Water Authority: Given by

Street Commission: Given by M.Adams. The proposal for the purchase and installation of the salt spreader was reviewed. R.Stein made a motion to approve the New Harrisburg Truck Body proposal for purchase and installation of the salt spreader, L.Woodward seconded, and the motion carried.

Treasurer's Report: Given by K. Kunkle, explained that the bank reconciliations would be a month behind going forward because Member's 1st statements are not available until the 5th of the month and the PLGIT statements were always behind anyway. She advised that the deposits and disbursements would be for the previous month.

R.Stein made a motion to accept the Treasurer's report as submitted, M.Adams seconded, and the action was approved.

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

Council Committees:

Park & Rec: Blouch land purchase status, waiting on plat stuff, need to send a letter to Franklin Township to request a waiver of the subdivision plan review.

K.Kunkle explained that with the York County open spaces Grant the purchase of the Blouch land could be accomplished without a new loan if Council agreed to use the \$40K line of credit and the \$20K in the park fund with the stipulation that the \$20K be repaid upon receipt of the final disbursement of the York County Grant. M.Adams made a motion to authorize the use of the \$20K in the park fund to facilitate the purchase of the Blouch land to be reimbursed as soon as the York County Grant funds are fully disbursed, K.Metzger seconded, and the motion carried.

The Borough ability to assist with the start of a 501(c)3 Friends of the Park organization to partner in grants to care and develop the park was explained. Council agreed to proceed with the process.

Correspondence

Old Business:

New Business: The Klugh Animal contract and past need was discussed. Council unanimously agreed to not renew the contract.

K.Kunkle asked if she could look into hiring a monthly cleaning person for right before the meetings to do the floors and wipe things down. A.Vasco advised that he would do it.

L.Woodward made a motion to adjourn at 8:29 PM, K.Metzger seconded, and the motion carried.

Franklintown Borough Council Meeting Minutes March 2, 2022

Council Present: A. Vasco III, R. Stein, D. Isenberg, K. Maxwell-Metzger, L. Woodward, M. Adams, G. Franks.

Borough Staff: Mayor J. Adams, Solicitor Z. Rice, Engineer P. Brath, Secretary/Treasurer K. Kunkle.

The meeting was called to order @ 7 PM by T. Vasco.

Police Report – Given by Chief Wargo. The South Heights stormwater vandal issues were discussed. Police attendance at future meetings was discussed, Council unanimously agreed that Police presence was not needed at each meeting to review the report. Council will notify Sec./Treas. in future if Police presence is requested at future meetings.

Visitors: Joel Giovenetti of New Hope Ministries.

Public Comment: Mr. Giovenetti of New Hope Ministries discussed the history and efforts of New Hope Ministries and the ways they help individuals and families in the Borough. He advised of their eligibility as recipients of ARPA monies and asked council to consider a donation.

R.Stein made a motion to accept the February 2, 2022, meeting minutes as presented, G.Franks seconded, and the motion carried.

Building Permits: The monthly report was reviewed.

Fire Report: Given by B.Rogers of Wellsville. The meeting for the committee to discuss paid drivers was discussed.

Engineer Report: P.Brath presented the Blouch Subdivision Plan. K.Metzger made a motion to grant a waiver for the final subdivision of Plan Book JJ, page 694, Lot No. 1 for Sharon Blouch for section 505.2 requiring that all lots shall front on an existing or proposed public street, M. Adams seconded, and the motion carried.

K.Metzger made a motion to conditionally approve the Final Subdivision of plan book JJ, page 694, Lot No. 1 for Sharon Blouch contingent upon addressing all the comments in Phillip Brath's comment letter dated March 2, 2022.

The resolution for the upcoming DCNR Grant application was presented. M. Adams made a motion to adopt Resolution 2022-2 To approve the DCNR Grant for the project "Franklintown Borough Archie Hess Memorial Park Blouch Land Acquisition, K.Metzger seconded, and the resolution was adopted.

Solicitor Report: Given by Z. Rice. The performance of the trash contract and options for action were discussed. Council agreed to have the solicitor write a letter before any action or penalties are issued.

Water Authority: The ACNB loan settlement was completed. Council agreed to issue a letter of support for the Authority's application for an LSA grant.

Street Commission: The PennDOT sign on N. Baltimore St was resolved. The Borough street sign maintenance was discussed. ReddUP advised they would need to rent a tool drill into the sidewalk to change out the posts. This was not included in their proposal. Council agreed that the expense of the tool

Treasurer's Report: Given by K. Kunkle

G.Franks made a motion to accept the Treasurer's report as submitted, D.Isenberg seconded, and the action was approved.

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

Council Committees:

Park & Rec: The maintenance of the park, regarding the dry hydrant repair, power washing and mulch was discussed.

