

## Franklintown Borough Council Reorganization Meeting Minutes January 6, 2020

**Swearing in of Officials:** At 7:11 PM The Honorable Richard T. Thomas performed the swearing in of the elected officials Douglas Isenberg, Rodney Stein, Anthony Vasco III, Richard Blouch, Brian Crespo as well as Rhonda Harpster the appointed Tax Collector. Swearing in ended at 7:14PM.

The Reorganization meeting was called to order by Mayor James Adams at 7:30 PM.

Per roll call the following elected officials were present: Katherine Maxwell-Metzger, Brian Crespo, Rodney Stein, Richard Blouch, Anthony Vasco III, Sharon Blouch and Douglas Isenberg.

Borough Staff present: Solicitor James Robinson and Sec./Treas. Kelly Kunkle.

Mayor Adams opened up the nominations for President of Council. Brian Crespo nominated Anthony Vasco III for President of council. No other nominations were made. All voted in favor of Anthony Vasco III as President.

The meeting was turned over to President Anthony Vasco III.

Opened nominations for council Vice-President  
S. Blouch nominated Richard Blouch as Vice-President.  
No other nominations were made.  
All voted in favor of Richard Blouch as Vice-President.

Borough Secretary

S. Blouch nominated Kelly Kunkle to remain as Secretary.  
No other nominations were made.  
All voted in favor of Kelly Kunkle as Secretary.

Borough Treasurer

D. Isenberg nominated Kelly Kunkle to remain as Treasurer.  
No other nominations were made.  
All voted in favor of Kelly Kunkle as Treasurer.

At 7:36 PM The public hearing for Ordinance 293-2020 to amend the non-uniform plan administered by the Pennsylvania Municipal Retirement System. See the Attached minutes.

The hearing ended at 7:38PM

R. Stein moved to approve Ordinance 293-2020, D. Isenberg seconded and the motion carried.

Police Report – Given by Detective Sergeant Schreiner

The reorganization meeting resumed.

Treasurer's Bond - S. Blouch moved to keep the Treasurer Bond at \$300,000.00, B. Crespo seconded and the motion carried.

Borough Depositories - B. Crespo moved to keep the Borough Depositories as (PLGIT) Pennsylvania Local Government Investment Trust & Fulton Bank, S. Blouch seconded and the motion carried.

Solicitor - R. Stein moved to keep Salzmann Hughes as the Borough Solicitor, B. Crespo seconded and the motion carried.

Borough Auditor - R. Stein moved to keep Boyer & Ritter as the Borough Auditor, D. Isenberg seconded and the motion carried.

Sewage Enforcement Officer - S. Blouch moved to keep Hoover Engineering as the Sewage Enforcement Officer, R. Blouch seconded and the motion carried.

Borough Engineer - K. Maxwell-Metzger moved to keep Barton & Loguidice as the Borough Engineer, B. Crespo seconded and the motion carried.

Emergency Management Agent - R. Blouch moved to keep Northern York Emergency Management Agency as the Emergency Management Agent, D. Isenberg seconded and the motion carried.

Borough Building Inspector & Zoning Enforcement Officer - R. Stein moved to keep Land And Sea Services LLC as both the Borough Building Inspector and Zoning Enforcement Officer, S. Blouch seconded all voted in favor except D. Isenberg and the motion carried.

(3) Zoning Hearing Board Members & (1) Alternate - S. Blouch moved to keep David Detinburn, Robert Muller and Sharon Andrews as the 3 Zoning Hearing Board Members and Steven Teletnick as the Alternate, R. Blouch seconded all voted in favor with the exception of D. Isenberg and the motion carried.

Chief Administrator of State Forms and The Open Records Officer - S. Blouch moved to keep Kelly Kunkle as the Chief Administrator of State Forms and The Open Records Officer, R. Blouch seconded and the motion carried.

Dog Officer, Road Crew Officer and Vacancy Board Chairman - No nominations were made.

Codes Enforcement Officer - S. Blouch moved to keep Land And Sea Services LLC as the Codes Enforcement Officer, B. Crespo seconded all voted in favor except D. Isenberg and the motion carried.

Street Commission Representative and Fire Company Representative - A. Vasco moved to keep Doug Isenberg as the Street Commission Representative and to appoint Doug Isenberg as the Fire Company Representative, R. Blouch seconded and the motion carried.

NEMA Representative, EMS Representatives and Borough Park – S. Blouch moved to keep R. Blouch as the NEMA & EMS Representative, Mayor Adams as the 2<sup>nd</sup> EMS Representative and Katherine Maxwell-Metzger as the Borough Park Representative, D. Isenberg seconded and the motion carried.

Dillsburg Area Authority 2<sup>nd</sup> Representative, 2nd NEMA Representatives - No nominations were made.

York Adams Tax Bureau & Tax Collection Committee Representative - D. Isenberg moved to keep R. Stein as the York Adams Tax Bureau & Tax Collection Committee Representative, S. Blouch seconded and the motion carried.

York Adams Tax Bureau & Tax Collection Committee Alternate and the Chesapeake Bay Pollution Reduction Plan and the York County Storm Water Commission – No Nominations were made

D. Isenberg moved to approve the December 4, 2019 Meeting Minutes, B. Crespo seconded and the motion carried.

Building Permits: No building permits were issued for December.

Solicitor Report: James Robinson presented Resolution 2020-1 to update the Fees for Land & Sea for 2020. R. Stein moved to approve Resolution 2020-1, R. Blouch Seconded, all voted in favor with the exception of D. Isenberg and the motion carried.

Street Commission: Council was advised that the Borough's PennDOT Liquid Fuels Rep resigned and a new one has not yet been assigned.

Treasurer's Report: D. Isenberg moved to accept the treasurer's report as presented, B. Crespo seconded and the action was approved.

R. Blouch made a motion to approve the disbursements as presented, K. Maxwell-Metzger seconded and the action was approved.

Park Committee – Council was advised that the Hoss's Fundraiser is Wednesday January 15<sup>th</sup> and each member has coupons in their folder to distribute.

Correspondence: A memo was presented showing the PIRMA recommendation regarding the pit in the garage and the previous response sent. Council approved the same response to be issued again.

New Business: Mayor Adams asked what was found out regarding the Electronics Recycling for the Borough. The information was discussed but no decisions were made.

Adjournment: S. Blouch made a motion to adjourn the meeting at 8:23PM, D. Isenberg seconded and the motion carried.

**Public Hearing for Ordinance 293-2020**

**January 6, 2020**

**A public hearing for the name Ordinance 293-2020 was called to order at 7:36 PM by James Robinson, Solicitor for the Borough of Franklinton.**

**Council Present:** President Anthony Vasco III, Vice President Richard Blouch, Rodney Stein, Katherine Metzger, Brian Crespo, Doug Isenberg and Sharon Blouch.

**Council Absent:** None

**Borough Staff:** Mayor James Adams, Solicitor James Robinson and Secretary/Treasurer Kelly Kunkle.

**Visitors:** Peggy Williams of the Dillsburg Banner and Detective Sergeant Schreiner of Carroll Township Police

A public hearing is being held as required by the borough code.

Notice of the public hearing was advertised in the Dillsburg Banner on December 12, 2019.

Mr. Robinson asked three times if there were any questions or comments in regards to Ordinance 293-2020.

Hearing no questions or comments, the public hearing for the name Ordinance 293-2020 was closed at 7:38PM.

## Franklintown Borough Council Meeting Minutes February 5, 2020

COUNCIL PRESENT - Katherine Maxwell-Metzger, Brian Crespo, Rodney Stein, Richard Blouch, Anthony Vasco III and Douglas Isenberg.

BOROUGH STAFF PRESENT - Mayor J. Adams, Solicitor James Robinson, Engineer P. Brath and Sec./Treas. Kelly Kunkle.

The meeting was called to order by A. Vasco s at 7:30 PM.

POLICE REPORT – Given by Carroll Township Officer

VISITORS – Kailey from Dillsburg Banner and Laura Woodward of 2 N. Church St.

PREVIOUS MEETING MINUTES - R. Stein moved to approve the January 6, 2020 Meeting Minutes, B. Crespo seconded and the motion carried.

PUBLIC COMMENT – Laura Woodward from 2 N. Church St. advised that she came to see what the status was of the last 6 units going into the South Heights development and the one-way streets to allow parking.

Reports to Council:

FIRE REPORT – 1 appliance fire in Franklin Glen for January. Discussion was had regarding the Fire Dept. Plan meeting attended by D. Isenberg prior to the meeting.

