

# APPROVED

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## FRANKLIN TOWNSHIP BOARD OF SUPERVISORS MINUTES ORGANIZATIONAL MEETING JANUARY 2, 2018

### **Call to Order:**

Township Mgr. Joan McVaugh, acting as Temporary Chairman, called the January 2, 2018 Board of Supervisors Organizational Meeting to order at 7:02 p.m. Present were supervisors Auerbach, Dea, Morris, Snyder and Torres. Also present was Township Secretary Sharon Norris. There were 5 members of the public in attendance.

The meeting was commenced with the Pledge of Allegiance to the Flag.

### **Organization of the Board:**

1. *Nomination and Election of Chairman:* Mrs. McVaugh called for nominations for the position of Chairman of the Board for 2018. Mr. Snyder nominated Mr. John Auerbach as Chairman of the Board. The nomination was seconded by Mrs. Dea and passed 4-0-1. Mr. Auerbach abstained from the vote. Mrs. McVaugh turned the meeting over to Chairman Auerbach.
2. *Nomination and Election of Vice Chairman:* Mr. Auerbach nominated Mr. Snyder for Vice Chairman, seconded by Mrs. Dea. Mrs. Morris nominated Supervisor Dea. Mrs. Dea declined the nomination. Nomination of Mr. Snyder passed 4-0-1. Mr. Snyder abstained.

**Announcements:** Mr. Auerbach advised that two additional items have been added to the agenda, as follows: 1) a resolution recommending that the Township oppose House Bill 1620 which would amend the Wireless Broadband Collocation Act to provide a state wide preemption of local zoning for wireless facilities. The Pennsylvania Association of Township Supervisors (PSATS), recommended that the Board pass this resolution and provide it to our state legislatures. 2) a signer's resolution designating any two of the 5 Township Supervisors and the Township Manager/Treasurer as authorized signers for Township funds and accounts.

### **Appointments:**

1. Mrs. Morris moved, seconded by Mr. Torres, to appoint the following individuals and firms as officials, Engineers and Consultants for the Township:
  - Joan McVaugh as Township Manager;
  - Joan McVaugh as Township Treasurer;
  - Sharon Norris as Township Secretary;
  - Lamb McErlane as Township Solicitor;
  - LTL Consultants as Township General Engineer and Traffic Engineer;
  - Ragan Engineering as Township General Engineer;
  - AECOM Corporation as Township Sanitary Engineer;
  - LTL Consultants as Township Building Inspector/Zoning Officer and Code Enforcement Officer.

**Discussion:** Mr. Auerbach explained that the addition of Ragan Engineering as Township General Engineer is based on the Township's need to repair/replace the Hess Mill Bridge and Mr. Ragan's relevant experience designing bridges. Mrs. Dea commented on the outstanding job done by Sandi Morgan of AECOM regarding Lexington Point.

Motion passed 5-0.

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2. Mrs. Dea moved, seconded by Mr. Auerbach, to appoint Jim Johnston to a six-year term as Elected Auditor through December 31, 2023.

**Discussion:** Ms. McVaugh explained that the elected auditors do not perform the audit, the Township appoints Barbacane Thornton for that purpose. The only function performed by the elected auditors is to set the salary of a supervisor if employed by the Township. Mr. Auerbach gave the professional backgrounds of the three elected auditors, all of whom could perform an audit if required to do so. These individuals do not receive a salary from the Township.

Motion passed 5-0.

3. Mr. Auerbach moved to make the following appointments:

- Dave Philipp to a 1-year term on the Vacancy Board through December 31, 2018;
- Dave Hoffman and John Gontarz to 4-year terms on the Planning Commission through December 31, 2021;
- Paul Lagasse to a 4-year term as Planning Commission Alternate through December 31, 2019;
- Donna Dea to complete the 4-year term as a Planning Commission Alternate, vacated by Mrs. Schenk, through December 31, 2019;
- Harold Walls to a 1-year term as Emergency Management Coordinator through December 31, 2018.

Motion seconded by Mr. Snyder.

**Discussion:** Susie Harris, resident and member of the public, inquired how residents can become aware of open positions on the various commissions. She recommended that terms of current members should not be extended in order to provide the opportunity for new ideas and concepts and that the process to apply for these positions should be publicized. Chairman Auerbach and members of the Board explained how difficult it has been over the years to get qualified individuals to volunteer. Mrs. McVaugh advised that there is a menu item on the website for volunteers and a list of the current opportunities. She added that residents who are interested in serving in any capacity should consider attending some of the regular monthly public meetings. Many of the current and past members of the Board and the PC attended meetings for many months before expressing interest in becoming involved. Past practice has been to send a letter detailing your interest and qualifications to the Township. Supervisor Dea noted that it's always good to be more inclusive and perhaps the Township can find a way to motivate residents to become involved. Chairman Auerbach provided information regarding the positions of PC Alternate and Emergency Management Coordinator. Mrs. Harris recalled a previous question regarding pipeline safety and Mr. Auerbach informed her that Harold Walls will be scheduled to attend a future public meeting to discuss emergency management procedures regarding pipeline safety. Motion passed 5-0

4. Mr. Snyder moved, seconded by Mr. Torres, to make the following appointments:

- Nan Latimer and Joe Neuman to 5-year terms on the Historical Commission to expire on December 31, 2022.
- Dave Francis to a 3-year term on the Zoning Hearing Board to expire on December 31, 2020.
- Jack Nystrom to a 3-year term as an alternate on the Zoning Hearing Board to expire on December 31, 2020.
- To adopt Resolution 2018-01, setting fees and salaries of Township engineers and consultants. Mr. Snyder amended his motion, deleting approval of Resolution 2018-01. Mr. Torres seconded the amendment. Motion to make 3 appointments passed 5-0.