Correspondence

Old Business:

New Business: The matter of the upcoming season of lawn care was discussed. It was determined that the total amount of the expense does not warrant the bidding process. ReddUp advised that they would be willing to honor last year's prices. K.Metzger made a motion to reapprove ReddUp as the lawn mowing service provider at last years prices, G.Franks seconded, M.Adams abstained due to conflict of interest, and the motion carried.

M.Adams made a motion to adjourn at 8:24 PM, G.Franks seconded, and the motion carried.

Franklintown Borough Council Meeting Minutes April 6, 2022

Council Present: R. Stein, D. Isenberg, K. Maxwell-Metzger, L. Woodward, M. Adams, G. Franks.

Borough Staff: Mayor J. Adams, Solicitor Z. Rice, Engineer P. Brath, Secretary/Treasurer K. Kunkle.

The meeting was called to order @ 7 PM by D.Isenberg.

Fire Report: Given by B.Rodgers of Wellsville. He discussed the first meeting of the committee planning for hired drivers during the day. He also advised of the fundraising efforts that are upcoming. He advised that a second representative is needed for the advisory committee. Council unanimously decided to appoint T.Vasco in his absence.

Visitors: Tom Clarke about Pickle Ball, Nathaniel Pucciarello & Dustin Swan from South Heights HOA, and Crystal Patterson from Dillsburg Banner.

Public Comment: Mr. Clarke gave a handout about Pickle Ball and further explained that there is a local group looking for places to play. He asked that a pickle ball court be considered in the park plan.

South Heights HOA members wanted to ask about the developers continued control of the sight and who is responsible for maintenance around the ponds, mosquito control, etc. P.Brath explained the storm water ponds and work that the developer will need to come back and do and confirmed that the Borough should put them on a Mosquito control plan. He advised of the continued need to hold off on impervious area projects until the developer is released from their York County Conservation Project.

M.Adams made a motion to accept the March 2, 2022, meeting minutes as presented, R.Stein seconded, and the motion carried.

Building Permits: The monthly report was reviewed.

Police Report – Provided by Carroll Township.

NEMA Report: K.Kunkle advised that Tim Hildebrand will be attending the May 4th meeting to answer questions regarding the Emergency Plan Renewal.

Engineer Report: P.Brath discussed the 2021 and 2022 York County Block Grant projects. M.Adams made a motion to approve the advertisement for bids on May 4th, the opening of them on May 25th and the awarding of them at the June 1st meeting, K.Metzger seconded, and the motion carried.

Solicitor Report: Z. Rice explained the ARPA funds designation options. K.Metzger made a motion to designate the full amount of the ARPA award as Revenue Loss under the final rule, M.Adams seconded, and the motion carried.

The email from Franklin Township regarding the \$3,000.00 Fire Department contributions for the Fire Truck from 2013 to 2023 was discussed. Z.Rice explained the options. Council unanimously directed K.Kunkle to pay \$3,000.00 now for 2021 and then the remaining \$3,000.00 payments in fall of 2022 and 2023 to Franklin Township.

The sale of the old lawn mower to Emmanuel Lutheran Church for \$1.00 was discussed. M.Adams made a motion to ratify the sale of the old lawn mower to Emmanuel Lutheran Church for \$1.00, L.Woodward seconded, and

the motion carried. Z.Rice explained the option of formally setting a policy for small transactions like this and under \$2,000 in general going forward. Council authorized Z.Rice to prepare a resolution for such a policy.

Water Authority: Available upon request

Street Commission: K.Kunkle advised that Harbaugh of 2 S. Baltimore want to pave their parking area. Safety was discussed. M.Adams made a motion to authorize South St. at the Baltimore St. entrance be closed while the paving was being done, whatever date that turns out to be, D.Isenberg seconded, and the motion carried.

Treasurer's Report: Given by K. Kunkle

M.Adams made a motion to accept the Treasurer's report as submitted, G.Franks seconded, and the action was approved.

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

M.Adams made a motion to approve the Borough's 2021 Audit, K.Metzger seconded, and the motion carried.

Council Committees:

Park & Rec: The final Logo was presented, and council unanimously approved it.

K.Kunkle advised of the costs of items for the Chicken BBQ and asked if Council wanted to donate them. Mayor Adams advised that the costs should be figured into the price of the meal and council agreed.

Correspondence: K.Kunkle advised that a sewer inspection form for 118A S. Baltimore St. was forwarded from Franklin Township. P.Brath advised that there should be a 537 plan to consult regarding the Borough's responsibility toward sewer inspections.

Old Business: The performance of the Trash Hauler was discussed.

The due date of the Annual Statement of Financial Interest forms being May 1st was discussed. The newly elected officials asked if they needed to fill them out as they did so recently for taking office. It was felt that they did not need to fill out another form.