BUILDING PERMITS: 2 building permits were issued for January 2020

YATB/TCC Report given by R. Stein

EMS REPORT – none

ENGINEER REPORT – P. Brath advised on the status of the Franklin Township Vs. Franklin Glen Stormwater situation and explained the request from Franklin Township’s Solicitor for Franklintown Borough to join law suit. He expressed concern that Franklin Glen seems to be ignoring the repairs needed to the part of the stormwater system that falls solely in the Borough. J. Robinson advised that we could enter the action as either an Intervener or as a Party of the Suit but that it would not be possible to quote a dollar figure for doing either. D. Isenberg made a motion to approve the Solicitor to move on behalf of the Borough to become a party of the suit, pending a call to Franklin Township’s Atty. And if Franklin Glen does seem to ignore the repairs in the Borough, K. Metzger seconded a role call was taken, A. Vasco, K. Metzger and D. Isenberg voted for, R. Blouch and B. Crespo voted against and the motion carried.

P. Brath further reported on the situation with South Heights and their compliance with the contingent approval received by Council.

P. Brath advised that DAA requested time to wait to further investigate the dips in the road near their service lines in Franklin Glen as they have plans in the works for the summer. He advised that it would be okay to wait.

SOLICITOR REPORT: J. Robinson gave a timeframe of April for the Tenant Occupancy Ordinance.

WATER AUTHORITY REPORT – Given by R. Blouch

STREET COMMISSION - Council was advised that the Church St/Long Ave One Way street study was received with the next steps to proceed given. A. Vasco advised Sec./Treas. Kunkle to proceed.

TREASURER'S REPORT - R. Blouch moved to accept the treasurer's report as presented with the Q4 2019 Budget Vs. Actual report, D. Isenberg seconded and the action was approved. R. Blouch made a motion to approve the disbursements as presented, B. Crespo seconded and the action was approved.

PARK COMMITTEE – Council was advised that the Hoss's Fundraiser earned \$143.06.

CORRESPONDENCE - NONE

OLD BUSINESS - The electronics recycling options were discussed. R. Blouch made a motion to subcontract with Matt's Junk Removal to attend the York County Solid Waste Authority training to facilitate the electronics recycling and deliver the items collected 2 times per year at \$250.00 per date, R. Stein seconded and the motion carried.

NEW BUSINESS - B. Crespo made a motion to change the Borough Council Meeting time from 7:30PM to 7PM beginning with the March meeting and continuing for the remainder of 2020 and for this to be advertised, R. Stein seconded and the motion carried.

ADJOURNMENT - R. Stein made a motion to adjourn the meeting at 8:51PM, B. Crespo seconded and the motion carried.

Franklintown Borough Council Meeting Minutes March 4, 2020

Council Present: President T. Vasco, R. Blouch, R. Stein, S. Blouch, D. Isenberg, B. Crespo, K. Metzger

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

The meeting was called to order @ 7:00 PM by T. Vasco.

Police Report – Given by Chief Wargo

Visitors: Dawn Lusk & Jim MacClay of Dillsburg Soccer Club and Laura & Corey Woodward.

Public Comment: Dawn Lusk & Jim MacClay of Dillsburg Soccer Club spoke about their interest in a partnership with the Borough regarding the park plan and the upcoming grant application. They advised on other relationships, contracts, and field usage.

Laura & Corey Woodward advised they were there to hear about the Church St. parking issue status and to generally attend the meeting.

Motion made to accept the meeting minutes with correction to the presenter of the Police Report was made by A. Vasco, seconded by B. Crespo and carried.

Building Permits: 6 South Heights denied permits.

Fire Report: No calls in the Borough for February. D. Isenberg attended the local government meeting with the Fire Dept. immediately prior to the council meeting. The Fire Dept feels Franklintown's annual donation should be \$12,200.00 and they would suggest it comes via property tax or a user fee. D. Isenberg informed the Fire Dept. to contact the Secretary to attend a Council meeting to propose this amount.

EMS Report: 3 Ambulance calls in January. The February report is not available yet.

Engineer Report: Given by Phil Brath. Mr. Brath advised the Franklin Glen is making progress on the stormwater issue and including the part of the facility that is in the Borough.

Mr. Brath is to contact J.A. Myers about marking the property lines for the first 12 units that were sold as the Woodwards requested this in the public comments and the Secretary advised another owner questioned this due to planning to have a fence installed.

Mr. Brath also updated council on some local PennDOT work and how it would affect the Borough.

Solicitor Report: Given by J. Robinson.

R. Stein made a motion to pass Resolution 2020-2 to establish a Complete Count Committee for the 2020 U.S. Census, D. Isenberg seconded and the motion carried. Mr. Robinson advised that a committee could be established at the next meeting.

B. Crespo made a motion to pass Resolution 2020-3 to add the tax collector's designated backup as a signer on the tax account with Members 1<sup>st</sup>, S. Blouch seconded and the motion carried.

Mr. Robinson advised council on the status of the Tenant Ordinance and asked if Council wanted to include inspections. Council asked if there was any liability against the Borough if we did not adopt inspections. Mr. Robinson advised, no. Council unanimously agreed to not include inspections in the ordinance. Mr. Robinson also asked when the Borough would like the registrations to come in. It was decided that the registrations would take place during June & July and there

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would be no fee if they are submitted during those months. If the annual registrations are not received by the end of July, they will be assessed a \$50 penalty. These registrations will be in addition to the Tenant Occupancy Permits which will be expected to be submitted any time a tenant change.

Mr. Robinson addressed a question regarding family of Council Officials doing work for the Borough that is paid out of Liquid Fuels. The current Liquid Fuels rep referred the secretary to section 1404 in the Borough Code. Mr. Robinson advised that section 1404 points to 64PA CS Chapter 11 of the Ethics act which provides for circumstances when a small Borough such as our may hire family. He advised us to publicly bid the work. If the only bid received is from a family member, we are to award the bid then go to liquid fuels for written approval. If the family member bid is not the only bid received, we were advised to handle in the following manner; If the family member bid is the lowest and the other submissions are reasonable the lowest reasonable bid must be awarded. If the family member bid is the lowest but the other submissions are not reasonable then council could award the family member bid and request written approval from Liquid Fuels.

Water Authority: Given by Richard H. Blouch

Street Commission: Street sign repairs & replacements were discussed. It was decided to advertise for bids for this work. The repair work for the Firehouse St. & West Ave. project were discussed.

#### Treasurer's Report

B. Crespo made a motion to accept the Treasurer's report as submitted, S. Blouch seconded and the action was approved.

S. Blouch made a motion to accept the disbursements as presented, B. Crespo seconded and the action was approved.

#### Council Committees:

Park & Rec: K. Kunkle advised that the grant should be applied for during April with a deadline of April 22, 2020.

Correspondence: The York County SPCA Trap-Neuter-Return program was discussed in reference to recently reported cat issues in the Borough. J. Robinson to check into what action the Borough has regarding the cat complaints received. Council advised K. Kunkle she could attend the training session for the program.

Tax Collector letter of explanation with the invoice for sorting the tax mailings was discussed. R. Blouch made a motion to pay the tax collector invoice as presented, S. Blouch seconded and the action was approved.

York County email regarding the Corona Virus was discussed.

Old Business: Mayor Adams advise that hauler application was submitted, but no determination was received.

New Business: The meeting with Rep. Scott Perry at his office in Wormleysburg with the United States Postal Service (USPS going forward) regarding the Borough's mail issues was discussed. USPS did not have the towns physical addresses entered into their database, which they sell to companies to use for shipping and location verification for services and loans, etc. They are mostly done with entering that info but it will take anywhere from 30-90 days for the end users to update their systems. The USPS does not affect UPS, FedEx or Google as they have their own databases.

In compliance with the 1 free mail service per person, USPS will no longer charge for the smallest PO Box rental to our residents. They will need to provide proof of address. Anything over the smallest size box will be chargeable. They assured us that they would not close the Franklinton Post Office because 1. They do not provide door to door delivery and are not interested in starting that in our town. 2. They cannot do rural delivery in town due to the parking on the Franklinton Borough Meeting Minutes March 4. 2020

street. 3. They must provide one free delivery per person and the Franklinton Post Office is their only means of providing that.

They also agreed to look into longer hours for the automatic lock to include Sundays as well as installing larger package lockers to accommodate deliveries for residents who are not able to pickup during the office open hours.

The insurance renewal Meeting date and time was discussed for anyone who wants to attend.

S. Blouch made a motion to adjourn the meeting at 8:55 PM, R. Blouch seconded and the motion was carried.

Franklintown Borough Council Special Meeting Minutes March 21, 2020

Council Present: President T. Vasco, R. Blouch, R. Stein, S. Blouch, D. Isenberg, B. Crespo, K. Metzger

Borough Staff: Mayor J. Adams, Secretary/Treasurer K. Kunkle.

