

**FRANKLIN TOWNSHIP  
COMBINATION MEETING REORGANIZATION/WORKSHOP MEETING  
BOARD OF SUPERVISORS MINUTES  
JANUARY 7, 2008**

**Call to Order:**

On motion by Mr. Hughes, seconded by Mr. Overton, the Board approved the appointment of Mr. Whipple to serve as temporary chairman. Motion carried by a vote of 5-0. Present at the meeting were Supervisors Norman Hughes, Nan Latimer, Paul Overton, Richard Whipple and Roger Wilson. Also present were Solicitor Vince Donohue; Eric Brindle, Chairman of the Planning Commission; Jeff Eastburn, Asst. Township Manager; and Stephen Ross, Interim Township Manager. There were seven members of the public in attendance.

**Organization of the Board:**

Mr. Whipple called for nominations for Chairman. Mr. Hughes moved to nominate Mr. Whipple as Chairman. Mr. Hughes moved to close nominations for Chairman, seconded by Ms. Latimer. Motion to approve Mr. Whipple as Chairman of the Board of Supervisors for 2008 carried by a vote of 5-0.

Mr. Whipple called for nominations for Vice Chairman. Mr. Whipple moved to nominate Mr. Overton as Vice Chairman. Mr. Hughes moved to close nominations for Vice Chairman, seconded by Ms. Latimer. Motion to approve Mr. Overton as Vice Chairman of the Board of Supervisors for 2008 carried by a vote of 5-0.

**Public Comment:** Mrs. Hughes took a picture of the full Board.

**Reappointments:**

Mr. Whipple moved to appoint Stephen J. Ross as Secretary for the Township for 2008, seconded Mr. Wilson. Motion carried by a vote of 5-0.

Mr. Whipple moved to appoint Joan McVaugh as Township Treasurer for 2008, seconded by Ms. Latimer. Motion carried by a vote of 5-0.

Mr. Whipple moved to appoint Lamb McErlane as Solicitor for the Township for 2008, seconded by Mr. Hughes. Motion carried by a vote of 5-0.

On motion by Mr. Whipple, seconded by Mr. Hughes, the following firms were appointed Engineers for Franklin Township:

- LTL as General Engineer
- Surender Kohli as General Engineer
- Tetrahedron Consultants, Inc as Hydrogeologist.

**APPROVED**

- McCormick Taylor as Traffic Engineer.
- Thomas Comitta and Associates as Planner
- Brandywine Conservancy as Planner

Motion carried by a vote of 5-0.

Mr. Whipple moved to appoint URS as Sanitary Engineer for 2008, seconded by Mr. Hughes. Mr. Wilson commented on the 8% and 14% increase in rates for two URS engineers. Mr. Ross indicated that he would obtain clarification on the increase and report back to the Board. Mr. Overton commented that the total rate per hour for URS employees wasn't much different from the other engineering firms. Motion carried by a vote of 4-1 with Mr. Wilson voting No.

A short recess was taken while Mrs. Carla Lucas took a picture of Ms. Latimer and Mr. Overton for the newsletter.

Mr. Whipple moved, seconded by Mr. Hughes, to appoint the firm of LTL as Building Inspector/Zoning Officer. Motion carried by a vote of 5-0.

Mr. Whipple moved, seconded by Mr. Hughes, to appoint the CPA firm of Barbacane Thornton as the Auditors of Franklin Township for the year 2008. Motion carried by a vote of 5-0.

Mr. Whipple moved, seconded by Mr. Hughes, to appoint Ms. Teddy Price as the Chairman of the Vacancy Board with a term to expire on December 31, 2008. Motion carried by a vote of 5-0.

On motion by Mr. Whipple, seconded by Mr. Hughes, Mr. Bill Finch was appointed to serve a three year term as member of the Zoning Hearing Board with his term to expire on December 31, 2010. Motion carried by a vote of 5-0.

On motion by Mr. Whipple, seconded by Mr. Hughes, Mr. Eric Brindle was appointed to serve a four year term as a member of the Planning Commission with the term to expire on December 31, 2011. Motion carried by a vote of 5-0.

On motion by Mr. Whipple, seconded by Mr. Hughes, Mr. Ralph Olivier was appointed to serve a five year term on the Historical Architectural Review Board with his term to expire on December 31, 2012. Motion carried by a vote of 5-0.

On motion by Mr. Whipple, seconded by Mr. Hughes, the following persons were appointed to serve a five year term on the Historical Commission with the terms to expire on December 31, 2012.

1. Mr. Ralph Olivier
2. Mr. Dave Kidder

3. Mr. Joe Neuman

Motion carried by a vote of 5-0.

On motion by Mr. Whipple, seconded by Mr. Hughes, Mr. Harold Walls was appointed to serve a one-year term as the Emergency Management Coordinator through December 31, 2008. Motion carried by a vote of 5-0.

On motion by Mr. Whipple, seconded by Mr. Hughes, Mr. Bill Finch was appointed to serve a three-year term as a member of the UCC Appeals Board with the term to expire on December 31, 2010. Motion carried by a vote of 5-0.

**Resolutions:**

Resolution 2008-01- Appointment of Auditor: On motion by Mr. Whipple, seconded by Mr. Hughes, the Board approved Resolution 2008-01 appointing Barbacane Thornton, CPA, as Auditor in lieu of the elected auditors, to examine the financial records of Franklin Township. Motion carried by a vote of 5-0.

Mr. Ross advised the Board that by letter dated 12/26/07 from Chester County, he was informed of the names of two individuals who have been elected as auditors for the Township. They will not have an active role as auditors since Barbacane Thornton has been appointed to that position, however, by law these individuals must be officially recognized as elected auditors. Mr. Ross will confirm the validity of their election and their willingness to fill the position and will advertise a public meeting at which their appointments will be approved.