New Business: K.Kunkle advised that the School Board is going to be starting a committee to work through upcoming changes and would be seeking participants from Franklinton Borough if council would think about who may want to serve.

K.Kunkle pointed out the work being done by the new maintenance employee and how nice everything is looking.

M.Adams discussed the use of the FBMA Garage building as a maintenance building for the Borough. Council agreed.

M.Adams made a motion to adjourn at 8:33 PM, K.Metzger seconded, and the motion carried.

Franklintown Borough Council Meeting Minutes May 4, 2022

Council Present: A. Vasco III, R. Stein, D. Isenberg, K. Maxwell-Metzger, L. Woodward, M. Adams.

Borough Staff: Mayor J. Adams, Solicitor Z. Rice, Engineer P. Brath, Secretary/Treasurer K. Kunkle.

The meeting was called to order @ 7 PM by T. Vasco.

Fire Report: Given by B. Rodgers.

Public Meeting for affected Residents of York County Block Grant Road Projects. Attended by Wanda Montalvo Senior Project Compliance Specialist of York County. Please see attached minutes.

Visitors: Wanda Montalvo Senior Project Compliance Specialist of York County, Randy Duncan of 111 S. Baltimore St, Betsy Gil & Felix Sanchez of 126 W. South St., John & Frank Arnold of 115 W. Cabin Hollow Rd., Crystal Patterson of Dillsburg Banner, Rodney Arter of 22 W. Church St.

Public Comment: none

M.Adams made a motion to accept the April 6, 2022 meeting minutes as presented, L.Woodward seconded, and the motion carried.

Police Report – Provided by Carroll Township

Building Permits: The monthly report was reviewed.

NEMA Report: T.Hildebrand, EMC, reviewed the NEMA plan available for renewal. Resolution 2022- 3 to approve the plan was presented. M.Adams made a motion to adopt Resolution 2022-3 , L.Woodward seconded, and the resolution was adopted.

Engineer Report: P.Brath and K.Kunkle reviewed the 3 quotes for playground equipment for Council. Playset Quote for \$26,177.00, Swing set and border Quote for \$6297.00 and tire swing quote for \$619.00 . K.Metzger made a motion to approve all 3 quotes, M.Adams seconded, and the motion carried.

Solicitor Report: Given by Z. Rice. Resolution 2022-4 for sale of property valued under \$2,000.00 was presented and reviewed. M.Adams made a motion to adopt Resolution 2022-4 , D.Isenberg seconded, and the resolution was adopted.

Water Authority: Available upon request.

Street Commission: Mayor Adams requested the maintenance employee use some of the cold patch to fill a pothole on Cabin Hollow Rd.

Treasurer's Report: Given by K. Kunkle

M.Adams made a motion to accept the Treasurer's report as submitted, K.Metzger seconded, and the action was approved.

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

Council Committees:

Park & Rec: K.Kunkle reported The Blouch Property Settlement will hopefully be done by the June Meeting, waiting on one of the creditors to accept the revised parcel for collateral. She also advised about the success of the Chicken BBQ, Trail Clean UP and the Park work that was done.

A proposal for tree removal was presented. D.Isenberg made a motion to accept the proposal for removal of all 3 trees In the park area, L.Woodward seconded and the motion carried.

Correspondence

Old Business: Trash performance was discussed. The missed pickups on E. South St. at easter weekend and the delay in response regarding recovery was mentioned.

NYCSD planning committee was mentioned for any Council member interested in serving.

ARPA Report – K.Kunkle advised that the report was submitted.

New Business: - K.Kunkle asked for an office helper to assist in completing some projects. R.Stein moved to approve the hiring of Katt Metzger at \$15 per hour for 1 day per week to be reviewed after 90 days, D.Isenberg seconded, and the motion was carried.

M.Adams made a motion to adjourn at 8:25 PM, D.Isenberg seconded, and the motion carried.

Franklintown Borough Council Meeting Minutes June 1, 2022

Council Present: A. Vasco III, R. Stein, D. Isenberg, K. Maxwell-Metzger, L. Woodward, M. Adams, G. Franks.

Borough Staff: Mayor J. Adams, Solicitor Z. Rice, Engineer P. Brath, Secretary/Treasurer K. Kunkle.

The meeting was called to order @ 7 PM by T. Vasco.

M.Adams made a motion to approve the revised Agenda with the addition of a Park Sign, D.Isenberg seconded, and the motion carried.

Fire Report: Given by B. Rodgers. The May call reports were reviewed. It was pointed out that Wellsville ran twice as many calls in the NYCFR territory than their own. The contribution changes as discussed at the advisory committee meeting regarding the hiring of paid drivers was reviewed. It was explained that the contributions would be based on the number of calls. Mr. Rodgers indicated that the proposal is based on a fire tax but that the method the Borough uses to collect the amount does not need to be a fire tax.

