

January 13, 2015
Scotland, PA 17254
Regular Meeting

The Greene Township Board of Supervisors met in regular session Tuesday, January 13, 2015 at the Township Municipal Building, 1145 Garver Lane, Scotland, PA, following a Public Hearing to consider vacating a portion of Pine Stump Road (T-613).

Present:

Todd E. Burns

Travis L. Brookens

Shawn M. Corwell

Daniel Bachman

Diann Weller

Welton Fischer

Visitors: See list

The Chairman called the Regular Meeting to order at approximately 7:10 P. M..

The Minutes of the Regular Meeting held December 23, 2014 shall stand approved as presented and become part of the official record.

The Minutes of the Re-Organization Meeting held January 5, 2015 shall stand approved as presented and become part of the official record.

Resident Glenn Shetter inquired as to fire damage to a building on property on Fairview Avenue stating you can see all the debris from (Route) 997; questioned if any fire insurance escrow had been received by the Township for cleanup; debris still lying there and will attract vermin; completely burned and debris still there. Supervisor Brookens stated the purpose of the fire insurance escrow but was interrupted by the Township Solicitor to clarify the full extent of the fire insurance escrow in that it is also for the removal and cleanup of fire debris. The Solicitor stated the State maintains a list so that insurance companies can go to the (web) site on how to contact the Township concerning the submittal of required fire insurance escrow. It was not known the actual size and/or value of the building if it would fall within the requirements for fire insurance escrow to be submitted to the Township. Discussion continued on what type of building had been there, the size of it, etc. The Solicitor stated the Township would need to check into the matter to determine if an escrow was required. Supervisor Brookens stated that it could perhaps be approached more as a solid waste issue and the Solicitor agreed. The Zoning Officer stated the Township would follow up on the inquiry.

The Zoning Officer presented a request from Vince Elbel, Township Sewage Enforcement Officer (SEO) for a sewer tap-in submitted by Ralph Tolbert for property located at US 30 and Main Street, Fayetteville. The ZO noted it involved two (2) edu's for the Ralph Tolbert Subdivision; property located adjacent to Route 30 East Auto Sales; PA DEP requires module to be submitted for 1 edu for each lot; module is in Township possession but subdivision is not going anywhere at this time until DEP approves the module. Supervisor Brookens inquired if owner is still contemplating the use of the property and the ZO stated he had talked with Mr. Tolbert's daughter who commented that the process was taking so long because of various issues that had arisen and wanted to proceed with one plan at present. The ZO stated the issue was between the developer and surveyor and the daughter indicated they will continue moving forward. The ZO noted that if a land development plan

is submitted in the future, there probably would not be more than 1 edu for commercial use and there is still an issue with PA DEP on the matter. 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 adopt Township **Resolution No. 4-2015** for a sewer tap-in for Ralph Tolbert property along US 30 and Main Street Fayetteville as requested by Vince Elbel, Township SEO.

The Zoning Officer presented a request from Vince Elbel, Township Sewage Enforcement Officer (SEO) for additional sewage flows/tap-in for Chambersburg First Church of God, Grandpoint Road, due to a building expansion. The ZO stated the Township had received a planning module for the Church, said property located at the intersection of Kohler and Grandpoint Roads; propose addition of approximately 16,000 square feet on the present church site; on the border line to determine if additional edu's may be needed. The ZO stated the addition will put them over 1 edu and will need to submit a planning module and that a land development plan is being prepared and expect to see it in the future. Supervisor Corwell asked to clarify that when a building expands, an edu is needed and the ZO stated the Sewer Authority bases an edu on their waste on water flows for a 12-month average. The church averages approximately 318 gallons per day currently and the Sewer Authority bases 1 edu at 221 gallons per day so they are slightly over; however, the ZO noted that just because of an addition to a building it does not mean more edu's but if it does occur then the matter needs to be addressed. 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 adopt Township **Resolution No. 5-2015** regarding the request from Vince Elbel, Township Sewage Enforcement Officer for additional sewage flows/tap-in for Chambersburg First Church of God, Grandpoint Road.

The Chairman presented a request to merge the Franklin County Tax Collection Committee (TCC) with Franklin County Wage Tax Bureau (FCWTB). He explained the two entities were created from Act 32 to collect wage tax from all municipalities in Franklin County. Currently there are two Boards which is the Wage Tax which is the actual tax collection agency for the County and TCC is more or less overseer for the Wage Tax Bureau. At the end of 2014, all persons serving both Boards were virtually the same except one. In the end it is a duplication of Boards and a duplication of expenses so it is being requested to merge both Boards into one and the Township is being request to give direction to its representative which way they prefer the merger to occur. Within both Boards there are two separate voting mechanisms; Wage Tax is based on the "one-to-one" ratio, and, TCC is based on a weighted vote which is the way it was set up by Act 32 but when the Bylaws were created, they were diluted and more based on population whereby larger municipalities had more representation and the smaller municipalities had less. So, the Township needed to determine which way they prefer to proceed, one-to-one, merge, or do nothing at all. The Chairman stated that he personally thought it would be more seamless to merge with one-to-one vote with Wage Tax because they hold more employees, more assets, collect taxes, etc. TCC has very minimal assets at about \$2,000 and they could easily return any funds to the respective municipalities, have no employees, etc; it would be much easier to proceed in that

