

February 27, 2018
 Scotland, PA 17254
 Regular Meeting

The Greene Township Board of Supervisors held their Regular Meeting on Tuesday, February 27, 2018 at the Township Municipal Building, 1145 Garver Lane, Scotland, PA.

Present:

Todd E. Burns
 Travis L. Brookens
 Shawn M. Corwell

Gregory Lambert
 Daniel Bachman
 Diann Weller
 Welton Fischer

Visitors: See list

The Chairman called the Meeting to order at 7:00 P. M. and informed those in attendance the Meeting was being recorded.

The Township Secretary informed the Board that two (2) Sealed Bids were received for *Cold-in-Place Recycled Bituminous Paving*. The bids were opened at this time and presented to the Board for their review. The Chairman noted the bids were quite lengthy and quite involved noting five (5) roads were included in this bid with descriptions of proposed work. He then read aloud each bid submitted as follows:

<u>Bidder's Name</u>	<u>BID TOTAL</u>	Coldspring Rd Sub-total	Brookens Rd Sub-total	Newman Rd Sub-total	Treher Rd Sub-total	Wright Rd Sub-total
Asphalt Paving Systems, Inc.	341,779.00	108,996.05	77,164.00	42,211.00	57,359.20	21,248.75
Recon Construction Services, Inc.	419,159.10	123,262.35	87,264.00	47,736.00	64,866.75	24,030.00

Supervisor Brookens asked the Township Engineer if the bids had been designed so the Board could choose all, some, or none as submitted to which the Engineer responded 'yes, that is correct'. Supervisor Corwell asked the Engineer if he had met with Asphalt Paving regarding the bid prior to their submittal. The Engineer stated he had not but thought they were part of New Enterprise Stone & Lime Company but was not sure and are main competitors to Recon. The Engineer further stated he thought that Asphalt had worked on a project this past summer in the Borough but was not completely sure and would have to check to verify. Following the opening and review of all Sealed Bids received, on a motion by Shawn M. Corwell, seconded by Travis L. Brookens, and by a vote of 3-0, the Board unanimously voted to table the Sealed Bids for 2018 *Cold-in-Place Recycled Bituminous Paving* until the March 13, 2018 Regular Meeting to allow the Board and staff to review the Sealed Bids as received.

The Minutes of the Public Hearing and Regular Meeting held February 13, 2018 shall stand approved as presented and become part of the official record.

The Chairman noted the Township was preparing to perform some road reclamation (paving with blacktop) and it was appropriate time to bid Bituminous Materials; said bid contract would generally occur from June to June; however, last year all bids received were reviewed and the Township eventually rejected all sealed bids received and purchased product(s) from CoStars vendor(s). The Township Engineer stated he had spoken with the PennDOT representative this date regarding various paving projects for this year. The Chairman recommended releasing bid documents now to determine where bid prices are compared to CoStars. Following review and consideration, 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 receipt of sealed bids for *Bituminous Materials* and *Road Paving Equipment Pricing* to be received April 10, 2018, at 1145 Garver Lane, Scotland, PA, no later than 3:00 P.M., prevailing time, then to be opened and read aloud at the Regular Meeting that same date at 7:00 P.M., prevailing time.

The Township Engineer stated that at the December 27, 2017 Supervisor Meeting the Board had authorized the Chairman to sign Amendment B to the Agreement for Engineering Services for the Routes 11/997 Intersection Improvement Project. He stated the necessary paperwork was submitted to PennDOT for signatures but when it went to Central Office in Harrisburg, their new solicitor reviewed the paperwork submitted and although a copy of the (Meeting) Minutes showing the action of the Board had been accepted previously, the Township was informed that was not an actual resolution and required an actual resolution be done and the amendment be re-submitted. Therefore, the Engineer presented Township **Resolution No. 12-2018** regarding the Board's action to authorize the Chairman to sign on behalf of the Supervisors an amendment regarding Routes 11/997 Intersection Improvement Project. 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. 12-2018** as presented.

Supervisor Corwell stated the Township had received correspondence (a copy of which was distributed to each Board Member) from the Franklin County Tax Claim Bureau requesting a letter of consent for the Township to sign off on Lot 102, Mickey Inn Road, due to the property not generating tax revenue and owing back taxes. He stated that no one had bid on the property when placed for sale; County used website to no avail. He further noted that even though the Township does not have (property) tax, it would still need to sign off and allow the County to sell the property. The Chairman asked the Zoning Officer that with the sale of this property, Township regulations would be effective and the new owner would need to be put on notice to which the ZO stated 'yes, they (new owner) have been reminded of this fact'. The Township Solicitor noted this sale is going through a "judicial sale" which has not happened for years. The Chairman recommended that a letter be sent to the new owner informing them of the Township regulations. Following review and consideration, on a motion by Travis L. Brookens, seconded by Shawn M. Corwell, and by a vote of 3-0, the Board unanimously voted to grant the request for letter of consent from the Franklin County Tax Claim Bureau of Lot 102, Mickey Inn, and also notify the new owner of the regulations regarding mobile home services in the Township.