Resolution 2008-02 – Act 170: In order for the Township to receive reimbursement from land use applicants using the services of the Township consultants and Solicitor, it is necessary to approve the rates by resolution in accordance with Act 170. On motion by Mr. Whipple, seconded by Mr. Hughes, Resolution 2008-02, which includes an hourly rate schedule of charges for the Township professionals, is approved. Motion carried by a vote of 4-1 with Mr. Wilson voting No.

Resolution 2008-03 – Fees & Salaries: On motion by Mr. Whipple, seconded by Mr. Hughes, Resolution 2008-03, which sets forth all collection rates, fees, interest, penalties, permits, mileage rates, and park and recreation fees, was approved. Motion carried by a vote of 4-1 with Mr. Wilson voting No.

Resolution 2008-04 – Fire Hydrants Tax: On motion by Mr. Whipple, seconded by Mr. Hughes, Resolution 2008-04, which sets forth the rate of taxation of \$90 for all properties located within 780 feet of a fire hydrant, was approved. Motion carried by a vote of 5-0.

Resolution 2008-05 - Designated Signers: On motion by Mr. Whipple, seconded by Mr. Hughes, Resolution 2008-05, which sets forth the designated board members who are authorized to sign Township checks on funds and accounts was approved. Motion carried by a vote of 5-0.

**Meeting Dates and Holidays in 2008:**

On motion by Mr. Whipple, seconded by Mr. Overton, the 2008 meeting schedule setting Board meetings on the 2<sup>nd</sup> and 3<sup>rd</sup> Wednesday of each month beginning at 7:00 p.m. was approved. The only exception is moving the October 8, 2008 meeting to Tuesday October 7, 2008 to accommodate Yom Kippur. Motion carried by a vote of 5-0.

Mr. Whipple moved, seconded by Mr. Overton, to recognize the following dates as official paid holidays for the Township staff and authorized the Township office to be closed:

- January 1 – New Years Day
- January 21 – Martin Luther King Day
- February 18 – President’s Day
- March 21 – Good Friday
- May 26 – Memorial Day
- July 4 – Independence Day
- September 1 – Labor Day
- November 27 - Thanksgiving Day
- November 28 – Friday after Thanksgiving
- December 25 – Christmas day
- December 26 – Day after Christmas

Motion carried by a vote of 5-0.

**Legal Advertisements and Financial Institutions:**

On motion by Mr. Whipple, seconded by Mr. Hughes, the Board authorized the use of the Daily Local News, Chester County Press and the Avon Grove Sun for all legal advertising based upon the economic advantage of whatever paper can accommodate the required advertisement. Motion carried by a vote of 5-0.

On motion by Mr. Whipple, seconded by Mr. Hughes, the Board authorized the continued use of Peoples Bank of Oxford and the Pennsylvania Local Government Investment Trust (PLGIT) as designated financial institutions for Franklin Township. Motion carried by a vote of 5-0.

**PSATS Spring Conference:**

**APPROVED**

On motion by Mr. Whipple, seconded by Mr. Hughes, the Board designated the following persons to attend the annual conference of the PA. State Association of Townships to be held May 11 to May 14 in Hershey, Pa.:

1. Richard Whipple is the named voting delegate
2. Jeffrey Eastburn

It was made clear that any Supervisor was eligible to attend.

Motion carried by a vote of 5-0.

**Adjourn Organizational Meeting:**

Mr. Wilson moved, seconded by Mr. Hughes, to adjourn the Organizational Meeting at 7:44 p.m. Motion carried by a vote of 5-0.

**Workshop Meeting**

Mr. Whipple called the Workshop Meeting to order at 7:46 p.m.

**Public Comment:** No public comment

**Approval of Minutes:**

*October 17, 2007 Minutes:* Mr. Whipple moved, seconded by Mr. Hughes, to approve the Minutes of October 17, 2007. Motion carried by a vote of 3-0 with Mr. Overton and Ms. Latimer abstaining.

*December 12, 2007 Minutes:* Mr. Whipple moved, seconded by Mr. Wilson, to approve the Minutes of December 12, 2007. Motion carried by a vote of 3-0 with Ms. Latimer and Mr. Overton abstaining.

**Old Business:**

*Roof Replacement:* Mr. Ross advised that it was necessary to change contractors for replacing the Township building roof in December. Mr. Rodriguez was initially awarded the contract at the November 14, 2007 Meeting at a cost of \$9,400. Because of other commitments, Mr. Rodriguez couldn't meet the Township's timeline for commencement of the project. A quote was received from Tim Siple at a cost of \$9,900, which was the next lowest quote received, and he was able to meet the Township's timeline. Mr. Ross requested that the Board approve the change in the contract. Mr. Whipple moved, seconded by Mr. Hughes, to approve the amended contract with Mr. Siple performing the required work on the Township Building at a cost of \$9,900. Motion carried by a vote of 5-0

**New Business:**

**APPROVED**

*HARB Certificate of Appropriateness (COA)*: At the November 20, 2007 meeting of the HARB, the Committee reviewed the application of Mr. and Mrs. Toman, 3317 Appleton Road to replace rotted wood in the window sills throughout the house. On motion by Mr. Whipple, seconded by Mr. Hughes, the COA was approved as presented. Motion carried by a vote of 5-0.

**Public Comment:** No public comment.

**Adjournment:**

Mr. Wilson moved, seconded by Mr. Overton, to adjourn the Workshop Meeting at 7:54 pm. Motion carried by a vote of 5-0.

Respectfully submitted,

Stephen J. Ross  
Township Mgr./Sect.

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