

January 2, 2018
Scotland, PA 17254
Re-Organization Meeting

The Greene Township Board of Supervisors met Tuesday, January 2, 2018, at 7:00 P.M., to conduct their Annual Re-organization Meeting at the Township Municipal Building, 1145 Garver Lane, Scotland, Pennsylvania.

Present:

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

Diann Weller

Visitors: None present

The meeting was called to order by current Chairman Todd E. Burns.

There was no public present at this Meeting.

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 2018.

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 2018.

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 2018.

On a motion by Todd E. Burns, seconded by Shawn M. Corwell, 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 Roadmaster(s)/Assistant Director(s) of Public Works for the year 2018.

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 2018.

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, the remaining two (2) Board Members, Todd E. Burns and Travis L. Brookens, were elected as Assistant Office Administrators for the year 2018.

On a motion by Todd E. Burns, seconded by Shawn M. Corwell, 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 2018.

On a motion by Travis L. Brookens, seconded by Shawn M. Corwell, 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 Director(s) of Parks and Recreation for the year 2018.

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 2018.

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 Township **Resolution No. 1-2018** 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 re-appoint Diann Weller as Township Secretary for the year 2018.

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-appoint Lindsay Loney as Township Treasurer for the year 2018.

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 Diann Weller as Assistant Township Treasurer for the year 2018.

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 Gina Griffith as Administrative Assistant/Assistant Township Secretary for the year 2018.

On a motion by Shawn M. Corwell, seconded by Travis L. Brookens, and by a vote of 3-0, the Board unanimously voted to recommend bond amounts of \$2,000,000 each for the Township Treasurer and Assistant Treasurer for the year 2018.

On a motion by Shawn M. Corwell, seconded by Travis L. Brookens, 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 2018: Roadmaster/Director of Public Works and Assistant Roadmaster(s)/Assistant Director(s) of Public Works; Office Administrator/Assistant Office Administrator(s); and Director of Parks and Recreation and Assistant Director(s) of Parks and Recreation.

The following financial institutions currently hold deposits for the Township: Orrstown Bank, John Hancock, and, Wells Fargo Advisors. 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 2018: Orrstown Bank, John Hancock, and, Wells Fargo Advisors for the year 2018.

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, and/or for investments, CDs, etc, for year 2018.

On a motion by Travis L. Brookens, seconded by Shawn M. Corwell, and by a vote of 3-0, the Board unanimously voted that Welton Fischer be re-appointed as Township Solicitor and as Solicitor to the Township Planning Commission for the year 2018. Following discussion, on a motion by Todd E. Burns, seconded by Travis L. Brookens, and by a vote of 3-0, the Board unanimously voted to set the fee for the Solicitor to both the Board of Supervisors and to the Township Planning Commission at a rate of \$170 per hour for 2018.

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 2018, with the fees of year 2017 remaining the same in year 2018.

The Board briefly discussed if they should add YSM (yost strodoski mears), Landscape Architect assisting at the Township Park, to the current listing of professional engineering services. 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 engineering firms for year 2018 for professional services: Martin & Martin, Inc., Brehm-Lebo Engineering, Inc., Rettew, Campbell Thomas, HRG (Herbert Rowland & Grubic), Inc., and, YSM (yost, strodoski, mears).

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 William Green as representative to the Township Vacancy Board for year 2018.

Discussion was held regarding appointments to the Township's Planning Commission. The Chairman stated that Dale Eberly, term expired December 31, 2017 for the Planning Commission, had informed the Township he declined being re-appointed to the Planning Commission. Therefore, on a motion by Shawn M. Corwell, seconded by Travis L. Brookens, and by a vote of 3-0, the Board unanimously voted to consider a replacement for Mr. Eberly at the Board's Regular Meeting to be held January 9, 2018. The Board recognized Mr. Eberly for his many years of service on the Township's Planning Commission. Further, 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 current Member Jackson Green to an additional four-year term on the Township Planning Commission, said term to expire December 31, 2021.

The Chairman noted that the terms of Zoning Hearing (ZH) Board Members each need to be a different year which they currently are not and the Board of Supervisors conferred with the Township Solicitor. Therefore, whereas, it is provided in the Greene Township Code, Section 105-54, that Zoning Hearing Board Members are to be appointed for three-year staggered terms but over the years, in the course of appointing (ZH) Members to unexpired terms of departing (ZH) Board Members, it has come that terms of at least two (2) (ZH) Members expire within the same year. This circumstance results in an undesirable lack of (ZH) Board continuity as well as being contrary to Township Code requirements. To re-establish the proper (ZH) Board continuity and in accordance with Township Code Section 105-54, on a motion by Shawn M. Corwell, seconded by Travis L. Brookens, and by a vote of 3-0, the Board (of Supervisors) unanimously voted to appoint Dalton Paul as a Member to the Township ZH Board, said term to expire December 31, 2020; Glenn Watson as a Member to the Township ZH Board, said term to expire December 31, 2019; and, that the original appointment of current ZH Member Dale Forney be retracted from the motion since his term will not expire until December 31, 2018.

The Chairman noted the term for current Township Municipal Authority Member, Robert Glass, expired December 31, 2017. Supervisor Corwell stated that although Mr. Glass has served for a number of years on the Authority's Board, he motioned to appoint Randy Goshorn as Member to the Township Municipal Authority, seconded by Travis L. Brookens, and by a vote of 3-0, the Board unanimously voted to appoint Randy Goshorn to the Township Municipal Authority, said term to expire December 31, 2022.

