

**FRANKSTOWN TOWNSHIP BOARD OF SUPERVISORS**

**WORKSHOP MEETING**

**January 30, 2024**

**AGENDA**

Call to Order

Pledge of Allegiance

Roll Call

**An Executive Session Meeting was held on January 22, 2024 regarding personnel matters.**

- I. **Urban** – Coventry Court Drainage Ditch.
- II. **1<sup>st</sup> Summit Bank** – Motion needed to add Henry T. Fownes as an authorized signer to bank accounts.  
  
**Motion:** \_\_\_\_\_ **Second:** \_\_\_\_\_
- III. **Personnel Policy & Procedures Manual** – Motion needed to accept the Frankstown Township Personnel Policy and Procedures Manual updated January 1, 2024.  
  
**Motion:** \_\_\_\_\_ **Second:** \_\_\_\_\_
- IV. **Job Descriptions** – Motion needed to accept Job Descriptions for Road Crew Foreman, Assistant Road Crew Foreman, Operator, and General Laborer updated January 30, 2024.  
  
**Motion:** \_\_\_\_\_ **Second:** \_\_\_\_\_
- V. **Resolution #20240130** – Motion needed to adopt a resolution proclaiming April 2024 as “Pennsylvania Safe Digging Month”  
  
**Motion:** \_\_\_\_\_ **Second:** \_\_\_\_\_
- VI. **Subdivision and Land Developments**
  - A. Canoe Creek State Park: No Report
  - B. Capital Telecom: No Report
  - C. Brenner: Motion needed to approve Brenner’s subdivision off of Brush Mountain Rd.  
**Motion:** \_\_\_\_\_ **Second:** \_\_\_\_\_

- D. Stultz Subdivision: Motion needed for approval of Stultz Subdivision off of Davids Drive.

**Motion:** \_\_\_\_\_ **Second:** \_\_\_\_\_

- E. Vern Litzinger: Revised plan received, reviewed and comment letter provided.
- F. DeGol and Gurman Side Lot Addition: An open-ended time extension request was received. Motion needed to approve request.

**Motion:** \_\_\_\_\_ **Second:** \_\_\_\_\_

- G. Solar Farm / Yeager: No Report
- H. D. Holdings, Inc.: No Report
- I. Dreams Go On: No Report
- J. Madey – Catch up DEP planning.
- K. Winsome Properties – Sewer Connection and Subdivision

VII. **Stormwater Complaints from Residents**

VIII. **DEP General Permit No. 11:**

- A. Hollidaysburg Sportsman and Frankstown Sportsman Roads culvert replacements.

IX. **Sylvan Heights Drive Sewer Extension**

- A. Phase 1
  - 1. Easement Agreement for Ward Farm – Meeting January 9, 2024
- B. Phase 2
  - 1. Sewage Planning Submission to DEP
  - 2. Rights of Way
  - 3. NPDES Permit for discharge of runoff during construction.

X. **Frankstown Memorial Park**

- A. Phase 1 Improvements
  - 1. Coordination of the in-kind work with the P. Joseph Lehman contract work.
  - 2. Approve the schedule for the P. Joseph Lehman contract work. Motion needed to accept same.

**Motion:** \_\_\_\_\_ **Second:** \_\_\_\_\_

3. Quote for solar light fixtures as part of the in-kind work

XI. **MS4 – Good Housekeeping Operation & Maintenance Program**

XII. **1534 Frankstown Road – Carnell / Conner zoning & permit**

XIII. **Tax Claim Bureau / Repository Sale** – Motion needed to approve payment of \$410.25 to purchase three properties, from the Blair county Tax Claim Bureau, where the Township was the successful bidder.

A. Map No. 08.00-15B.-059.00-000

B. Map No. 08.00-15B.-019.00-000

C. Map No. 08.00-15B.-034.00-000

**Motion:** \_\_\_\_\_ **Second:** \_\_\_\_\_

XIV. **Reports From Department Heads**

1. Henry T. Fownes, Township Manager

2. Beverly Henderson, Secretary / Treasurer

3. Douglas Miller, Road Crew Foreman

4. Dennis Walls, Sewer Inspector

5. Robbin Grove, Assistant Secretary

6. Jeffrey Muriceak, Solicitor

7. George Henry, Chairman of the Board

8. James Callahan, Vice-Chairman of the Board

9. Kenneth Wertz, Board Member

**Motion to Adjourn:**

**Motion:** \_\_\_\_\_ **Second:** \_\_\_\_\_