

January 3, 2023
Chambersburg, PA 17202
Re-Organization Meeting

The Greene Township Board of Supervisors held their annual Re-Organization Meeting on Tuesday, January 3, 2023 at the Greene Township Municipal Building, 1145 Garver Lane, Chambersburg, PA 17202.

Present:

Todd E. Burns
Travis L. Brookens

Shawn M. Corwell
Lindsay Loney

Visitors: See list

The meeting was called to order at 3:00 pm by current Chairman Todd Burns. The Chairman noted that the meeting was being recorded for accuracy purposes and asked visitors to sign the attendance sheet.

The Chairman opened the floor for public comment; none was offered.

On a motion by Shawn M. Corwell, seconded by Travis L. Brookens, with there being no other nominations, and by a vote of 3-0, Todd E. Burns was elected as Chairman of the Board of Supervisors for the year 2023.

On a motion by Shawn M. Corwell, seconded by Todd E. Burns, with there being no other nominations, and by a vote of 3-0, Travis L. Brookens was elected as Vice Chairman for the year 2023.

On a motion by Shawn M. Corwell, seconded by Travis L. Brookens, with there being no other nominations, and by a vote of 3-0, Todd E. Burns was elected as Roadmaster/Director of Public Works for the year 2023.

On a motion by Todd E. Burns, seconded by Travis L. Brookens, with there being no other nominations, and by a vote of 3-0, the remaining two (2) Board Members, Travis L. Brookens and Shawn M. Corwell, were elected as Assistant Roadmasters/Assistant Directors of Public Works for the year 2023.

On a motion by Travis L. Brookens, seconded by Todd E. Burns, with there being no other nominations, and by a vote of 3-0, Shawn M. Corwell, was elected as Office Administrator for the year 2023.

On a motion by Shawn M. Corwell, seconded by Travis L. Brookens, with there being no other nominations, and by a vote of 3-0, the remaining two (2) Board Members, Todd E. Burns and Travis L. Brookens, were elected as Assistant Office Administrators for the year 2023.

On a motion by Shawn M. Corwell, seconded by Todd E. Burns, with there being no other nominations, and by a vote of 3-0, Travis L. Brookens was elected as Director of Parks and Recreation for the year 2023.

On a motion by Travis L. Brookens, seconded by Todd E. Burns, with there being no other nominations, and by a vote of 3-0, the remaining two (2) Board Members, Todd E. Burns and Shawn M. Corwell, were elected as Assistant Directors of Parks and Recreation for the year 2023.

On a motion by Shawn M. Corwell, seconded by Travis L. Brookens, and by a vote of 3-0, the Board unanimously voted that Township Supervisors, Todd E. Burns, Travis L. Brookens, and Shawn M. Corwell, be affirmed as working Township employees for the year 2023.

On a motion by Shawn M. Corwell, seconded by Travis L. Brookens, and by a vote of 3-0, the Board unanimously voted to adopt Township **Resolution No. 1-2023** that in the event of a decision of the Board of Supervisors, the Chairman of the Board is authorized to execute, on behalf of the Board, such documentation as may be appropriate to evidence the decision of the Board.

On a motion by Shawn M. Corwell, seconded by Travis L. Brookens, and by a vote of 3-0, the Board unanimously voted to appoint Lindsay Loney as Township Secretary, Township Treasurer, Assistant Administrative Assistant and Gina Griffith as Administrative Assistant, Assistant Township Secretary and Assistant Township Treasurer; all positions for the year 2023; and the bond amount for each position to be set at \$2,000,000.

On a motion by Travis L. Brookens, seconded by Shawn M. Corwell, and by a vote of 3-0, the Board unanimously voted to set a bond amount of \$5,000 each for the following positions for year 2023: Roadmaster/Director of Public Works and Assistant Roadmasters/Assistant Directors of Public Works; Office Administrator/Assistant Office Administrator; and Director of Parks and Recreation and Assistant Directors of Parks and Recreation.