Supervisor Corwell presented a request from Pleasant Hall Volunteer Fire Department for a support letter regarding grant funding towards the purchase of self-contained breathing apparatus. He stated that PH's apparatus are fifteen (15) years old and will expire the end of this year (2018). The Department is submitting a request for grant through FEMA (Federal Emergency Management Agency) in the amount of \$138,000 and is asking the Township to forward a letter of support to FEMA on their behalf. Supervisor Corwell stated that PH does run some first-due in the Township and works with other fire companies. The Chairman asked if other municipalities were being requested to do the same. Supervisor Brookens asked if there was any matching (funds) to this grant and Supervisor Corwell stated 'no, it is a straight grant'. Following review and consideration, on a motion by Travis L. Brookens, seconded by Shawn M. Corwell, and by a vote of 3-0, the Board unanimously voted to grant the request for support letter for Pleasant Hall Volunteer Fire Department regarding grant funding towards the purchase of self-contained breathing apparatus.

Supervisor Corwell presented West End Fire & Rescue's 2017 Fire and EMS Report noting it included the number of calls, manpower status, and a financial report regarding use of the funds from the Township. He stated a copy was not made for each Member due to the length of the Report but if any of the remaining Board Members wished to review they were welcome to do so. He further stated he had reviewed the Report and that WEFR is doing a good job. It was consensus of the Board the West End Fire & Rescue 2017 Fire and EMS Report be accepted and become part of the official record.

Supervisor Corwell stated that each year the Township provides donations to the four (4) fire companies who respond in various first-due areas of the Township and the Township requests documentation of how those donations are spent during the year. The Township has received a report from the Fayetteville Volunteer Fire Department (FVFD) outlining the use of donations released in 2017, therefore, he would recommend the first-half annual donation be forwarded to Fayetteville in the amount of \$27,258. Again, correspondence will be included with the donation requesting a report of how the funds were spent. He stated that Fayetteville is doing a great job; responded to approximately 6,000 calls in 2017. On a motion by Travis L. Brookens, seconded by Shawn M. Corwell, and by a vote of 3-0, the Board unanimously voted to grant release of the first-half donation to the Fayetteville Volunteer Fire Department in the amount of \$27,258.

The Zoning Officer presented a request submitted by Mary Costanza, 1052 Black Gap Road, Fayetteville, to maintain a current residence while a new home was to be constructed; then the former residence would be demolished. The ZO stated the proposed new construction would be a single-family dwelling and was similar to previous requests presented to the Board. He stated his only concern would be the presence of two (2) dwellings on the same lot but the Board had typically granted such a request with the condition that a temporary certificate of occupancy permit would be issued for only a period of six (6) months and during that time the existing dwelling would be demolished and then a permanent certificate of occupancy permit would be issued. The ZO noted the property has public water and sewer and the new home would meet all setback requirements relative to where it is proposed to be placed. The Chairman asked Mrs. Costanza when construction is proposed to begin and Mrs. Costanza stated it will be a modular home from

Schaff's Mobile Homes so it probably would not be until August for everything to be completed. Mrs. Costanza further stated they (she and husband) also own the lot behind their property. The Chairman stated the Board has granted similar requests in the past and that he was not opposed to the request but did pose a question to the Township Solicitor. The Chairman asked the Solicitor that if construction was not completed by August and it would encroach into February and considering weather conditions in the area, if he foresaw any problem to which the Solicitor responded 'no, but the Board could always allow more time if they wished'. Supervisor Brookens asked the Costanzas' if they would be doing the work themselves to which Mrs. Costanza stated they would be doing as much as they could and re-using as much of the existing house as they were able. Supervisor Brookens cautioned that nothing be allowed to blow around to area neighbors. The Chairman also advised that a demolition permit would be required in addition to the land use permit for the new construction. Mrs. Costanza stated they would be contacting the person who demolished another home in their area, that they had done such a good job and came highly recommended. The Chairman noted the importance of the demolition permit basically for the owners that the structure be demolished as soon as possible so there would be no further taxing of two properties. Mrs. Costanza asked the ZO to verify how far the home needed to be placed off the property lines and the ZO explained the setback requirements and placement of the new home. Mrs. Costanza then inquired as to the driveway distance and the ZO stated he would check the subdivision plan and advise the Costanzas. Following review and consideration, on a motion by Shawn M. Corwell, seconded by Travis L. Brookens, and by a vote of 3-0, the Board unanimously voted to grant the request to maintain current residence while new home being constructed; then remove former residence with condition that the Land Use Permit be issued for construction of new dwelling and upon its completion the existing residence be demolished within six (6) months and the applicant would seek a demolition permit to remove the existing structure for Mary Costanza, 1052 Black Gap Road, Fayetteville.