The meeting was called to order @ 8:30 AM by T. Vasco.

Visitors: None

Public Comment: None

Special Meeting Resolutions:

R. Stein made a motion to adopt Resolution 2020-4 ratifying the Mayor's Emergency Declaration, B. Crespo seconded, council unanimously agreed and the motion carried.

S. Blouch made a motion to adopt Resolution 2020-5 continuing Franklintown Borough's Emergency Declaration in alignment with the Federal and State declarations, K. Metzger seconded, council unanimously agreed and the motion carried.

Adjournment: S. Bloch made a motion to adjourn the meeting at 8:35 AM, D. Isenberg seconded and the motion carried.

Franklintown Borough Council Meeting Minutes April 29, 2020

Council Present: President T. Vasco, R. Blouch, R. Stein, S. Blouch, D. Isenberg, B. Crespo, K. Metzger

Borough Staff: Mayor J. Adams, Solicitor J. Robinson (via phone for 1 question), Secretary/Treasurer K. Kunkle.

The meeting was called to order @ 7:00 PM by T. Vasco.

Lawn Maintenance Bids

President Vasco asked if there were any Bid submissions for Lawn Maintenance. Sec./Treas. Kunkle provided 2 sealed envelopes. 1. ReddUP for \$60.00 per mow with proof of insurance. 2. C&D Landscaping for \$65.00 per hour with no proof of insurance. Discussion ensued. Sec./Treas. Kunkle called Solicitor J. Robinson at 7:04 PM and put the call on speaker so everyone could hear. Mr. Robinson advised that since the bid was advertised for a per mowing price with proof of insurance and the submission from C&D was for a per hour price with no proof of insurance that submission must be disqualified. He advised that it was acceptable to award the bid to ReddUP despite the business being owned by the Mayor's son because there were no other legitimate submissions. The call lasted 2 mins and 31 seconds. There was more discussion. D. Isenberg made a motion to award the Lawn Maintenance bid for the 2020 season to ReddUP, B. Crespo seconded; a roll call vote was taken with A. Vasco, K. Metzger, S. Blouch, D. Isenberg and B. Crespo voting for and R. Stein and R. Blouch abstaining, the motion was carried.

Visitors: Dennis Stevens of C&D Landscaping

Public Comment: Mr. Stevens was present to hear the outcome of the Lawn Maintenance Bids.

D. Isenberg made a motion to accept the March 3, 2020 meeting minutes, B. Crespo seconded and the motion carried. B. Crespo made a motion to accept the March 21, 2020 Special meeting minutes, S. Blouch seconded and the motion carried.

Police Report – Provided in packet

Building Permits: None

Fire Report: Provided in packet

EMS Report: The Q1 calls were listed on the Agenda

Engineer Report: Given by P. Brath email.

Solicitor Report:

Water Authority:

Street Commission: Pot hole repair was discussed. Sec./Treas. Kunkle was advised to contact the liquid fuels rep for assistance in the bid for required materials etc.

Treasurer's Report

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

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

Council Committees:

Park & Rec: R. Stein made a motion to adopt Resolution 2020-6 to affirm the DCNR Park Grant Application for the Archie Hess Memorial Park Rehabilitation & Development Project, K. Metzger seconded and the resolution was adopted.

Pet Ordinance Committee:

Correspondence:

Old Business:

New Business:

R. Stein made a motion to waive the Q2 2020 trash bills for the Borough due to the balance in the trash fund and in response to the Covid-19 situation, K. Metzger seconded and the motion carried.

The Mayor Proclaimed Sunday May 3, 2020 as Bells Across Pennsylvania Day with the Franklinton United Brethren Church and the Emmanuel Lutheran Church both to ring their bells from 7PM-7:03PM in observance of this.

R. Stein made a motion to adjourn the meeting at 7:31 PM, B. Crespo seconded and the motion was carried.

Franklintown Borough Council Meeting Minutes May 27, 2020

Council Present: President T. Vasco, R. Blouch, R. Stein, D. Isenberg, B. Crespo, K. Metzger

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

The meeting was called to order @ 7:00 PM by T. Vasco.

Visitors: P. Williams of Dillsburg Banner, Cory & Laura Woodward & Nathaniel Pucciarello of South Heights town houses.

Public Comment: Laura & Cory Woodward asked about the setback for the stormwater ponds as they would like to install a fence in their backyard, asked about widening their driveway and access, the status of the stormwater ponds and the field across from the development. P. Brath, Engineer, explained the permits that would be needed for the fence and driveway and indicated that the curb cuts would need to be reviewed by the Engineer for the drive access change. He explained that the field across from them is supposed to be a hay field and that would reduce the amount of mowing that would be done. He and the owner are aware of the state of the field and current builder does have an agreement with the owner to dump the dirt there. The state of the ponds was explained and that once construction has stopped there is no timeline for the developer to convert them to their final state.

Mr. Pucciarello was there for the same issues as the Woodwards. He inquired about the one-way streets and the Borough taking some of the land across from the development through eminent domain. The issues with those were discussed.

Police Report – Given by Officer Williams

B. Crespo made a motion to accept the meeting minutes, R. Blouch seconded and the motion carried.

Building Permits: None

Fire Report: Part of the Meeting packet, there were no calls in the Borough for the month of April.

EMS Report: Sec./Treas/ Kunkle advised there were no ambulance calls in the Borough for the month of April.

Engineer Report: Given by Phil Brath

Mr. Brath updated council regarding the Franklin Glen storm water status, the Lexington Fields Residential Development and South Heights Development. He indicated that the changes to the Park Grant application would be submitted May 28<sup>th</sup> as expected.

President T. Vasco stepped out of the meeting at 7:34 P.M. Vice President R. Blouch took over.

Solicitor Report: Given by J. Robinson

Mr. Robinson reviewed Resolution 2020-7 in which the Borough's Real Estate Tax penalty terms would align with York Counties. R. Stein made a motion to adopt Resolution 2020-7, D. Isenberg seconded and the resolution was adopted. (President T. Vasco was not present for this vote.)

The Tenant Registration ordinance was discussed. There was a question as to whether it was just to register tenants or everyone over the age of 18 in town. Sec./Treas. Kunkle explained that there is an issue with collecting per capita tax in town. The main factors were rental units in town not complying with the Occupancy Permit requirement because there was no time frame that it needed to be filed within and the penalty could not be enforced due to this. There is another factor in which properties are owned by Parents and their adult children live there and because they don't have children in the school system they fall under the radar. Discussion ensued. It was determined that fixing the tenant occupancy  
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permit to include a timeframe would solve 90% of the problem. J. Robinson to continue to work on the ordinance and get something out for review.

President T. Vasco returned to the meeting at 7:45 PM, took over from the Vice President and participated in most of the tenant occupancy discussion.

The condition of West Ave. by the dance studio after the road work was completed. There is not a dip in the road to facilitate storm water running down the center of the road it all veers toward 101 S. Baltimore St.'s backyard, especially since the paver put the berm in at the end of 103 S. Baltimore's parking lot to stop it from running into his yard. Sec./Treas. Kunkle advised that C.S. Davidson is not responding to her emails. J. Robinson to send correspondence to them regarding the issue.

Water Authority: Given by R. Blouch

Street Commission: Memo's from K. Kunkle regarding PennDOT Region 8 speed limit reduction denial and the one-way street status were reviewed. Pothole repair guidelines from Liquid Fuels and P. Brath were discussed. Council decided to purchase the pothole materials per PennDOT spec from costars vendors and get 3 quotes for the work.

Treasurer's Report

R. Blouch made a motion to accept the Treasurer's report as submitted, B. Crespo seconded and the action was approved.

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

Correspondence: The YATB EIT Tax Memo indicated the probable time period to see the impact of the Covid-19 work situation and the memo showing the projected income reduction were reviewed.

Old Business:

Matthew Adams has completed the process for Electronic Recycling and we can schedule a date.

The complete count committee per Resolution 2020-2 was discussed and tabled.

The Council was updated on the cat complaints. Essentially it seems that the owner of the rogue cats has been keeping them in the home or in their outside cat cage since receiving a note from an Animal Control Officer.

New Business:

A memo with the current guidelines about reopening the park was reviewed.

Sec./Treas. K. Kunkle advised that the 2019 Audit was being held up by the PMRS reports again this year. The Accountant would like to proceed with a comment about the PMRS not being available since the amount for this is miniscule for our Borough.