Visitors: none

Public Comment: none

M.Adams made a motion to accept the May 4, 2022, meeting minutes as presented, D.Isenberg seconded, and the motion carried.

Building Permits: The monthly report was reviewed.

Police Report – Provided by Carroll Township. Resolution 2022-5 to approve the renewal of the Police Service contract with Carroll Township for 2023-2025 was reviewed. K.Metzger made a motion to adopt Resolution 2022-5 allowing the Borough to renew the Police service contract with Carroll Township for 2023-2025, G.Franks seconded, and the resolution was adopted.

Engineer Report: P.Brath advised of a communication from Dawn Keefer’s office regarding the stormwater issues at Franklin Glen development properties 15 & 17 Glenview Drive.

P.Brath advised that the South Heights Development finalization was slow to progress. The developer has allowed their NPDES permit to expire. The Bond being held by the Borough needs to be reviewed for amount, etc.

Solicitor Report: Z. Rice discussed the South Heights development issues in conjunction with P.Brath.

Water Authority: Available upon request.

Street Commission: Given by M.Adams

Treasurer’s Report: Given by K. Kunkle, it included the corrected Q1 2022 Budget Vs. Actual with the tax receipts from York County allocated to the correct Per Capita and Real Estate accounts. It was determined that a General Fund deposit was missed from the April report and with the meeting falling on the 1st the deposits for April, May & June would be presented at the July meeting. The April statements for all accounts were provided.

M.Adams made a motion to accept the Treasurer’s report as submitted, G.Franks seconded, and the action was approved.

M.Adams made a motion to accept the disbursements as presented, L.Woodward seconded, and the action was approved.

K.Kunkle advised of the school's concerns regarding Per Capita accuracy. Council instructed K.Kunkle to ask Deb Beitzel to collect the Borough's Per Capita taxes going forward.

The SAM # issues and the possible delay on the 2nd disbursement of the ARPA funds was advised.

Council Committees:

Park & Rec: K.Kunkle advised that the status of the Blouch Settlement was waiting on a lien holder release but would hopefully be completed by the end of the month.

K.Kunkle advised that the Friends of the Park Committee like to put up a sign for the Borough Walking Trail that looks like the sign in the new Borough Park Logo. Donated materials were available. Council approved.

K.Kunkle advised that the first playground installation meeting was scheduled for June 29, 2022.

R.Stein advised council that he was resigning from mowing the Field and walking trail.

Correspondence

Old Business:

New Business: K.Kunkle asked for assistance in the form of a Tax Review Committee to review the upcoming budget changes regarding the Fire Contribution and other price increases, Council advised her to provide the projections and the need for a tax review committee would be determined later.

The moving of the Electronics Recycling events being held at the Authority Garage going forward was discussed. Council agreed that they can be held at the Authority Garage going forward.

K.Kunkle asked for assistance with Borough Maintenance oversight, the truck maintenance including battery charge, Mowing issues, Borough Parking lot and cross walk & curb painting.

M.Adams made a motion to adjourn at 8:56 PM, L.Woodward seconded, and the motion carried.

Franklintown Borough Council Meeting Minutes July 6, 2022

Council Present: A. Vasco III, R. Stein, D. Isenberg, K. Maxwell-Metzger, L. Woodward, M. Adams, G. Franks.

Borough Staff: Mayor J. Adams, Solicitor Z. Rice, Engineer P. Brath, Secretary/Treasurer K. Kunkle.

The meeting was called to order @ 7 PM by T. Vasco.

Fire Report: B. Rodgers reviewed the June report. He advised that another management committee meeting would be held in July.

Visitors: Craters of 15 Glenview Drive.

Public Comment: The Craters came to ask for help with the swale issue. They explained that they have lived at the house for 24 years. In 2014 they had a sink hole and the Borough told them to do what they wanted to fill it. They have spent thousands filling in the area and planting grass. Now the issue is worse. The HOA assisted with hiring a landscaper to correct the issue, but 2 days after the work was done there was a big storm and it all washed away. Now there is a crevice, and it keeps moving toward their house and they are worried about their foundation. Their Neighbor's at 17 have a gap between the ground and their fence that was not there and keeps getting worse. She came to the office to look at plans and was given Pam Shallenberger's info to contact about stormwater grants, but she explained the Borough had to apply.

A.Vasco advised that he had spoken with Mrs. Crater and asked if there is anything we can do to help them. P.Brath advised that the contractor the development hired used the wrong material. The swale liner should have been heavier grade. He said the Borough could pursue a grant, but the match money should come from someone else whether it be the Homeowner's or the HOA.

Z.Rice advised that the stormwater techniques have changed over the years especially since the 10-year storm has changed. The Borough could host a grant for the work. Z.Rice advised he could review the HOA declaration and bylaws to try to determine who the responsible party is between the HOA and Homeowner. Council agreed.