On a motion by Shawn M. Corwell, seconded by Travis L. Brookens, and by a vote of 3-0, the Board unanimously voted to appoint the following financial institutions to hold deposits and/or investments for the Township for the year 2023: Orrstown Bank, John Hancock, Wells Fargo Advisors and PLGIT.

On a motion by Shawn M. Corwell, seconded by Travis L. Brookens, and by a vote of 3-0, the Board unanimously voted to require a pledge of security from any financial institution holding deposits, investments, Certificates of Deposit, etc for year 2023.

On a motion by Travis L. Brookens, seconded by Shawn M. Corwell, and by a vote of 3-0, the Board unanimously voted to appoint Kurt Williams (Salzmann-Hughes, PC) as Township Solicitor for the year 2023 and to appoint Tyler Beaston (Salzmann-Hughes, PC) as Solicitor to the Township Planning Commission for the year 2023.

On a motion by Shawn M. Corwell, seconded by Travis L. Brookens, and by a vote of 3-0, the Board unanimously voted to re-appoint Vincent Elbel as Township Sewage Enforcement Officer for year 2023.

On a motion by Todd E. Burns, seconded by Travis L. Brookens, and by a vote of 3-0, the Board unanimously voted to appoint the following engineering firms for year 2023: Martin & Martin, Inc., HRG (Herbert Rowland & Grubic), YSM (Yost Strodoski Mears), ECS Limited, Brehm-Lebo Engineering, Inc., Rettew Engineering and Dennis E. Black Engineering.

On a motion by Shawn M. Corwell, seconded by Travis L. Brookens, and by a vote of 3-0, the Board unanimously voted to re-appoint William Green as representative to the Township Vacancy Board for year 2023.

On a motion by Shawn M. Corwell, seconded by Travis L. Brookens, and by a vote of 3-0, the Board unanimously voted to re-appoint William Greene to the Township Planning Commission, term to expire December 31, 2026.

On a motion by Shawn M. Corwell, seconded by Travis L. Brookens, and by a vote of 3-0, the Board unanimously voted to re-appoint Randy Goshorn to the Township Municipal Authority, term to expire December 31, 2027.

The Chairman noted that we recently had a Building Code Appeal and our representative did not attend or respond. He has contacted another individual about serving but has not received an answer yet. He recommended holding the appointment of a new representative for a later meeting. The Board took no action.

On a motion by Travis L. Brookens, seconded by Shawn M. Corwell, and by a vote of 3-0, the Board unanimously voted to adopt Township **Resolution No. 2-2023**, appointing Glenn Watson as a member of the Zoning Hearing Board, term to expire December 31, 2025.

On a motion by Shawn M. Corwell, seconded by Travis L. Brookens, and by a vote of 3-0, the Board unanimously voted to re-appoint SEK & Company as its independent auditing firm for year 2023.

Supervisor Corwell reported that he did not receive much response from Kevin Myers this past year. However, Kevin just reached out yesterday to notify him that he is leaving the federal government effective the beginning of this year and will have more time to devote to emergency services. Supervisor Corwell recommends keeping him as Deputy for 2023. On a motion by Travis L. Brookens, seconded by Todd E. Burns, and by a vote of 3-0, the Board unanimously voted to appoint Shawn M. Corwell as the Township Emergency Management Coordinator and Mr. Kevin Myers as the Deputy Emergency Management Coordinator for year 2023.

On a motion by Shawn M. Corwell, seconded by Travis L. Brookens, and by a vote of 3-0, the Board unanimously voted to adopt Township **Resolution No. 3-2023** to authorize the Township to procure items through qualified public procurement units.

On a motion by Travis L. Brookens, seconded by Todd E. Burns, and by a vote of 3-0, the Board unanimously voted to adopt Township **Resolution No. 4-2023** appointing Shawn M. Corwell as the *Designation of Agent* for the Township in the event of severe weather reimbursements from federal and/or state agency(ies) for the year 2023.