manner. Supervisor Brookens stated he felt it made sense and noted that Chairman Todd Burns has been serving as the Township's representative on both Boards, seems to be a duplication in that most of them are the same members, also involves two meetings instead of one to discuss the same issues; therefore, merging into one bureau makes more sense. Supervisor Corwell agreed with all comments and the one-to-one vote is the way to proceed. The Chairman stated he did not care much for the weighted vote and the current Wage Tax is the lowest in the entire State at under 2%. Following review, discussion, 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 direct the Township representative to vote in favor of merging both the TCC and Wage Tax, eliminating the TCC and weighted vote associated with that, and proceeding with Wage Tax Bureau with a one-to-one vote.

The Chairman presented a proposal from Larson Design Group to complete a traffic study at the Kohler-Grandpoint Roads and proposed Parkwood Drive intersection. He stated there are monies remaining from the original grant received for the project at Exit 17 and also language in the traffic impact guidelines that allows the Township to consider this particular intersection as well. The grant would allow for that study and the Chairman stated it would definitely be something to be reviewed. Supervisor Brookens stated that part of the Parkwood project monies were built into for this intersection and the study would show where the signals need to be placed. He felt the study should be completed now as to the design of Parkwood Drive and keep moving forward, sooner than later. Basically the study is intended to keep the Township on track utilizing the monies within that grant; initially the Township could use that against the match and use traffic impact fees to help pay for the study. Resident Glenn Shetter asked if that would also include impact fees at Kohler and Walker Roads and Supervisor Brookens stated it would be strictly for Kohler & Grandpoint Roads and the new 'leg' of Parkwood Drive. Following review and discussion, on a motion by Travis L. Brookens, seconded by Shawn M. Corwell, and by a vote of 3-0, the Board unanimously voted to approve the proposal from Larson Design Group to complete a traffic study at the Kohler-Grandpoint Roads and proposed Parkwood Drive intersection, as presented.

On behalf of the Township Engineer, the Township Secretary presented a request for refund of remaining plan review escrow received from Jason Rosenberry for a Revision to a Previously Approved Final Subdivision Plan for Wild Flower Acres, Township Project #14-012, in the amount of \$152.50. An original escrow of \$250.00 was submitted; \$97.50 was expended in fees; letter of request was received from Mr. Rosenberry requesting a refund of the remaining escrow of \$152.50; no amount is being retained; Engineer would recommend a full refund of the remaining \$152.50 with the check being made payable to Mr. Rosenberry. 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 for refund of remaining plan review escrow from Jason Rosenberry for a Revision to a Previously Approved Final Subdivision Plan for Wild Flower Acres, Township Project #14-012, in the amount of \$152.50 and the check is to be made payable to Jason Rosenberry.

The Chairman presented and noted the Township had received a "Letter of Amendment" (Amendment A) to *Agreement #089866* regarding the Routes 997/11 Intersection Improvement Project; letter received from Mr. Mike Keiser, District Executive for PennDOT; Board would authorize the Chairman to sign on behalf of the Township. The Amendment is to the contract that would provide a change in terms, thereby increasing costs as shown on Exhibit A, Paragraph 12, for the grant amount from \$350,000 to \$1,433,000. Supervisor Brookens stated this would tap into monies the contractor could work with on the final design and other steps to continue with the project. Supervisor Corwell stated he had spoken with the Township Engineer this date and the Engineer would recommend signing the Amendment as requested. On a motion by Travis L. Brookens, seconded by Shawn M. Corwell, and by a vote of 3-0, the Board unanimously voted to authorize the Chairman to sign the "Letter of Amendment" (Amendment A) to *Agreement #089866* regarding the Routes 997/11 Intersection Improvement Project, as presented.

Supervisor Shawn Corwell presented the Pleasant Hall Volunteer Fire Department Fire Police Incident Reports for 2014 noting it actually contains all Townships but there are a number of calls within Greene Township. The Township relies fairly heavy on Pleasant Hall and they have 6 to 7 Fire Police. Following review and consideration, it was the consensus of the Board the Pleasant Hall Volunteer Fire Department Fire Police Incident Reports for 2014 will be accepted as presented and become part of the official record.