G.Franks made a motion to accept the June 1, 2022, meeting minutes as presented, M.Adams seconded, and the motion carried.

Building Permits: Reviewed

Police Report – Provided by Carroll Township

Engineer Report: P.Brath advised that the South Heights ponds are still not draining in 72 hours. The Develop sees the same thing. We will keep watching the situation.

Phil advised about the developments of regional significance. Dillsburg is the Winfield development located across from Pheasant Ridge. There are 2 in Carroll Township, the warehouses off Glenwood Rd. and the Ore bank Field across from the Giant. Apartments behind Giant were conditional use.

Solicitor Report: Z. Rice advised that the South Heights HOA hired a lawyer, they had a phone meeting, and the HOA is to pay the landscaping bill. He feels that the HOA now understands that the Borough is not their adversary.

Water Authority: Given by

Street Commission: Given by D. Isenberg

Treasurer's Report: Given by K. Kunkle

M.Adams made a motion to accept the May & June Treasurer's report including the revised Q1 2022 budget vs. actual with the tax receipts properly allocated and the Q2 2022 budget vs. actual as submitted, L.Woodward seconded, and the action was approved.

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

Council Committees:

Park & Rec: The Blouch property purchase was discussed. Council unanimously agreed that the subdivision plan could be filed as approved at the March meeting.

The 1st playground installation planning meeting was held June 29th.

Correspondence: K.Kunkle advised that notices of our Electric contract being dropped were received. Unsure of what the electric bills would be going forward. A.Vasco advised he spoke with the rep who said the Met-Ed rates would be best for now and he would contact us when a new contract could be beneficial.

Old Business:

New Business:

Additional Business: P.Brath asked to speak about the stormwater situation in Franklin Glen. The Crater's went to Rep. Dawn Keefer's office and after sharing the information they advised this was a local issue not a state issue. The issue started when the Crater's put in a garden with a third of it being in the swale causing the water to reroute. Upon receipt of a letter from the Borough they removed the garden but left a mound of dirt. After another letter they kind of removed the mound but not completely. Todd Lyons staked out the swale and Phil used string on the stakes to mark the levels of the swale to allow the homeowner to fix it. They dug a ditch. After the letter in September 2021, the HOA said they would fix it and hired a contractor. The Contractor dug up the swale and used the wrong erosion matting. The 1st storm washed it away. The Township sued the HOA to fix the basin, but they did not include the swale with that project for some reason.

He reminded the Borough that he works as the Borough Engineer and that the development should have their own engineer for their stormwater facilities and any bills for work, he does regarding the development's stormwater facilities should be passed on to the HOA or homeowner.

M.Adams made a motion to adjourn at 8:12 PM, K.Metzger seconded, and the motion carried.

Franklintown Borough Council Meeting Minutes August 3, 2022

Council Present: A. Vasco III, R. Stein, D. Isenberg, K. Maxwell-Metzger, L. Woodward, M. Adams, G. Franks.

Borough Staff: Mayor J. Adams, Solicitor T.Beaston, Engineer P. Brath, Secretary/Treasurer K. Kunkle.

The meeting was called to order @ 7 PM by T. Vasco.

G.Franks made a motion to approve the Agenda with minor changes, M.Adams seconded, and the motion carried.

Fire Report: Given by B. Rodgers

Visitors: Lisa & William Crater of 15 Glenview Dr & Mr. Gautam of 17 Glenview Dr

Public Comment: The Crater's came to ask about the status of their request for help with the stormwater issue discussed last meeting. Mr. Gautam came to support his neighbors as they border the swale on either side. Pictures from the swale issue over the course of 2017-2021 was provided by Sec./Treas. The Crater's confirmed that the HOA contracted with Final Grade and the HOA determined if the work was completed sufficiently to issue payment. The Crater's expressed frustration because the contractor would not deal with them when they owned the property. The Crater's indicated they were under the impression that the Borough Engineer approved the work. P.Brath advised that he does not and will not approve work especially since the HOA is not his client. They were advised that since Mr. Rice wasn't present the answer was not yet determined but as soon as it was, they would be advised.

G.Franks made a motion to accept the July 6, 2022, meeting minutes as presented, M.Adams seconded, and the motion carried.

Building Permits: The monthly report was reviewed.

Police Report – Provided by Carroll Township

NEMA: Information was provided about becoming a heating or cooling station. Due to the limited staff, medical capabilities required, and liability involved council unanimously decided to not make the Borough a designated heating or cooling station.

Engineer Report: P.Brath

Solicitor Report: T.Beaston attended, no report was provided.

Water Authority: report available upon request.

Street Commission: Given by M.Adams

Treasurer's Report: Given by K. Kunkle. Information regarding the 2nd disbursement of the ARPA funds was provided.

