

APPROVED

FRANKLIN TOWNSHIP BOARD OF SUPERVISORS' MINUTES June 15, 2016

Call to Order:

Mr. Auerbach called the meeting to order at 7:10 p.m. Present were Supervisors Dea, Schenk, Torres and Snyder. Also present were HARB & Historical Commission Chairman Paul Lagasse, Manager/Treasurer Joan McVaugh and Secretary Sharon Norris. Planning Commission member Brent Van Lith was present on behalf of the Planning Commission.

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

Public Comment: There was no public comment.

Approval of Minutes:

- a. *BOS Minutes of May 18, 2016:* Mr. Auerbach moved, seconded by Mrs. Dea, that the Board approve the May 18, 2016, v2 Minutes, as presented by the Township Secretary. Motion passed 5-0.
- b. *Disposition of Records – Resolution 2016-17:* Mr. Auerbach moved, seconded by Mr. Torres, that the Board approve Resolution 2016-17 regarding the Disposition of Records for the Board of Supervisors' meeting of May 18, 2016 and the Planning Commission Meeting of May 5, 2016. Motion passed 5-0.

Reports:

- a. *Treasurer's Report for May 2016:* Mr. Auerbach moved, seconded by Mrs. Schenk, that the Board approve the May 2016 Treasurer's Report which includes the following disbursements: The General Fund with disbursements and transfers of \$129,089.05; the Park & Recreation Fund with disbursements of \$8,646.73; the Open Space Fund with disbursements of \$7,172.61; the Traffic Impact Fund – East, with disbursements of \$3,651.59; the Capital Reserve Fund with disbursements of \$13,605.25; the Highway Aid Fund with disbursements of \$28,148.99; the Emergency Services Fund with disbursements of \$7,911.97; and the Fire Hydrant Fund with disbursements of \$580.80, leaving a balance in all funds totaling \$1,166,788.32.

Discussion: Mr. Torres inquired when the Reserve Fund would be funded and if the FEMA reimbursement checks had been received for the Creek Road restoration and the January snow storm. Regarding the Reserve Fund, Township Manager McVaugh advised that the budget calls for \$45,000 to be transferred before the end of the year. The FEMA reimbursements have not yet been received, however the Creek Road reimbursement is reflected in the budget. It is expected that the Creek Rd. reimbursement will be in the neighborhood of \$80,000 and the reimbursement for the snow storm will be in the \$45,000 range.

- b. *Zoning Officer's Report May 2016:* Mr. Auerbach reported that during the month of May, 19 new permits were issued and 50 various inspections were performed. Building/zoning fees collected were \$5,029.10; Recreation and Impact fees 0; and \$2,610.00 in miscellaneous fees was collected. Mr. Auerbach read the Zoning Officer's status report on six zoning issues. Two have been resolved and three are moving toward resolution. Regarding 1620 New London Road, there are multiple issues that are being pursued by the Zoning Officer. The

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property is occupied by a tenant, the owner does not reside on the property. The current tenant has been cited by the Township Zoning Officer for improper disposal of oil from the maintenance of lawn-care equipment and has been advised that the practice of allowing oil to be spilled onto the ground must cease immediately. Other issues include having a dual use on a residential property in the SU District. Supervisor Snyder expressed significant concern that the improper disposal of oil must be addressed immediately because of the danger of polluting the on-site well as well as neighboring wells. The Board directed the staff to advise DEP of the situation tomorrow morning and determine what their protocol is in this regard, and the Zoning Officer is to make the resolution of this issue a priority.

The Board also discussed an issue at 1006 Wickerton Road which has just been brought to their attention. It involves relocating a trailer to the backyard of the property. The resident has been notified of the need to do so, but has been unable to find a contractor to move the trailer. The topography of the backyard is also an issue.

Supervisor Dea requested that the Zoning Officer provide an initial start date for each of the on-going zoning issues in future reports.

- c. Planning Commission (PC) Report: Planning Commission member Brent Van Lith reported on the June 2nd Planning Commission Meeting at which the Commission recommended to the Board that they enact Ordinance 2016-06, Brewery as Accessory to Agriculture. Details of the Planning Commission's final review can be found in the approved minutes of the June meeting.
- d. HARB/HC Report: Chairman Lagasse reported on the June 1st meetings of both the HARB and the Historical Commission (HC). Both agendas were very light. The HC reviewed pipeline events, upcoming PennDOT roadwork, training opportunities and discussed plans for their Fall program. They finalized approval of purchasing a HC banner and decided to move forward with a Facebook page. The HARB meeting followed with an even lighter agenda, however it is required that they meet once/quarter. Regarding the Eastern Shore Natural Gas pipeline (ESNG), Mr. Lagasse noted that since ESNG must make a decision on the route of the pipeline before the end of July, and since they are not on FERC's June agenda, ESNG agreed to a notational vote. If that vote fails, ESNG would still want the pipeline project to be heard at a public meeting in July. Mr. Lagasse expressed his opinion that if a 24" pipeline is not installed it could be an issue at a later date. Complete details of the HC and HARB meetings can be found in the approved minutes of those meetings.

Old Business:

- a. Township Office Renovation Update: Mr. Auerbach advised that the drawing which was discussed at the last meeting for the ADA compliant restroom was submitted to LTL for review and the engineer advised of some additional requirements necessary for ADA compliance. Because of space issues, construction on the restroom cannot begin until the manager's desk is relocated. Mr. Auerbach has issued a revised list of project objectives which changes the sequence of the renovations as follows: #1- soundproof and rework the back office and relocate the manager's office; #2 - renovate the restroom to make it ADA compliant; and, #3 - repair the deteriorated wall in the back storage room. Mr. Auerbach will develop a written scope of work for these three projects. The staff is looking into what can be moved out of the back storage area to free up work space to repair the wall. Options being

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considered for temporary storage include moving some of the material to buildings at Crossan Park and obtaining a POD or mobile mini storage container for some of the files while the back room is being renovated. This discussion will continue at next month's Board meeting.