The trash collection letter to be distributed after June 10<sup>th</sup> was reviewed and approved by Council.

A motion to adjourn the meeting was made by at 8:40 PM, seconded by and the motion was carried.

Franklintown Borough Council Meeting Minutes June 24, 2020

Council Present: President T. Vasco, R. Blouch, R. Stein, S. Blouch, D. Isenberg, B. Crespo, K. Metzger

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

The meeting was called to order @ 6:57 PM by T. Vasco.

Police Report – Given by Chief Wargo

Visitors: Laura & Corey Woodward of Church St., Peggy Williams of Dillsburg Banner

Public Comment: The Woodward's inquired about the mosquito treatment for the stormwater ponds at the South Heights development and updates on the parking and building happenings.

Previous Month's Minutes: B.Crespo made a motion to accept the May 27, 2020 meeting minutes, D.Isenberg seconded and the motion carried.

Building Permits: None

YATB/TCC: R.Stein advised the last meetings were held electronically and he was unable to participate.

Fire Report: D. Isenberg advised that the fire company is supposed to attend a Borough meeting to discuss their request for a Fire Tax. They are seeking an annual amount of \$75.00 per home. The Solicitor was directed to contact them regarding this matter. The end of the Country and Blue Grass Jam was also discussed.

EMS Report: There were 0 calls estimated for May 2020. Holy Spirit changing hands from Geisinger to Penn State was discussed.

NEMA Report: None

Engineer Report: P. Brath advised that he did not have a revised plan from South Heights yet. He also advised that Franklin Glen picked a contractor to complete the work on the stormwater system.

Solicitor Report: J. Robinson discussed the Tenant Registration Ordinance; it was not included in the meeting packets. Discussion ensued. D.Isenberg made a motion to scrap the Tenant registration ordinance, R. Stein seconded, discussion ensued, no vote was taken and D.Isenberg withdrew the motion. R.Blouch made a motion to delay the vote on the Tenant Registration Ordinance until the July 29, 2020 meeting, S.Blouch seconded and the motion carried.

J. Robinson to write a letter to C.S. Davidson regarding the Firehouse & West Ave. issue.

Potentially dangerous structures in the Borough were discussed. 13 S. Baltimore St., 351 W. Cabin Hollow and 13 N. Water St.

J. Robinson asked questions regarding the project and certificate of completion. Sec./Treas. to get information regarding minutes and Banner article mentioning issues with the street. Solicitor to draft a letter to the owners regarding the Borough's concerns for structural safety, etc.

Water Authority Report: R. Blouch advised on hydrant flushing and the annual CCR report is complete and distributed. The authority's sales agreement for 1 S. Church St. Garage was discussed.

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Street Commission: None, topics were discussed in other areas of the meeting

#### Treasurer's Report

B.Crespo made a motion to accept the Treasurer's report as submitted, S.Blouch seconded and the action was approved.

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

#### Council Committees:

Correspondence: A certified letter regarding South Heights Chap 102 permit required notification of development was received. P.Brath to look into why this is being received now and what possible action needs to be taken.

Old Business: R.Stein made a motion to tentatively schedule the Eycling event for Saturday August 1, 2020, D.Isenberg seconded and the motion carried. Sec./Treas. was instructed to look into post cards to mail out to Borough Residents.

Park Reopening was discussed. Solicitor clarified that a hold harmless was only necessary for those renting the pavilion and their guests. A.Vasco to power wash the park. No further determinations were made.

New Business: A.Vasco brought up that a piano and a mailbox cemented into an old milk jug with an East Berlin address were dumped on the burn pile. A discussion was had regarding options to regulate what is dumped. Sec./Treas. was instructed to check into cameras for the pile.

R.Stein made a motion to adjourn the meeting at 8:17PM, S.Blouch seconded and the motion was carried.

**Franklintown Borough Council Meeting Minutes July 29, 2020**

Council Present: President T. Vasco, R. Blouch, R. Stein, S. Blouch, D. Isenberg, B. Crespo, K. Metzger

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

The meeting was called to order @ 7:00 PM by T. Vasco.

At 7:01 PM The public hearing to consider changing Church St. and Long Ave. to One-Way streets between Cabin Hollow Rd. and South St. was convened. See the Attached minutes. There is a recording as well.

At 7:32 PM The public hearing to consider changes to South Heights Development plan was convened. See the Attached minutes. There is a recording as well.

Visitors: Laura & Corey (L.Woodward & C.Woodward) Woodward of 2 S. Church St., Marc Hoffman (M.Hoffman) of 10 N. Church St., John Arnold (J.Arnold) of 201 W. Cabin Hollow Rd., Sharon & Rosie Arnold (S. Arnold or R. Arnold) of 115 W. Cabin Hollow Rd., Koty Hoak (K.Hoak) of 8 N. Church St., Nathaniel Pucciarello (N.Pucciarello) of 6 N. Church St., Ben Myers (B.Myers) of J.A. Myers Homes, Kris Raubenstine (K.Raubenstine) Engineer for J.A. Myers Homes and Peggy Williams of Dillsburg Banner.

Public Comment: L. Woodward asked if anything could be done about the field across the street as they have ticks in their yard and feel they are coming from that field. P. Brath and J. Robinson both advised that it is a bad year for ticks and it can't necessarily be attributed to the field and suggested they spray their yard.

S. Blouch made a motion to accept the June 24, 2020 meeting minutes as presented, R. Blouch seconded and the motion carried.

Building Permits: 2 shed permits 1 each for 105A S. Baltimore St. and 15A N. Water St.

Fire Report: No calls for Franklintown Borough for June 2020.

EMS Report: There were 4 Ambulance calls in the Borough for June and there was a total of 5 calls in the Borough for the 2<sup>nd</sup> Quarter of 2020. A new EMS contract was received due to the sale of Holy Spirit to Penn State. Solicitor to reviewed and advises no action necessary at this meeting.

Engineer Report: Mr. Brath advised that the certified mail for the Chapter 102 permit for South Heights was a new permit for them using Harry Fox's property across the street and not action needed to be taken. This is the same with the DEP stormwater release permit.

Mr. Brath discussed the Bond release document he provided with comments. He explained the areas where he did not agree with the requested bond release amount. He then explained that the Borough has the right to request a 10% increase annually which would not warrant a decrease. B. Crespo made a motion to reduce the bond by \$9,407.50 as recommended by the Borough Engineer and decline the 10% increase option, D. Isenberg seconded and the motion carried.

Solicitor Report: Given by J. Robinson. A discussion on the Tenant Occupancy Ordinance was had. Council decided not to proceed with the prepared Ordinance and to leave the existing ordinance as is.

J. Robinson inquired about the current head of C.S. Davidson for his correspondence. P. Brath advised it is John Kleindienst. Mr. Robinson to direct the correspondence with regard to the issue with drainage on West Ave. to Mr. Kleindienst.

Mr. Robinson to get correspondence out to the residents regarding the dilapidated property concerns. The York County Blighted Property Program was discussed. Information to be forwarded to J. Robinson by K. Kunkle.

Water Authority: Given by R. Blouch

Street Commission: Price quotes for pot hole repair was not received. Price quotes for the street & traffic signs were received. K. Kunkle advised that one was not issued as requested and the one that was is from a family member. J. Robinson and P. Brath advised that the work should be advertised as recommended by our Liquid Fuels rep to allow us to accept the family member bid should it be the only one received. Council directed K. Kunkle to proceed as recommended.

Weed treatment for the Borough curbs and street and traffic signs was discussed. The Mayor advised he has a contact that does this. K. Kunkle was directed to check if this could be paid for out of Liquid fuels and to contact the Mayor's guy.

The next block grant application period is coming up in late summer early fall. Council agreed that K. Kunkle should forward the street plan to P. Brath to begin the process of applying for the next round of grants. P. Brath to get pricing to council for the application at the August meeting.

#### Treasurer's Report

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

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

S. Blouch made a motion to accept the 2019 Borough Audit as presented, R. Blouch seconded and the motion carried.

Council Committees: None

Correspondence: The YATB 2019 VS. 2020 Collection Email and reports were provided to council for review. K. Kunkle advised that Franklinton is actually up along with most of the Northern York School District Municipalities.

#### Old Business:

Council agreed to change the Electronics recycling to Saturday September 12 to allow for mailings and add a community yard sale.

#### New Business:

K. Kunkle advised that the audit of the 2016-2019 PMRS retirement by the PA Auditor General's office and the 2019-2020 Annual Insurance Audits were in process.