M.Adams made a motion to accept the Treasurer's report as submitted, D.Isenberg seconded, and the action was approved.

M.Adams made a motion to accept the disbursements as presented, D.Isenberg seconded, and the action was approved.

Council Committees:

Park & Rec: It was advised that the Blouch subdivision plan was recorded and that the trees were to be removed in the next week.

Budget Committee: The Borough Budget Committee was set as Tony, Grace, and Kelly.

Correspondence

Old Business: A memo with general information about stormwater was provided.

New Business: Trick or Treat dates were discussed. M.Adams made a motion to designate Thursday October 27th from 6-8 Trick or Treat night in the Borough with Monday October 31st designated as a severe weather makeup date, K.Metzger seconded, and the motion carried.

M. Adams made a motion to adjourn at 7:56 PM, D.Isenberg seconded, and the motion carried.

Franklinton Borough Council Meeting Minutes September 6, 2022

Council Present: A. Vasco III, R. Stein, D. Isenberg, K. Maxwell-Metzger, L. Woodward, G. Franks.

Council Attending remotely: M.Adams Called in at 7:04PM during the Fire Report and attended through Adjournment.

Borough Staff: Mayor J. Adams, Solicitor Z. Rice, Engineer P. Brath, Secretary/Treasurer K. Kunkle.

The meeting was called to order @ 7 PM by T. Vasco.

A motion to approve the revised Agenda to include the addition of a resolution to complete the purchase of the Blouch property was made by K.Metzger, seconded by L. Woodward, M.Adams had not yet been called in at this time, and the motion conducted.

K.Metzger made a motion to approve the Resolution to authorize the purchase of the Blouch property, L.Woodward seconded, M.Adams had not yet called in at this time, and the motion was carried.

Fire Report: Given by B. Rodgers . They advised that 40% of their calls were in their first due areas and 42% of their calls were in their 2nd due areas.

Visitors: Kim Reichert of 56 Glenview Driver and Stacey Miller of 21 Glenview Circle.

Public Comment: Kim Reichert inquired about a tree on her property line and the vacant Ruelius property. She was advised that the Council could not approve or object nor advise on the proper steps to remove the tree as it was private property.

Stacey Miller, the Franklin Glen HOA Secretary, started off asking if the Borough Secretary/Treasurer could talk more professionally about the Franklin Glen HOA. She first asked about the foliage along the road that loops Glenview Circle for Emergency access. It is overgrown and they are not certain whose responsibility it is. It was advised that the municipality owns right of way access for the road but not the ground around or alongside. Therefore, it is the responsibility of the property owner to maintain the shrubbery and foliage. Confusion of who owns along the full loops could be addressed by consulting the tax map, but that is not always accurate. It is to be investigated and the answer of who owns along the loop to be given at the next meeting .

Stacey Miller also wanted to advise on the swale issue. She explained that the homeowners who boarded the property were the only ones to receive notice of the swale issue. Due to the president's job situation during covid the HOA chose to help them with the work to aid financially but it was not their intention to take responsibility for the issue. She advised that the HOA solicitor advised them that the issue is the Homeowners not the HOA's responsibility. She indicated that the HOA paid the invoice as they were advised by the contractor that the Borough Engineer had been onsite and approved the work. She said that the plan did not work and asked if something else could be tried. Stacey commented that the contractor and Engineer that did the pond work would not look at the swale job. They also called around to other contractors and this was one of two that would bid for the job. The one chosen was less than the other bid. She advised that the contractor is willing to correct the work that was done but wants the Engineer to tell them what to do. They do not want to keep coming back. She wanted it documented that the HOA is trying to assist the homeowners in remedying the situation.

The Borough Engineer explained that he did not approve of the work. Most of it had been done by the time he was onsite to see what was done. He observed that the erosion mat stapling pattern was not adequate. He also questioned if the appropriate erosion mat was used. He was only onsite on behalf of the Borough to observe the work that was done. He is not employed by the HOA, nor could he be as it would be a conflict of interest, therefore he cannot, has not and will not approve the work to correct the swale. He advised that the repairs need to be made in accordance with the approved stormwater plan and if it is done correctly it will work, but the HOA needs to hire its own Engineer and ensure the work is done correctly.

G.Franks made a motion to accept the August 3, 2022, meeting minutes as presented, L.Woodward seconded, and the motion carried.

Building Permits: The monthly report was reviewed.

Police Report – Provided by Carroll Township

Engineer Report: P.Brath

Solicitor Report: Given by Z. Rice. The ownership of the Ruelius property of 351 W. Cabin Hollow Rd was discussed. It appears that the property is in the foreclosure process though the Borough/Authority have not received formal notice of this. The property is still owned by Anthony Ruelius according to York County Court House deeds. Z.Rice advised that holding the issuance of permits due to non-payment of lines is not recommended.