The Zoning Officer presented a 1-lot Final Land Development Plan for Mann Investments; property located along Route 30, Fayetteville; also site of Mann Plumbing; propose addition of storage building 50' x 100' with additional parking and blacktop to be placed; drainage will occur in front of property; zoned HC (Heavy Commercial); Plan was forwarded to the appropriate reviewing agencies. The ZO reviewed the *Approval Checklist*, a copy of which had been provided to each Board Member for their review: Franklin County Planning Commission – reviewed with no comment (10.10.17); no sewer (1.24.18); Sewage Enforcement Officer – N/A; Guilford Water Authority – no comment; Franklin County Conservation District – noted as 'adequate' (12.6.17); Township Planner - previous comments have been addressed (1.26.18); Township Engineer – reviewed and found stormwater basin adequate recommending bond in amount of \$2,500 to be posted for rain garden and pipe in the rear of the property (1.8.18) Greene Township Planning Commission – reviewed and recommended approval subject to any comments from the Township Planner and/or Township Engineer; transportation impact fee required – five (5) new trips at \$1,386 per trip for a total of \$6,930 due at time of Land Use Permit Application process. The ZO stated that previously a sidewalk waiver had been granted by the Board with a note being placed on the Plan to that effect as well as any future sidewalks required also are shown on the Plan. The Chairman inquired as to what the new (transportation impact fee) trips were based on, building size or use? The Engineer stated it was size of the building. The Zoning Officer stated the Applicant had a private firm perform an actual traffic count when appealing for a reduction in the

total impact fee required. It was all based on the square footage and found that it could not meet criteria for any kind of reduction. The Township Solicitor inquired if the study had met the original Township criteria and the Engineer stated 'yes'. The Chairman inquired as to where the traffic count had taken place and the Engineer stated it was at the entrance to the building. The Chairman then inquired as to who performed the traffic count and the Engineer stated that Mann had Byers & Runyon Surveying and was all based on the square footage. Supervisor Brookens inquired if there was anyone present (in the audience) representing this Plan but there was no one. Discussion continued regarding new trips being based on square footage of the building, peak hour traffic, etc. Following further review and consideration, on a motion by Shawn M. Corwell, seconded by Travis L. Brookens, and by a vote of 3-0, the Board unanimously voted to grant approval for the 1-lot Final Land Development Plan, Mann Investments, with conditions: (1) the stormwater bond in the amount of \$2,500 be posted prior to the Plan leaving the (Township) office; and, (2) transportation impact fee in the amount of \$6,930 be posted at the time of the Land Use Permit Application process.

The Chairman noted a current part-time Township employee who has worked for several years and most recently as a snowplow operator and winter maintenance. The Township is looking to add him as full-time status from his current part-time status; no increase in pay rate at this time; will qualify for benefit package the Township offers; required to complete six-month probationary period. Supervisor Corwell stated he has worked with this employee who has been doing a good job and he would definitely concur with the Chairman to move him to full-time status. On a motion by Shawn M. Corwell, seconded by Travis L. Brookens, and by a vote of 3-0, the Board unanimously voted to move current part-time employee, Benjamin Spangler, to full-time with the Township beginning March 1, 2018 with no pay increase at this time.

Supervisor Brookens (and Director of Parks & Recreation) presented consideration of a regular full-time employee for the Township Park noting there had been some change to Park personnel over the fall and winter season. He stated that several persons were interviewed for the position of Park Manager to handle Park maintenance, etc and presented the name of Jordan Gleim for the position noting he was a graduate of Penn State in "Turf Management" and make his effective hire date of February 21, 2018, at the pay rate of \$19.50 per hour. On a motion by Shawn M. Corwell, seconded by Todd E. Burns, and by a vote of 3-0, the Board unanimously voted to hire Jordan Gleim as a regular full-time employee retroactive to February 21, 2018, at the noted pay scale.

The Township Solicitor informed the Board of a one-day Solicitor's seminar being held at the Annual PSATS Conference at a fee of \$175 and has registered to attend. He noted that in the past the fee was split between Greene and Hamilton Townships and asked if the Board would be agreeable to the same procedure. The Solicitor stated the one-day seminar has always been good in updating on various issues. He further noted that he does not invoice for his time to attend; only requesting payment of registration. The Board agreed to the past procedure and the Solicitor should attend the one-day seminar.

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 payment of invoices as follows: Check Numbers 26246 through 26281, three direct deposits, two credit card payments, inclusive, to be paid from the General Fund; Check Numbers 3426 through 3430, one direct deposit, inclusive, to be paid from the Liquid Fuels Fund; and, Check Numbers 2132 and 2133, one direct deposit, inclusive, to be paid from the Electric Light Fund.

There being no further business before the Board for this Meeting, the Chairman adjourned at approximately 7:55 P.M..

Respectfully submitted,

Secretary