On a motion by Shawn M. Corwell, seconded by Travis L. Brookens, and by a vote of 3-0, the Board unanimously voted to adopt Township **Resolution No. 5-2023** establishing the 2023 fee schedule.

On a motion by Shawn M. Corwell, seconded by Travis L. Brookens, and by a vote of 3-0, the Board unanimously voted to designate the Supervisors Regular Meetings be held the second and fourth Tuesday of each month and authorized the meetings to be advertised as such. The second Tuesday meeting will be held at 7:00 pm, Eastern Prevailing Time, and the fourth Tuesday meeting will be held at noon, Eastern Prevailing Time. The location will be the Greene Township Municipal Office Building, 1145 Garver Lane, Chambersburg, PA 17202. Work sessions will be advertised and held as needed.

On a motion by Shawn M. Corwell, seconded by Todd E. Burns, and by a vote of 3-0, the Board unanimously voted to appoint Travis L. Brookens as the Township representative to the Letterkenny Army Depot Restoration Advisory Board for the year 2023.

On a motion by Travis L. Brookens, seconded by Todd E. Burns, and by a vote of 3-0, the Board unanimously voted to appoint Shawn M. Corwell to the Regional Ambulance Committee with the two remaining Board Members serving as alternates for the year 2023.

On a motion by Shawn M. Corwell, seconded by Todd E. Burns, and by a vote of 3-0, the Board unanimously voted to appoint Travis L. Brookens to serve as representative on the Council of Governments with the two remaining Board Members serving as alternates for the year 2023.

On a motion by Todd E. Burns, seconded by Travis L. Brookens, and by a vote of 3-0, the Board unanimously voted to appoint Shawn M. Corwell as representative to the Franklin County Emergency Services Alliance with the two remaining Board Members serving as alternates for the year 2023.

On a motion by Shawn M. Corwell, seconded by Travis L. Brookens, and by a vote of 3-0, the Board unanimously voted to appoint Todd E. Burns as representative to the Franklin County Tax Collection Committee with the two remaining Board Members serving as alternates for the year 2023.

On a motion by Shawn M. Corwell, seconded by Travis L. Brookens, and by a vote of 3-0, the Board unanimously voted to appoint Todd E. Burns as the Township's representative to the Franklin County Area Tax Bureau with the two remaining Board Members serving as alternates for the year 2023.

On a motion by Shawn M. Corwell, seconded by Travis L. Brookens, and by a vote of 3-0, the Board unanimously voted to approve equipment rental charges for year 2023.

On a motion by Shawn M. Corwell, seconded by Travis L. Brookens, and by a vote of 3-0, the Board unanimously voted to adopt Township **Resolution No. 6-2023** authorizing the Township Treasurer to pay invoices due between meetings with either Chairman or Board member approval during the year 2023.

On a motion by Shawn M. Corwell, seconded by Travis L. Brookens, and by a vote of 3-0, the Board unanimously voted to authorize the Roadmaster/Director of Public Works, Assistant Roadmasters/Assistant Directors of Public Works, Office Administrator, Assistant Office Administrators, Director of Parks and Recreation, or Assistant Directors of Parks and Recreation, the maximum expenditure of \$5,000 without full Board approval during the year 2023.

On a motion by Shawn M. Corwell, seconded by Travis L. Brookens, and by a vote of 3-0, the Board unanimously voted to certify the following delegates to the State Association Annual Conference to be held in Hershey, PA on April 23-26, 2023: the three Board Members, Greg Lambert (Township Engineer), Lindsay Loney (Township Secretary/Treasurer), and Gina Griffith (Assistant Township Secretary/Treasurer); designate Travis L. Brookens as the Township's voting delegate and Todd E. Burns as alternate voting delegate; and designate the mileage rate at the current IRS mileage rate at the time of the conference.

There being no further business before the Board for the 2023 Re-Organization Meeting, the Chairman adjourned the meeting at approximately 3:37 pm.

Respectfully submitted,

Secretary/Treasurer