- b. *Municipal Complex LTL Site Plan*: The Board's goal is to make the view of the municipal site more attractive for those driving up Appleton Road and/or visiting the Post Office. Using the LTL plan as a guide, Supervisors Torres and Auerbach spent some time walking the site and considering other options. As a result, Mr. Auerbach created a rough sketch embodying their ideas for the Board's review and discussion. Some of the changes suggested by the new plan involve making the contractor's entrance to the "gravel lot" a straight shot from Appleton Road, avoiding the left turn which leads to the municipal office building; the gravel lot would have landscape buffering along the driveway side and a cement block retaining wall with buffering on the back side of the lot; the gravel lot could be extended, if necessary, to the area behind the salt shed – Mr. Auerbach will discuss the size requirement of that area with the contractor; the recycle bins and the corn bin would be relocated to the area behind the Post Office with landscape buffering between the recycle area and the Post Office; the stormwater retention basin would be beyond the recycle area; the Ford Farm parking lot would be extended to the south with buffering between it and the adjacent property, and additional buffering extending down to the turn. Some of the issues that Mr. Auerbach brought to the Board's attention are the need to determine the size of the retention basin and how to install the underground pipe that runs the length of the site in such a manner that it would not have to be disturbed as the project progresses. LTL will do these calculations and design. Regarding the buffering, decisions need to be made regarding what type buffering to use, where it should be placed to obtain the screening goals and, if landscape buffering is required, what species of trees/bushes would be best. The need to maintain adequate turning area for trucks and equipment must be considered when installing the buffering. Also, what species of landscape buffers could be installed early to allow for some growth and in what areas so they would not be disturbed as the project goes forward. Mrs. Schenk strongly recommends avoiding arbor vitae and Leland Cyprus for buffers and cautions to be aware of trees, etc., that may be toxic to horses and cows. Mr. Auerbach mentioned getting advice from Dave Connor, a supervisor at London Grove, who is in the landscaping business. Mr. Auerbach will do another upgrade to the design for discussion at next month's meeting.

New Business:

- a. *Ordinance 2016-06 Brewery as Accessory to Agriculture*: Mr. Auerbach advised that, after 3 months of developing the ordinance, the Planning Commission has recommended that the Board enact it. Tonight's action would involve authorizing the Solicitor to advertise it for public review for 30 days, making it possible to be enacted at the July 20 Board of Supervisors' meeting at a public hearing. The Board discussed the obvious need for diligence on the part of the proprietors and staff of such an establishment to avoid a customer becoming intoxicated and driving an automobile or otherwise disturbing the peace. Mr. Auerbach moved, seconded by Mrs. Schenk, that the Board of Supervisors authorize the Solicitor to advertise Ordinance 2016-06, for enactment at the July 20, 2016 Board of Supervisors meeting, amending the Zoning ordinance, Chapter 27, Section 1718 to add a Brewery Use as a Use Permitted Accessory to Agriculture by Conditional Use. The motion passed 5-0.

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- b. Zoning Discussion – Accessory Dwellings in AR District: This issue was previously discussed as a result of a request from a prospective buyer of a 19.3 acre parcel on 841 who wanted to build an additional house on the property that already had an existing house and other buildings. The Zoning Officer interpreted the Township Zoning Ordinance for the AR District to allow this use but felt that the ordinance is somewhat vague and suggested that the Township consider revising the ordinance to clearly state what is permitted. With that in mind, Mr. Auerbach suggested revising the ordinance to allow one additional house on certain parcels to be permitted by Conditional Use (CU). The conditions he proposed included that the property be capable of being subdivided and each residence must have a separate driveway. Supervisor Schenk would prefer not to make CU a requirement. She feels it's too expensive and time consuming and represents a considerable risk to the applicant. Supervisor Torres suggested a process that would include getting a sense of the Board regarding the potential result prior to filing the application. It became obvious that more discussion is required. The Board will consider the issues and the subject will be discussed again at the July Board meeting.
- c. Memberships in Township-related Professional Organizations: This discussion was in regard to the pros and cons of continuing membership in various Township-related professional organizations and how these memberships affect the Board's ability to provide the core services to residents for which the Board is responsible. The core services include road maintenance, traffic safety and emergency services. This activity is just the first step in Mr. Auerbach's overall goal which is to review and reduce, if possible, the fixed costs related to providing the core services. His intent is to have each of the supervisors review a section of the budget and to score the budget items as to their importance to providing these services. He intends to look at surrounding townships that have similar characteristics as Franklin, e.g. London Britain, New London, London Grove and Penn, and compare their administrative functions, hours of operation, etc., to Franklin's. His long-term goal is to develop a five-year economic projection and to determine whether what the Township is doing is sustainable in the long term. As for the professional memberships, no decisions were made, however Mrs. Schenk spoke favorably of the benefits of belonging to PSATS, stating that it is the Township's voice in Harrisburg and has been the source of valuable information that the Township would not have access to otherwise.

Public Comment: There was no public comment.

Adjourn: The meeting was adjourned at 8:59 p.m.

Respectfully submitted,
Sharon Norris

Sharon Norris
Township Secretary

BOS Mtg. 06.15.16.v.2.ER