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5. Mr. Torres moved, seconded by Mr. Snyder, that the Board adopt Resolution 2018-01, setting the fees and salaries of Township engineers and consultants.  
**Discussion:** The fees that were increased from last year were discussed. URS/AECOM has proposed increases for Project Engineer and Senior Planner of approximately 5% and 10% respectively. Although there was no increase last year, the Board expressed concern, especially regarding the senior planner rate. The significant contribution and need for AECOM's continued involvement in the Lexington Point matter was discussed. Chairman Auerbach advised that approving this Resolution does not preclude the Board from further discussion and/or adjustments. Mgr. McVaugh will follow up with AECOM regarding the Board's concerns. The motion passed 4-1 with Supervisor Morris voting Nay.
6. Supervisor Morris moved, seconded by Mrs. Dea to adopt Resolution 2018-02 authorizing the firm of Barbacane Thornton to conduct the 2017 Township Audit.  
**Discussion:** Chairman Auerbach noted that Barbacane Thornton has been auditing the Township for many years without incident. They audit most, if not all, the municipalities in Chester County. He also expressed his appreciation for the job done by Treasurer McVaugh whose record keeping is beyond reproach and was applauded by a principal of Barbacane last year who expressed the desire that all municipalities kept thorough and complete accounting records like Franklin Township. Motion passed 5-0.
7. Supervisor Dea moved, seconded by Mr. Torres, that the Board adopt Resolution 2018-03, authorizing the use of BB&T, Fulton Bank and the Pennsylvania Local Government Investment Trust (PLGIT) as designated financial institutions for Franklin Township.  
Motion passed 5-0.
8. Mr. Auerbach moved, seconded by Mr. Snyder that the Board adopt Resolution 2018-04, a fee resolution outlining the costs involved in doing business within the Township.  
**Discussion:** Mr. Auerbach explained that processing building permits is intended to be revenue neutral – the Township does not make money from issuing building permits. Jeff Vogels, our Zoning Officer, has suggested that some of our fees should be increased because the Township is actually losing money in many cases. He has reviewed our fees and compared them to other townships. After review and consideration, the Board agreed to all of Mr. Vogel's recommendations except under Electrical, Solar Panel, they agreed that an increase from \$150 to \$200, rather than \$250, was more appropriate at this time.  
Mr. Auerbach withdrew his motion and made the following motion: Mr. Auerbach moved that the Board adopt Resolution 2018-04, a fee resolution outlining the costs involved in doing business within the Township with the exception of Solar Panel installation which will be increased to \$200, rather than \$250. Motion was seconded by Mr. Snyder and passed 5-0.
9. Mr. Snyder moved to adopt Resolution 2018-05, opposing House Bill 1620, entitled the Wireless Infrastructure Deployment Bill. Seconded by Supervisor Dea.  
**Discussion:** Chairman Auerbach read a letter from PSATS requesting that the Township sign a Resolution in opposition of House Bill 1620 and he explained the importance of doing so. The Township has an Ordinance for the purpose of controlling the location of these cell towers. Motion passed 5-0.
10. Supervisor Torres, moved, seconded by Mrs. Dea, that the Board adopt Resolution 2018-06, the Signer's Resolution, designating those Township officials who are authorized signers for the Township funds and accounts. Motion passed 5-0.

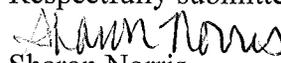
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11. Supervisor Morris moved, that the Board approve for advertising the 2018 Township Meeting Schedule as follows:
- Setting the Board of Supervisors meetings for the 3<sup>rd</sup> Wednesday of each month beginning at 7 p.m. except the September meeting which will be held on September 26<sup>th</sup> and the November meeting which will be held on November 14<sup>th</sup>.
  - Setting the Planning Commission meetings for the 1<sup>st</sup> Thursday of each month beginning at 7 p.m.
  - Setting the Historical Commission meetings for the 1<sup>st</sup> Wednesday of every month as needed beginning at 7 p.m.
  - Setting the HARB meetings for the 1<sup>st</sup> Wednesday of every month as needed immediately following the Historical Commission meeting.
  - Setting the Emergency Management meetings for the 1<sup>st</sup> Monday of each month as needed.
- Seconded by Mr. Auerbach. Motion passed 5-0.
12. Mrs. Dea moved, seconded by Mr. Snyder, to recognize the following 11 dates as official paid holidays for the Township staff and authorize the Township office to be closed on these days:
- January 1 – New Year’s Day
  - January 15 – Martin Luther King Day
  - February 19 – President’s Day
  - March 30 – Good Friday
  - May 28 – Memorial Day
  - July 4 – Independence Day
  - September 3 – Labor Day
  - November 22 and 23 – Thanksgiving Holiday
  - December 24 and 25 – Christmas Holiday.
- Motion passed 5-0.
13. Chairman Auerbach moved, seconded by Supervisor Torres, that the Board authorize the use of the Daily Local News, Chester County Press and the Avon Grove Sun for all legal advertising.  
Motion passed 5-0.
14. Mr. Snyder moved, seconded by Mrs. Dea, that the Board approve the Treasurer’s Bond for 2018 to be set at \$1.5 million. Motion passed 5-0.
15. Supervisor Torres moved, seconded by Mr. Snyder, that any supervisor who attends the PSATS Annual Conference can be designated as the Township’s voting member.  
**Discussion:** Supervisor Morris will attend and Mr. Snyder will attend if his schedule permits.  
Motion passed 5-0.

**Public Comment:** No public comment.

**Adjourn:** The meeting was adjourned at 8:11 p.m.

Respectfully submitted,  
  
Sharon Norris  
Township Secretary