Water Authority: Available upon request

Street Commission: The Leiby estimate for the curb and crosswalk painting was reviewed. M.Adams made a motion to accept the bid; K.Metzger seconded, and the motion carried.

Treasurer's Report: Given by K. Kunkle

M.Adams made a motion to accept the Treasurer's report as submitted; L.Woodward seconded, and the action was approved.

G.Franks made a motion to accept the disbursements with corrected Gen fund total of \$19882.93, D.Isenberg seconded, and the action was approved.

Council Committees:

Park & Rec: It was advised that the Blouch lines were removed from subdivided land. Settlement should be complete by 9/16/22. The DCNR Grant award for the other half of the Blouch property purchase was announced. The council was reminded that a revised appraisal would be required before the final award amount would be determined and no monies would be issued until 2023.

K.Metzger made a motion to approve the \$40,000.00 draw from the Fulton Line of Credit to facilitate the purchase of the Blouch property, D.Isenberg seconded, and the motion carried.

The playset shipping date was changed to 9/6/22. K.Metzger made a motion to authorize the final payment of the swing set, L.Woodward seconded, and the motion carried.

Correspondence: The annual YC SPCA contract was reviewed. The council unanimously agreed not to participate again.

Old Business: The 90-day review of Kat assisting with the records organization was conducted. G.Franks made a motion to approve another 90 days for 1 day, 4-5 hours per week at \$15 per hour, L.Woodward seconded, and the motion carried.

New Business: Doug made a motion to table the discussion of the Secretary/Treasurer's salary until a meeting of the budget committee was conducted and a recommendation was made by them, R. Stein seconded, and the motion carried.

R.Stein made a motion to adjourn at 8:35 PM before the agenda items were completed, G.Franks seconded, and the motion carried. The PMRS items to approve the annual MMO and the corrective agreements for the 2021 & 2022 years were not addressed.

Franklinton Borough Council Meeting Minutes October 5, 2022

Council Present: A. Vasco III, R. Stein, D. Isenberg, K. Maxwell-Metzger, L. Woodward, M. Adams, G. Franks.

Borough Staff: Mayor J. Adams, Solicitor Z. Rice, Engineer P. Brath, Secretary/Treasurer K. Kunkle.

The meeting was called to order @ 7 PM by T. Vasco.

M.Adams made a motion to approve the agenda changes, G.Franks seconded, and the motion carried.

Fire Report: Given by Wellsville Fire Chief Larry Anderson. The council agreed to disburse the Fireman's Relief monies to Wellsville.

Visitors: none

Public Comment: none

M.Adams made a motion to accept the September 7, 2022, meeting minutes as presented, D.Isenberg seconded, and the motion carried.

Building Permits: The monthly report was reviewed.

Police Report – Provided by Carroll Township

Engineer Report: The York County Block Grant Agreement was discussed. The council agreed it could be signed.

Solicitor Report: Given by Z. Rice.

Water Authority: Given by

Street Commission: Mayor Adams advised there was a pothole on Cabin Hollow by South St. and asked if the maintenance person could patch it.

Treasurer's Report: Given by K. Kunkle

M.Adams made a motion to accept the Treasurer's report as submitted, D.Isenberg seconded, and the action was approved.

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

Council Committees:

Park & Rec: Settlement of the Blouch property took place on September 16, 2022. The recorded deed needs to be sent to York County for the 2nd and final disbursement from the Land Preservation Grant.

The playset has been received and is in the garage. The KPN proposal for the remaining work on the playground project.

South Mountain Partnership awarded a grant toward the startup of the Friends of the Park 501©3. K.Metzger attended a luncheon and received the award.

Correspondence

Old Business: D.Isenberg made a motion to approve the 2021 & 2022 PMRS contributions made in accordance with Resolutions 2020-12 and 2021-8 and now with corrected agreements for each year, L.Woodward seconded, and the motion carried.

New Business:

D.Isenberg made a request to create a Grant committee to oversee Grant applications in management of matching funds to avoid overextending the funds. The committee will consist of D.Isenberg and M.Adams.

L.Woodward made a motion to authorize paying K.Kunkle \$20 per hour to continue as Secretary/Treasurer while finding and training a replacement and to see out the Authority and Borough Grants as needed, K.Metzger seconded, and the motion carried.

M.Adams made a motion to advertise the job posting for Secretary/Treasurer for \$28,000-\$40,000 per year, G.Franks seconded, and the motion carried.

A discussion was had on the hiring process. Z.Rice advised it was common for a governing body to utilize its personnel committee (or create an ad hoc committee if it didn't have a personnel committee) to conduct interviews and review candidates, and then report back to Council with its recommended hire, or at least whittle down the list to 2 or 3 candidates for a second round of interviews to be done by the full Council.