The Zoning Officer presented a request for review time extension from All Land Surveying LLC on behalf of the Ralph Tolbert Subdivision. He stated this is in reference to the Subdivision discussed earlier at this Meeting and the project cannot move forward until PA DEP approves. The current deadline is January 25, 2015; first extension requested; requesting ninety (90) days. 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 for review time extension for the Ralph Tolbert Subdivision for a period of ninety (90) days commencing January 25, 2015.

The Zoning Officer presented and reviewed the Monthly Zoning Office Report (December 2014) noting the one Application to the Zoning Hearing Board is regarding an internal property line between two neighbors; subdivision will create one lot to become larger and another to become smaller; being presented to the Zoning Hearing Board on January 20. Following review and consideration, it was consensus of the Board the Monthly Zoning Office Report (December 2014) shall stand approved as presented and become part of the official record.

The Zoning Officer presented and reviewed the 2014 Annual Zoning Office Report noting the Report also included figures for 2013 and 2012. He stated that commercial and industrial development seems to be holding steadily and is anxious to see what happens with the coming year; there is a twelve-townhome development anticipated in the near future. The Solicitor inquired as to how the sewer permit issue is working and the Zoning Officer stated

to his knowledge that no one is waiting for a tap except perhaps one developer who needs more than what could be allocated; knows of no resident waiting to build home; maybe contractor for 'spec' homes; appears Ordinance is working well and accomplishing what it was intended to do; probably came at a good time considering the economy. Supervisor Brookens noted that it is somewhat encouraging that single-family construction is up since 2013 rather than townhouses; certainly 2014 more encouraging than 2013.

The Zoning Officer presented the Hays Whitsel & Sons, LLC 1-lot Final Land Development Plan needing re-approval for recording purposes. The ZO stated the Plan was approved in September 2014; bond was required at the time in the amount of \$1,800; been in contact with the Township Engineer and the Engineer stated nearly all has been completed and just an inspection is needed; Plan being presented at this Meeting because it just needs re-approval and stamped for recording purposes due to the time had run out. On a motion by Travis L. Brookens, seconded by Shawn M. Corwell, and by a vote of 3-0, the Board unanimously voted to re-approve for recording purposes the Hays Whitsel & Sons, LLC 1-lot Final Land Development Plan with the condition that all previously approved conditions remain in place.

The Chairman noted it was the time of year for employee reviews and consideration of pay increases. There will be no consideration for any further benefits and they will remain the same as they are at present. He stated that pay increases for employees were based on the cost of living and also small incentive for merit raise; increases vary from sixty cents per hour to just under one dollar per hour for respective employees. Supervisor Corwell agreed with the Chairman regarding consideration of pay increases and commented that he feels the Township has a "good batch of employees" and deserve a cost of living in pay raises and to maintain the current benefits. Supervisor Brookens concurred with both Supervisor Corwell and the Chairman and noted the Township had implemented a more formal review process of which employees were informed last year that raises would be based on performance. The Chairman noted the raises were not out of range compared to what has been noted in the paper with other government agencies where the Consumer Price Index has been this year. 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 approve employee pay increases as presented and all benefits for employees will remain the same as 2014 and increases be retroaction to January 1, 2015.

Under "Comments of Township Solicitor" on this Meeting's Agenda, the Township Solicitor addressed the Board and admonished them on the subject of employee evaluations. He stated it is very, very important they are straight forward with them because so often no one wants to say anything 'bad'; can 'jump up and bite you' and proceeded to give an example of previous experience without giving out any confidentiality as to what can occur.

He further cautioned the Board that it was good they were evaluating employee performance but they needed to be sure the evaluations were honest. The Chairman appreciated the Solicitor's comments and noted they were very well taken. He stated the goal of the Board is to be honest with evaluations and were intended to help employees to identify their strengths, are given individually with the employee and also areas where they can improve; reviews have begun with employees and will continue until all have been completed.

On a motion by Travis L. Brookens, seconded by Shawn M. Corwell, and by a vote of 3-0, the Board unanimously voted to approve the payment of invoices as follows: Check Numbers 22331 through 22374, inclusive, and one online pay, to be paid from the General Fund; one online pay to be paid from the Liquid Fuels Fund; and, Check Number 2048 and one online pay, to be paid from the Electric Light Fund.

The Zoning Officer noted the question had come up earlier at the Meeting regarding the threshold whereby fire insurance escrow is required to be submitted and found that it was set at \$7,500. Supervisor Brookens inquired that if a building was valued at less than that amount, it indicated an escrow would not be required. The Solicitor stated if the Township cannot take any action against the insurance company, he suggested the Township could proceed with any further action to the property owner by citing as a possible solid waste issue. The ZO noted the Township may have had one other case similar to this and in that instance, a letter was sent requesting the property owner to clean up the premises.

There being no further business before the Board for this Meeting, the Chairman adjourned at approximately 8:08 P.M..

Respectfully submitted,

Secretary