A. Vasco brought up the issue with the Borough Burn Pile and non-residents dumping and things being dumped that are not able to be burnt. A. Vasco made a motion to approve the purchase of a real estate sign for an estimated \$200.00 and (4) cellular trail cameras estimated at \$130.00 each for the Borough Burn pile, D. Isenberg seconded and the motion was carried.

S. Blouch made a motion to adjourn at 8:55 PM, K. Metzger seconded and the motion carried.

**Public Hearing to consider changing Church St. & Long Ave. to One-Way streets  
between Cabin Hollow Rd. and South St.**

**July 29, 2020**

**A public hearing to consider changing Church St. & Long Ave. to One-Way streets between Cabin Hollow Rd. and South St. was called to order at 7:01 PM by Tony Vasco III, President of Council for the Borough of Franklinton.**

**Council Present:** President Anthony Vasco III, Vice President Richard Blouch, Rodney Stein, Katherine Metzger, Brian Crespo, Doug Isenberg and Sharon Blouch.

**Council Absent: None**

**Borough Staff:** Mayor James Adams, Solicitor James Robinson, Engineer Phillip Brath and Secretary/Treasurer Kelly Kunkle.

**Visitors:** Laura & Corey (L.Woodward & C.Woodward) Woodward of 2 S. Church St., Marc Hoffman (M. Hoffman) of 10 N. Church St., John Arnold (J.Arnold) of 201 W. Cabin Hollow Rd., Sharon & Rosie Arnold (S. Arnold or R. Arnold) of 115 W. Cabin Hollow Rd., Koty Hoak (K.Hoak) of 8 N. Church St., Nathaniel Pucciarello (N.Pucciarello) of 6 N. Church St., Ben Myers (B.Myers) of J.A. Myers Homes, Kris Raubenstine (K.Raubenstine) Engineer for J.A. Myers Homes and Peggy Williams of Dillsburg Banner.

**A public hearing is being held as required by the borough code.**

**Notice of the public hearing was given via personal letter to affected parties sent by July 1, 2020.**

**Questions & Comment Summary:**

S.Arnold, R. Arnold and J. Arnold wanted to inquire about how the parking and traffic would work. They also mentioned the significant water that flows down the street and is starting to go into their basement. It is so bad they can't cross the street without their feet getting wet. They also mentioned about the ponds not being allowed to drain. They wanted to know if they would be able to pull in to their parking area right off of Cabin Hollow as they have been or if they would need to go around the block.

A.Vasco advised that they would have to go around the block.

J. Arnold had a spirited complaint about the development plan being approved at all. J. Adams explained that the plan was approved by the county before he was even the Mayor.

Franklinton Borough Public Hearing to consider changing Church St. & Long Ave. to One-Way Streets between Cabin Hollow and South St. held July 29, 2020.

R. Stein said he is opposed as Long Ave is not going to be able to handle the traffic volume. He also mentioned that the owner of 112 W. South St. gets a lot of water in their yard from the water coming down from further up the hill.

C. Woodward asked why making the street one-way fixes the parking issue. Currently if anyone has guests the parking sucks and they can't get around it.

A.Vasco explained that this was being considered to try to alleviate the parking issue that will become an issue when the no-parking signs are installed per the plan.

The Solicitor explained that this is being considered to allow for parking. Currently there is two-way traffic and no parking is permitted on either side of the street. Making it one-way would allow for parking on one side of the street. Whether or not that works is to be discussed in the hearing today.

J.Arnold asked how parking would be handled when the other side of the road is developed. P. Brath advised that if the other side is developed at that time, they would have to give 8ft. He advised that the right of way currently is not that big, but if the other side develops the right of way would increase. J.Arnold insinuated that the Borough would take the developers land to fix their mistake. The Solicitor explained that it is illegal for the Borough to take anyone's land. P. Brath explained that it is part of the SALDO ordinance and that the developer is already aware this would happen.

N. Pucciarello, said he has lived there for 7 months and doesn't have an issue with the parking. He asked if there is any issue from the other side. He indicated that they are currently parking on Fox's property not the roadway. If Mr. Fox isn't complaining then they are fine with the way it is.

K.Kunkle explained that the way it is now will not be allowed going forward. Before the developer leaves, they will install no-parking signs and nobody will be allowed to park on Church St. and there is no parking on South St.

N.Pucciarello, advised that they are currently not parking on the street, they are parking on Fox's property and will continue to do so as long as Mr. Fox doesn't have anything to say about it.

J. Arnold condemned the approval of the plan to begin with again. He said that ground used to be level, but now the units are built up high and all that water runs downhill into his sister's basement.

P. Brath explained that property owners have the right to do what they want within the allowed rules with their property. When the plan was approved it was within the rules at the time.

J. Arnold & S. Arnold asked if they are ever going to fix the road or open the drains. S. Arnold advised that every time it rains, they can't cross the street without getting wet fee. She was to send pictures to K. Kunkle for the engineer to review.

N. Pucciarello spoke further about the issues with the stormwater ponds.

R. Stein advised there is a bag in the culvert. P. Brath explained that it is to filter the water that runs through it. J. Arnold advised that it doesn't work because the drains are higher and the water just flows around them.

J. Arnold asked questions to confirm his understanding of the situation. He asked if the Borough could take to the telephone pole?

P. Brath advised that the street was determined to be 18ft. wide. That is all the Borough owns. From where the paving stops is Fox's property. In order to park on that street, they would have to park on Fox's property until Mr. Fox says they are not allowed to.

N. Pucciarello advised until Mr. Fox says not to, he is happy to continue parking on his property and leave the road the way it is. If Mr. Fox has an issue then we could go with this solution at that time.

A. Vasco explained that it takes a long time to change the road to a one way. J. Robinson advised that the Borough would have to advertise and pass an ordinance yet before we could make the street a one way.

N. Pucciarello asked if there will be a curb put on Fox's side of the road when it is repaved. P. Brath said no. N. Pucciarello advised he still intends to park on Fox's property until he complains.

D. Isenberg asked J. Arnold if the direction of the One-Way was changed would it help their situation. J. Arnold advised they wouldn't want that because it would be too dangerous to pull out onto Cabin Hollow from Long Ave. J. Arnold advised that if it was changed, they could deal with it but he likes the idea of waiting until it has to be done.

A. Vasco advised that we did this to try to help the situation if it's not wanted then we don't have to do it.

J.Arnold asked that council make it a rule to not approve plans with issues like this in the future. He also said that the water issue can't wait another year/year & a half to be corrected.

N.Pucciarello asked if the road was going to get any wider due to issues including a recent accident. J.Robinson advised that the street wouldn't be any wider as the Borough can't take property just because it want it.

A.Vasco took a vote

J.Robinson advised that council could take action or move into the next hearing.

**The public hearing to consider changing Church St. & Long Ave. to One-Way streets between Cabin Hollow Rd. and South St. was closed at 7:32 PM.**

**Public Hearing for Changes to South Heights Plan**

**July 29, 2020**

**A public hearing for changes to South Heights Plan was called to order at 7:01 PM by Tony Vasco III, President of Council for the Borough of Franklinton.**

**Council Present:** President Anthony Vasco III, Vice President Richard Blouch, Rodney Stein, Katherine Metzger, Brian Crespo, Doug Isenberg and Sharon Blouch.

**Council Absent: None**

**Borough Staff:** Mayor James Adams, Solicitor James Robinson, Engineer Phillip Brath and Secretary/Treasurer Kelly Kunkle.

**Visitors:** Laura & Corey (L.Woodward & C.Woodward) Woodward of 2 S. Church St., Marc Hoffman (M. Hoffman) of 10 N. Church St., John Arnold (J.Arnold) of 201 W. Cabin Hollow Rd., Sharon & Rosie Arnold (S. Arnold or R. Arnold) of 115 W. Cabin Hollow Rd., Koty Hoak (K.Hoak) of 8 N. Church St., Nathaniel Pucciarello (N.Pucciarello) of 6 N. Church St., Ben Myers (B.Myers) of J.A. Myers Homes, Kris Raubenstine (K.Raubenstine) Engineer for J.A. Myers Homes and Peggy Williams of Dillsburg Banner.

**A public hearing is being held as required by the Municipalities Planning Code.**

**Notice of the public hearing was advertised in the Dillsburg Banner on July 16, 2020.**

**Hearing questions or comments:**

P. Brath distributed his comments to the Council and visitors.

K.Raubenstine reviewed the changes being requested which include reducing the landscaping, removed the buffer and relocating some of the plantings. They reconfigured to fit 5 parking spaces on Church St., which was the maximum they could fit in, to avoid encroaching on the site triangle. They are also requesting approval for decks that are in the setback for each of the 6 townhomes.

B.Myers was explaining more about the decks.