If there was a desire to have the full Council involved in the entire process, that would be acceptable as well, because any deliberation of the quorum, or more, would be permitted as an executive session to discuss personnel matters, pursuant to the Sunshine Act. The interviews could occur at any time really, provided that at the next meeting the Council announces that it will hold an executive session to conduct interviews of prospective candidates on [date/time]. Only the vote to hire the candidate is required to be done in an open meeting; all deliberation, discussion, interviewing, etc., can be done as part of the valid executive session.

PA One Calls and who will manage them were discussed. It was asked if they were provided to the Maintenance person would they be willing to mark the ones necessary and able to be found. The rural locations to be marked by the operator.

G.Franks made a motion to adjourn at 7:40 PM, L.Woodward seconded, and the motion carried.

The October Meeting Agenda's were delayed in their public posting due to technical difficulties.

Franklintown Borough Council Meeting Minutes December 7, 2022

Council Present: A. Vasco III, R. D. Isenberg, K. Maxwell-Metzger, L. Woodward, M. Adams,

Borough Staff: Mayor J. Adams, Solicitor Z. Rice, Engineer P. Brath, Secretary/Treasurer K. Kunkle & Errington

An executive session to discuss personnel matters was held Wednesday October 26, 2022

The meeting was called to order @ 7 PM by T. Vasco.

D.Isenberg made a motion to approve the Agenda change under New Business to create an employee committee; L.Woodward seconded, and the motion carried.

Fire Report: Given by B. Rodgers

Police Report – Given by Carroll Township

Secretary/Treasurer: Council discussed hiring Pam Errington as the Secretary Treasurer and her training from Kelly Kunkle. D.Isenberg made a motion to approve hiring Pam Errington at salary of \$32,000.00 for 2023 and an hourly rate of \$17.58 per the end of the year contingent on Borough Council approval effective Wednesday October 26, 2022, R.Stein seconded, and the motion carried.

Visitors: none

Public Comment: none

D.Isenberg made a motion to accept the October 5, 2022, meeting minutes as presented, L.Woodward seconded, and the motion carried.

Building Permits: The monthly report was reviewed.

Engineer Report: The posts on Harry Fox's property across from South Heights installed to stop the South Heights residents from parking there were discussed. It was requested that they be moved back to make it easier to maneuver cars on that road. It was agreed that they could be moved back 2 feet. P.Brath is to advise Harry Fox, Mayor Adams is to speak to Chief Wargo about ticketing parking violators, and Secretary is to advise maintenance employee to move the posts back.

Solicitor Report: Given by Z. Rice.

Water Authority: None due to operator being on vacation.

Street Commission: The pothole at Cabin Hollow & South St. needs to be filled again.

Treasurer's Report: Given by K. Kunkle

Due to the transition of the Secretary/Treasurer position and the statements not being available until the day of the meeting there was no Treasurer's report or disbursement report. Statements for the Members 1st account were provided.

Council Committees:

Budget Committee: The Budget committee presented the Budget for 2023. R.Stein made a motion to advertise the budget, MattAdams seconded, and the motion carried.

Park & Rec: The KPN proposal is coming shortly.

Friends of the Park: The EIN number is received.

Correspondence: None

Old Business: None

New Business: The need to create an employee committee to deal with all employee concerns was discussed. The council agreed that this committee should handle all concerns from the Mayor, Council, and anyone else regarding the employee. All concerns are to be addressed to the committee and not the Secretary/Treasurer directly. The Committee will consist of A.Vasco, MattAdams, MayorAdams, G.Franks and D.Isenberg.

Advertising the 2023 meeting dates was discussed. R.Stein made a motion to approve advertising them, G.Franks seconded, and the motion carried.

Using Hamilton & Musser for the 2022 Audit was discussed. G.Franks made a motion to use Hamilton & Musser for the 2022 Audit, L.Woodward seconded, and the motion carried.

G.Franks made a motion to adjourn at 7:25 PM, L.Woodward seconded, and the motion carried.

Franklintown Borough Council Meeting Minutes December 7, 2022

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Visitors: none

Public Comment: none

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Building Permits: The monthly report was reviewed.

Engineer Report: The posts on Harry Fox's property across from South Heights installed to stop the South Heights residents from parking there were discussed. It was requested that they be moved back to make it easier to maneuver cars on that road. It was agreed that they could be moved back 2 feet. P.Brath is to advise Harry Fox, Mayor Adams is to speak to Chief Wargo about ticketing parking violators, and Secretary is to advise maintenance employee to move the posts back.

Solicitor Report: Given by Z. Rice.

Water Authority: None due to operator being on vacation.

Street Commission: The pothole at Cabin Hollow & South St. needs to be filled again.

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