The Chairman stated the firm of Smith Elliott Kearns & Company, LLC, has been doing a good job for the Township over the years as its independent auditing firm. Supervisors Brookens and Corwell agreed with the Chairman's statement. 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 Smith Elliott Kearns & Company, LLC, as its independent auditing firm for 2018.

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 the Township Emergency Management Coordinator and Mr. Michael Balsley as the Deputy Emergency Management Coordinator, respectively, for 2018.

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. 2-2018** to allow the Township to purchase items (i.e. vehicles, equipment, etc) from State contracts for year 2018.

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. 3-2018** allowing the Township to purchase from COG organizations for year 2018.

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. 4-2018** and appoint 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).

In reviewing the proposed dates for the Board of Supervisors Regular Meetings in 2018 it was noted that if the same schedule were to continue, the second Meeting in December would be on the 25th. 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 second and fourth Tuesday of each month to hold the Supervisors Regular Meetings, at 1145 Garver Lane, Scotland, PA, at 7:00 P.M., prevailing time, with the exception of the December 25 Meeting which shall be changed to December 26 for the year 2018. It was consensus of the Board that any Work Sessions will be scheduled and advertised as needed.

On a motion by Todd E. Burns, seconded by Shawn M. Corwell, 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 with two remaining Board Members serving as Alternates for the year 2018.

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 Shawn M. Corwell to the Regional Ambulance Committee with two remaining Board Members serving as Alternates for the year 2018.

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 Travis L. Brookens to serve as representative on the Council of Governments with two remaining Board Members serving as Alternates for the year 2018.

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 Shawn M. Corwell as representative to the Franklin County Emergency Services Alliance with Travis L. Brookens and Todd E. Burns serving as Alternates for the year 2018.

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 Travis L. Brookens and Shawn M. Corwell serving as Alternates for the year 2018.

On a motion by Shawn M. Corwell, seconded by Travis L. Brookens, and by a vote of 3-0, the Board unanimously voted that Todd E. Burns serve as the Township's representative to the Franklin County Area Tax Bureau with Travis Brookens and Shawn Corwell serving as Alternates for the year 2018.

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 and Gregory Lambert to the Sewer Joint Advisory Committee for year 2018.

The Chairman noted there would be no changes to equipment rental fees for 2018. Supervisor Corwell inquired if the Volvo loader should be added to the list at the same hourly rate as the other loaders currently listed. Following discussion, 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 the Equipment Rental Fees for 2018 as presented with the Volvo loader to be added to the list at a rate of \$90 per hour.

The Board discussed a proposed Township Resolution being presented changing fees for the three (3) previous pavilions plus the one (1) newly constructed pavilion at the Township Park from a set fee (regardless of how long being reserved) to an hourly rate. Supervisor Corwell stated he likes the idea of changing to an hourly rate. Therefore, 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. 5-2018** regarding the proposed new Township Park pavilion rental fees for 2018.

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 Township Treasurer to pay invoices due between meetings with either Chairman or Board Member approval during the year 2018.

On a motion by Todd E. Burns, seconded by Shawn M. Corwell, and by a vote of 3-0, the Board unanimously voted to authorize the Roadmaster/Director of Public Works, Assistant Roadmaster(s)/Assistant Director(s) of Public Works, Office Administrator, Assistant Office Administrator(s), Director of Parks and Recreation, or Assistant Director(s) of Parks and Recreation, the maximum expenditure of \$5,000 without full Board approval during the year 2018.

On a motion by Todd E. Burns, seconded by Shawn M. Corwell, and by a vote of 3-0, the Board unanimously voted to designate Shawn M. Corwell as the Township's voting delegate with two (2) remaining Board Members as alternate voting delegates; designate the mileage rate at the current IRS mileage rate at the time of the Conference; and, designate the three (3) Supervisors along with Gregory Lambert, Lindsay Loney, Diann Weller, and Welton Fischer as delegates to the State Association Annual Conference to be held in Hershey, PA, April 22-25, 2018.

In ensuing discussion the Board combined Items 27 and 28 on this Meeting's Agenda regarding both Fayetteville Volunteer Fire Department's (FVFD) Firefighter Roster and its Special Fire Police Roster for 2018 as received from William Wishard, FVFD Fire Chief. Supervisor Brookens inquired as to the DOBs (date of birth) as noted on their copies to which Supervisor Corwell stated the DOBs are required by the Workman's Compensation insurance carrier. He further noted the additional list of volunteers that do not respond to emergencies is clarification that if they are at a non-emergency event (carnival, etc) the Township's WC does not cover those persons and the FVFD has been informed several times of the non-coverage. The list of active volunteers is for active firefighting activities only. On a motion by Shawn M. Corwell, seconded by Todd E. Burns, and by a vote of 3-0, the Board unanimously voted to acknowledge the Active Roster of Volunteer Firefighters and Special Fire Police Roster for 2018 submitted for Fayetteville Volunteer Fire Department.

Each Board Member received a copy of the proposed Franklin County Emergency Air Unit Company 10 Roster for 2018. Supervisor Corwell stated he could not acknowledge all Members as listed. On a motion by Travis L. Brookens, seconded by Todd E. Burns, and by a vote of 2-1, with Supervisor Corwell opposed, the Franklin County Emergency Air Unit Company 10 Roster for 2018 was acknowledged.

There being no further business before the Board for the 2018 Re-organization Meeting, the Chairman adjourned at approximately 7:59 P.M..

Respectfully submitted,

Secretary