L.Woodward asked if they were to be free standing decks or if they would have steps.

B.Myers advised that the decks would have steps.

The Mayor asked where the steps would be located. B.Myers advised that some would be straight out and some would be wrapped. Mayor Adams indicated that the steps would be further in the setback that way.

P.Brath advised there is some stormwater consideration with these. There is a stormwater management plan. He then drew attention to the W. South St. section because the plan shows doublewide driveways when the previous plan had single wide drives. Does the Council want the double wide driveways?

L.Woodward advised you can't get anything in the garages and the double driveway would be necessary.

A.Vasco confirmed that since the garage really isn't usable for most vehicles that the double wide would adequately serve the parking purpose.

L.Woodward requested that the new buyers need to be told that the extra five spaces are not for them they are for everyone in the development.

There were several side discussions

P.Brath advised there were several items for approval and the first are the decks. J.Robinson advised that council could take action if they chose. S.Blouch made a motion to waive the setback S514 E2 to allow the decks providing the steps don't further exceed the setback, D. Isenberg seconded and the motion carried.

P.Brath advised the next item is the screening buffer. He explained that he asked for a few trees to be placed strategically around the development so there is some vegetation.

K.Hoak indicated that the ponds looked awful and asked if the developer was going to take better care of the ponds going forward. B.Myers indicated that they would.

P.Brath advised that there were 25 bushes and shrubs being removed and asked if the homeowners wanted anything put back in?

K.Hoak advised that he wanted the plantings that he thought that was the plan all along. L.Woodward explained he can still have plantings but they would be his not the HOA's and they want the requirement removed because they want more yard space.

N.Pucciarello advised that he only had a problem with the tree at the end of his lot, lot 9 because he is the only one with true access to the alley and he wants to keep that.

K.Metzger asked if Council could approve the waiver with the placement to be determined at a later date. P.Brath advised that that one tree could be moved elsewhere to be determined at a later date.

D.Isenberg made a motion to waive the screening buffer requirement S514 A3 with the plantings per the Engineers recommendation with final placement of the tree along Long Ave. currently on Lot 9 to be determined later, S. Blouch seconded and the motion carried.

The final item is the approval of the plan. R. Blouch made a motion to approve the plan subject to the recommendations from the Borough Engineer dated 7/29/2020, S. Blouch seconded and the motion carried.

**The public hearing for the Changes to South Heights Plan was closed at 8:00 PM**

Franklintown Borough Council Meeting Minutes August 26, 2020

Council Present: President T. Vasco, R. Blouch, R. Stein, S. Blouch, D. Isenberg, B. Crespo, K. Metzger

Borough Staff: Mayor J. Adams, Solicitor J. Robinson, Engineer R. Hasemeier, Secretary/Treasurer K. Kunkle.

The meeting was called to order @ 7:09 PM by T. Vasco.

Police Report – Given by Chief Wargo

Visitors: None

Public Comment: None

D.Isenberg made a motion to accept the 2020 meeting minutes as presented, S. Blouch seconded and the motion carried.

2 Year Street & traffic sign bids were given to the President by K. Kunkle for opening. 1 bid from ReddUp was received with a price of \$60.00 per above ground post and sign replacement & \$120.00 per in ground post and sign replacement with insurance. No other bids were received. T.Vasco made a motion to accept the bid, D. Isenberg seconded and the motion carried.

Building Permits: None

Fire Report: Given by D. Isenberg

EMS Report: Given by R. Blouch.

NEMA Report: Given by R. Blouch. He advised that Dillsburg Borough is to dedicate a room to NEMA in their new municipal building. Inventory was also discussed.

Engineer Report: Given by R. Hasemeier

The pot holes were discussed. K. Kunkle advised that she is still waiting on the final material figures. She also pointed out that the areas on Long Ave and South Ave. were listed as not needing anything in error. R. Hasemeier is to get P. Brath to correct those. S. Blouch made a motion to approve seeking bids for the pothole repairs whether thru advertising or vendor requests, D. Isenberg seconded and the motion carried.

R. Hasemeier advised that the estimate for completing the Block Grant application and communication with the County for the next street repairs is \$3,000.00. K. Kunkle further clarified that the figure did not include presentations or meetings in York City Area, but those may still fit into the \$3,000.00 figure. B. Crespo made a motion to accept the estimate, S. Blouch seconded and the motion carried.

Solicitor Report: Given by J. Robinson

The solicitor explained that Resolution 2020-8 to adopt procedures per Act 44 regarding the Borough retirement plan is a response to the findings received on the most recent Pension Plan audit. Previously the Act 44 procedures were not a requirement and as the Borough didn't plan to change the pension provider from PMRS there was no need to adopt them. However, as of 2020 the Auditor has determined to start issuing findings for any entity that does not have these procedures adopted. This is no fault of the Borough as they were advised the procedures were not a requirement previously. T.Vasco made a motion to accept Resolution 2020-8 written procedures regarding Pension Plans in accordance with Act 44 of 2009, R. Stein seconded and the Resolution was adopted.

The dilapidated properties were discussed. Council directed the solicitor to send letters stating our concerns and requesting access to the property to verify the safety of the structures for 13 S. Baltimore and 351 Cabin Hollow Rd. only.

The Firehouse St. & West Ave. water drainage issue was discussed. The solicitor advised it may be best to start with an estimate of how much it would cost to put the dip into West Ave. Mayor Adams is to work with P. Brath to get estimates for that work.

The Borough Brush Pile was discussed. T.Vasco advised that he witnessed people dumping was not able to get to them in time to stop them. He advised there is a broken-up piano, an old mailbox from East Berlin and windows on the pile. Various options for enforcement and penalties were discussed. Council directed the solicitor to prepare an ordinance advising only brush, natural wood is able to be placed on the Brush pile and setting the penalty as a criminal offense up to \$1000.00. T.Vasco confirmed that Carroll Township is willing and able to enforce the penalty.

Water Authority: Given by R. Blouch

Street Commission: Given by D. Isenberg

The Weed treatment bid from Meredith's Lawn Service for a road and sidewalk application of \$250.00 and a park area application of \$35.00 was discussed. Council agreed to accept the bid and authorize a treatment.

Treasurer's Report: Given by K. Kunkle

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

R. Blouch made a motion to accept the disbursements as presented, B. Crespo seconded and the action was approved.

Council Committees:

2021 Budget Committee - The 2021 Budget Committee was formed to include T.Vasco, B.Crespo and K. Kunkle.

Park & Rec:

Correspondence: The finalized 2019 Audit letters from the Accountant were provided to the council members.

Old Business:

New Business:

S. Blouch made a motion to set Trick or Treat night for Saturday October 31, 2020, D. Isenberg seconded and the motion carried.

D. Isenberg made a motion to adjourn at 8:13 PM, K. Metzger seconded and the motion carried.

Franklintown Borough Council Meeting Minutes September 16, 2020

Council Present: President T. Vasco, R. Blouch, R. Stein, S. Blouch, D. Isenberg, B. Crespo, K. Metzger

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

J. Robinson introduced Z. Rice as his replacement as the Borough Solicitor. He advised he was present at the meeting as a courtesy with no charge.

The meeting was called to order @ 7:00 PM by T. Vasco.

Police Report – Given by Chief Wargo. Confirmed that finger printing was being done on the items left on the brush pile.

The bids for Pothole repair were given to the President by K. Kunkle and opened. 1 bid from York County Paving for the amount of \$10,660.00 was the only one received. A. Vasco made a motion to accept the York County Paving bid for pothole repair, D. Isenberg seconded and the motion carried.

Visitors: Peggy Williams of Dillsburg Banner

Public Comment: None

D. Isenberg made a motion to accept the 2020 meeting minutes as presented, R. Blouch seconded and the motion carried.

Building Permits: None

Fire Report: The annual donation was discussed. D. Isenberg made a motion to authorize the annual donation of \$3000.00 with a memo on the check that it is for the Truck, S. Blouch seconded and the motion carried.

EMS Report: The contract sent by Penn State Hershey was provided for each member to allow for review prior to the October meeting.

NEMA Report: Given by R. Blouch.

Engineer Report: P. Brath advised that the stormwater repair in Franklin Glen was complete. He recommended that the homeowners of 15 & 17 Glenview Drive be contacted to request they work together to repair the dip left by the garden that was removed.

The road dips in Franklin Glen were discussed. DAA advised that their sewer lines looked good upon viewing. It was unclear if the dips were all within the Borough limits. R. Blouch made a motion to add their repair to the pothole job awarded earlier as long as they are definitely located in the Borough, S. Blouch seconded and the motion carried.

The next streets to request for repair via the York County Block Grant were discussed. P. Brath advised that we would have to wait until the Block Grant was officially announced to ensure the project matched what they were seeking submissions for.

Solicitor Report: Given by Z. Rice & J. Robinson

The dilapidated properties were discussed. Council instructed Z. Rice to pursue the Ruelius property but to drop the issue with the Loomis's and the Wolfe's.

Discussion of the Firehouse & West Ave. issue was discussed. S. Blouch made a motion directing the solicitor Z. Rice to contact the contractor to make them aware that we are beginning the process of pulling the bond to fix the issue on West Ave., D. Isenberg seconded and the motion carried.

The Brush Pile ordinance was discussed. Z. Rice recommended a fence and A. Vasco to contact R&S Fence. Council directed Z. Rice to draft an ordinance to include terms of Residents only, natural yard waste only and seeking the maximum criminal penalty.

Water Authority: Given by R. Blouch

Street Commission: Given by D. Isenberg

President A. Vasco left at 8:18PM, Vice President R. Blouch took over.

President A. Vasco returned at 8:20 PM and resumed presiding over the meeting.

Treasurer's Report: Given by K. Kunkle

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

President A. Vasco returned at 8:20 PM and resumed presiding over the meeting.

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

Council Committees:

Park & Rec:

Correspondence: K. Kunkle advised that the Liquid Fuels 2021 Estimated Allocation was \$15,944.48 and that it was less due to Covid-19.

Old Business: K. Kunkle advised that the PSAB Elected Officials Life Insurance transfer was still in process, there were a few issues being worked through.

New Business:

K. Kunkle explained The York County Cares Act Grant and the expenses she had gathered to date. Z. Rice advised that other municipalities were requesting laptops to allow working from home. Council agreed that K. Kunkle should seek an estimate for a laptop and add it to the grant application.

Mayor Adams discussed his concern of a rumor that a resident in town was planning to raise and butcher chickens for sale. K. Kunkle advised that when she spoke with the resident, they were only considering raising chickens for personal use.

K. Kunkle explained the trash receivables situation and a Waterfall billing option mentioned by Z. Rice. Mr. Rice explained that the Borough would essentially contract the Authority to do their billing then set a payment application policy where payments were applied to the trash first to allow for water shutoff to be used as leverage. No decision was made.

R. Stein made a request to have the line painting redone. Council agreed and directed K. Kunkle to contact Leiby Seal Coating to do the work.

R. Stein made a motion to adjourn at 8:50 PM, S. Blouch seconded and the motion carried.

**Franklintown Borough Council Meeting Minutes October 7, 2020**

Council Present: President T. Vasco, R. Blouch, R. Stein, S. Blouch, K. Metzger

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

The meeting was called to order @ 7:00 PM by T. Vasco.

Police Report – Given by Chief Wargo

Visitors: Jennifer Wagner of Hamilton & Musser

Public Comment: K.Kunkle introduced Jennifer Wagner who worked for the accountants that did our audits for 6 years but left Boyer & Ritter in 2019. K. Kunkle explained the issues she has had with the DCED reports for 2018 & 2019 since Jennifer left. Jennifer Wagner proposed audit services for the Borough and Authority. She explained that the Borough has an option to do a DCED only audit and save some money without losing the fraud checks. The Board discussed.

S.Blouch made a motion to accept the DCED only audit proposal for the Borough for 2021, K.Metzger seconded and the motion carried. The Council advised that the Authority will need to make a decision at their November 4, 2020 meeting.

R.Blouch made a motion to accept the September 16, 2020 meeting minutes as presented, S.Blouch seconded and the motion carried.

Building Permits: (1) permit was issued for a deck for 4 N. Church St.

Fire Report: The September report was not received. K.Kunkle advised that the Fire Police confirmed for Trick or Treat on Saturday 10/31/2020.

EMS Report: The September report was not received. R.Blouch advised the Penn State takeover was pushed to 11/1/2020 and the contract received is not the final contract for EMS services.

Engineer Report: Given by P. Brath. P. Brath advised that the Curbing and Driveways were almost done for the last 6 at South Heights. The developer needs to wait until the site is stabilized after construction is complete to convert the ponds to their final stage. The paving will most likely take place in Spring 2021 on Church St.

P.Brath advised that a conversation with York County regarding the 2021-2023 Block Grants should be arranged.

P.Brath advised that the potholes looked good, but that PennDOT required sealing of them.

Solicitor Report: Given by Z. Rice. Z. Rice confirmed that the only letter being sent was to Ruelius and K.Kunkle is to provide the PO Box address.

The Draft Ordinance for the Brush Pile was reviewed. The Council instructed Z. Rice to add a statement requiring the brush to have originated in the Borough and one to allow collection of removal costs plus 10%. R.Stein made a motion to advertise the Brush Ordinance with the (2) changes, K.Metzger seconded and the motion carried.

Trash Receivable for Wolfe and Yeagy were discussed. Z. Rice advised to send letter and to provide current balances to allow for revised liens to be applied before action is taken.

Water Authority: Given by R. Blouch.

Street Commission: The estimate from Leiby Seal Coating for \$4900.00 to paint the curbs and crosswalks was discussed. S.Blouch made a motion to accept the estimate, R.Blouch seconded and the motion carried.

Payment for the potholes job was discussed. R.Blouch made a motion for a conditional release of payment and the security bond based on the sealing being completed, S. Blouch seconded and the motion carried.

Treasurer's Report: Given by K. Kunkle

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

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

Council Committees: None

Correspondence: K.Kunkle advised that the state Pension Plan Assistance was received. She also advised that a notice of re-negotiation was received for the Comcast Franchise Agreement. Z. Rice to review the previous agreement when provided by K.Kunkle and assist in the process.

Old Business: K.Kunkle advised that the PSAB elected official life insurance transfer was corrected and complete.

Council determined to discuss the Billing Options to assist in the trash receivables at the next meeting when more members were present.

New Business:

Council determined not to accept payment for the haying of the field by the Baumgardner's. This is to be a standing arrangement going forward.

K.Kunkle advised that the voting location has been officially changed to the Franklinton United Brethren Church as of that morning. She advised that notices were provided to be placed at the Firehouse and around town. Council instructed her to notify the Banner as well.

Council determined to discuss the Secretary/Treasurer salary for 2021 at the next meeting when more members were present.

The Zoning Hearing board losing a member due to them moving out of the Borough was discussed. Z.Rice advised K.Kunkle to request a formal resignation from the member for the next meeting at which time action can be taken regarding a replacement.

S.Blouch made a motion to adjourn at 8:06 PM, K.Metzger seconded and the motion carried.

Franklintown Borough Council Meeting Minutes November 4, 2020

Council Present: President A.Vasco, R.Blouch, R.Stein, S.Blouch, D.Isenberg, B.Crespo, K.Metzger

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

The meeting was called to order @ 7:00 PM by A.Vasco.

Police Report – Given by Chief Wargo

At 7:07 PM the Public Hearing for Ordinance 294-2020 to establish rules and regulations for the Borough Brush Pile was held. See the attached minutes.

B.Crespo made a motion to enact Ordinance 294-2020 as presented, D.Isenberg seconded, S.Blouch & R.Blouch voted against, A.Vasco, B.Crespo, R.Stein, K.Metzger and D.Isenberg voted for and the motion passed.

Visitors: Laura Woodward of 2 N. Church St.

Public Comment:

R. Blouch made a motion to accept the October 7, 2020 meeting minutes as presented, D.Isenberg seconded and the motion carried.

Building Permits: None

Fire Report: The September report was reviewed. The Intergovernmental agreement from Dillsburg for the Fire Company Worker's Comp Insurance was explained by Z. Rice. Resolution 2020-9 to adopt it was presented. The term of the agreement was for 1 year ending in October 2021. R.Stein made a motion to adopt Resolution 2020-9, B.Crespo seconded and the motion carried.

YATB/TCC Report: R.Stein advised he was unable to report as he hasn't been able to attend the meetings due to Covid-19. The Memo from YATB regarding the reduced distributions for October 2020 was reviewed.

EMS Report: The September calls were reviewed. The new merger date is supposed to be December 1, 2020.

Engineer Report: P. Brath advised that South Heights is wrapping up, the parking area is in, they will pickup again in the spring to finish the storm water requirements and install splash blocks at the bottom of the down spouts. L.Woodward advised that the stormwater pipes in her yard were still not fixed.

P.Brath advised that himself and K.Kunkle would attend a Block Grant Zoom Workshop on 11/18.

Solicitor Report: Z. Rice advised that the letter to Ruelius was sent 10/13/20 and nothing had been heard to date. He advised of some options Council has and that we should revisit at the next meeting.

Water Authority: Given by R. Blouch

Street Commission: Street sign memo was reviewed. Council unanimously agreed to add the Franklintown Borough Signs and peddling/soliciting signs to all 4 ends of town, to remove the Borough Line sign and not replace, to add Children at Play signs to West Ave. between South St. & Firehouse St., to add 4 school bus stop signs along 194/Baltimore St. and to reposition the 3<sup>rd</sup> Jake Brake sign to W. Cabin Hollow to have 3 of the 4 ends of town covered. The Mayor advised K.Kunkle to purchase stainless steel nuts and bolts.

Treasurer's Report: Given by K. Kunkle

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

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

Council Committees:

Budget: The 2021 Budgets for the General Fund, Sanitation Fund, Park & Rec Fund and the Highway Aid fund were presented. R.Stein made a motion to advertise the Budgets as presented, S.Blouch seconded and the motion carried.

Park & Rec:

Correspondence: The resignation of Dave Detinburn for the Zoning Hearing Board Committee was discussed. S.Blouch made a motion to accept the resignation, D.Isenberg seconded and the motion carried. K.Metzger made a motion to appoint Christine Fritz to the zoning hearing board for the remainder of Mr. Detinburn's term, R.Blouch seconded and the motion carried.

A form from York County 911 to designate individuals to approve Fire/EMS box changes was discussed. S.Blouch and R. Blouch agreed to be the designated signers for both Fire and EMS, council unanimously agreed.

The annual agreement from York County SPCA was discussed. Council unanimously agreed to opt out.

The annual State Unemployment Insurance Option was discussed. Council unanimously agreed to opt out.

Old Business: The Cares Act Grant Money was received. The Kirbtech laptop proposal requested for the Grant Act application was presented. The Email issue with the Comcast storage being at it's max and our inability to delete more due to the Right to Know act was discussed. Council unanimously agreed to go with the Office 365 option to solve the email issue. D.Isenberg made a motion to accept the Kirbtech laptop proposal, B.Crespo seconded; R.Stein voted against, S.Blouch, R.Blouch, D.Isenberg, B.Crespo, A.Vasco and K.Metzger voted for and the motion carried.

Firehouse & West Ave correction estimate was discussed. K.Kunkle was instructed to check with York County Paving again.

Trash items were discussed. Council unanimously agreed to add an account transfer fee of \$25.00 for trash accounts for 2021. The billing options for water fall billing with the Water was discussed. Council decided to table this for the next meeting.

The 2021 Secretary/Treasurer Salary & Vacation Memo was discussed. B.Crespo made a motion increase the Secretary/Treasurer's salary to \$33,000.00 for 2021, D.Isenberg seconded; R.Stein voted against, S.Blouch, R.Blouch, D.Isenberg, B.Crespo, A.Vasco and K.Metzger voted for and the motion carried.

D.Isenberg made a motion to increase the Secretary/Treasurer's paid time off to 10 days for 2021, K.Metzger seconded; R.Stein voted against, S.Blouch, R.Blouch, D.Isenberg, B.Crespo, A.Vasco and K.Metzger voted for and the motion carried. D.Isenberg advised that Council should look into adopting a set paid time off schedule so there is a set amount of time off based on time with the Borough.

New Business: The 2021 meeting dates and new time were discussed. S.Blouch made a motion to advertise the 2021 meetings, R.Blouch seconded and the motion carried.

Mayor Adams instructed K.Kunkle to send a Thank You card to the Franklinton United Brethren Church for facilitating our elections. He spoke with the Election officials and they were very pleased with the accommodations and hospitality of the new venue.

S. Blouch made a motion to adjourn at 8:20 PM, D. Isenberg seconded and the motion carried.

Franklintown Borough Council Meeting Minutes December 2, 2020

Council Present: President T. Vasco, R. Blouch, S. Blouch, D. Isenberg, B. Crespo, K. Metzger

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

The meeting was called to order @ 7:00 PM by T. Vasco.

Police Report – Given by Chief Wargo

Visitors: Nathan Pucciarello of 8 N. Church St. Franklintown.

Public Comment: Mr. Pucciarello inquired about the status of the Development and when the HOA will be turned over to the residents. He indicated that according to the HOA documents it should have already been turned over. Borough Engineer, P.Brath, explained the timeline of the Development regarding paving, storm water ponds, down spouts and the HOA. The HOA docs are to be forwarded to the solicitor and a letter is to be sent to the developer regarding turning over the HOA.

D.Isenberg made a motion to accept the November 4, 2020 meeting minutes as presented, R.Blouch seconded and the motion carried.

Building Permits: None

YATB Report: The November Earned Income Tax email was reviewed.

Fire Report: The October Report was reviewed.

EMS Report: There were 3 calls for October. The new merger date is 12/1/20. The contract comparison provided by the solicitor was reviewed. The solicitor emailed the questions to Penn State with no response to date. The solicitor advised that we are still under the old contract until a new one is agreed upon and signed.

NEMA Report: Given by R. Blouch. Raphael resigned and Tim Hildebrand agreed to take over his duties for the time being. Northern York County School District requested assistance with a point of distribution POD for the Covid-19 vaccine.

Engineer Report: Given by P. Brath. The update on South Heights was done with the Public comments. The plantings were approved and installed per the Engineer's approval.

He advised that he is working on the Block Grant and council could decide if they wanted the Engineering to come out of Liquid Fuels which would allow us to use our Engineer or it could be included with the grant which would require it to be bid out and we would have to take the lowest bidder. Council chose to use Liquid Fuels for the engineering. P.Brath to work with the solicitor on a resolution for the January meeting.

Solicitor Report: Given by Z. Rice. Resolutions 2020-10 for the 2021 fees, 2020-11 for the 2021 Real Estate Tax and 2021-12 for the PMRS contributions were presented. It was explained that the 2021 contribution for PMRS had to be increased due to the Secretary/Treasurer's salary being increased to remain in compliance.

R.Blouch made a motion to adopt Resolution 2020-10 for the 2021 fees, K.Metzger seconded, D.Isenberg opposed, Vasco, R. Blouch, S. Blouch, B. Crespo and K. Metzger approved, and the motion was carried.

R.Blouch made a motion to adopt Resolution 2020-11 for the 2021 Real Estate Tax rate, S.Blouch seconded and the motion carried.

S.Blouch made a motion to adopt Resolution 2020-12 for the 2021 PMRS contribution, B.Crespo seconded, and the motion carried.

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The Ruelius property and the van in the site line was discussed. Sec./Treas. to get correspondence regarding van to solicitor to facilitate action regarding the van being moved. Other options for the state of the property and house were discussed.

Water Authority: Given by R. Blouch

Street Commission: Given by D. Isenberg

Treasurer's Report: Given by K. Kunkle

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

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

2021 Budget Committee: The 2021 Budget was discussed. S.Blouc made a motion to approve the 2021 Budget as advertised, B.Crespo seconded, and the motion carried.

Correspondence: PA DEP sent a request for Borough resident mailing addresses to send out a targeted Radon Survey. Secretary/Treasurer advised that she complied. Some members advised they had already received the letters.

Some residents advised that they had been confronted by a hunter while on the Borough Walking Trail. Options were discussed. Secretary/Treasurer was instructed to contact Todd Lyons to mark the Borough land so that the perimeter could be painted per the purple paint law. A No hunting policy is to be posted on the Borough website and Facebook for now.

Fulton Bank sent a notice that paper statement would no longer be mailed starting in 2021 unless requested and a service fee would apply. The council agreed that Secretary/Treasurer could download them from the online access and avoid the additional fee.

Old Business:

Status of the Laptop and email was discussed.

York County Paving provided an estimate to fix West Ave. The solicitor is to write a letter to Recon advising of this and the Borough's request to repair it or the remaining bond will be pulled to do so using the bid.

Billing options were discussed. B.Crespo made a motion to have the solicitor draft a waterfall billing policy, discussion ensued, there was no second and the motion dropped.

A Comcast Franchise agreement committee was discussed. A.Vasco and K.Kunkle are to work with the solicitor as the committee to bring options to council.

New Business:

The Tax collector advised that she will not agree to another reappointment. She would continue through the end of 2021. She is advising of this, so we have the opportunity to prepare and seek someone to be on the ballot for 2021 if possible. Secretary/Treasurer was advised to ask Laura Woodward to see if she would be interested. The solicitor is to prepare for the Secretary/Treasurer to take over if no one is found.

A vacation schedule was presented.

S.Blouch made a motion to adjourn at 8:42 PM, R.Blouch seconded and the motion carried.