

January 4, 2010
Scotland, PA 17254

The Greene Township Board of Supervisors met Monday, January 4, 2010, at 7:00 P. M., to conduct their Annual Re-organization Meeting at the Township Municipal Building, 1145 Garver Lane, Scotland, Pennsylvania.

Present:

Charles D. Jamison, Jr.
Todd E. Burns
Travis L. Brookens

Diann Weller

The meeting was called to order by Charles D. Jamison, Jr..

The Township Secretary confirmed to the Board the *Certificate of Election* had been received for the in-coming Township Supervisor (Travis L. Brookens), Township Tax Collector (Kathy J. Frazer), Township Auditor (Shawn M. Corwell), and the *Oath of Office* had been administered to each named individual.

On a motion by Todd E. Burns, Charles D. Jamison, Jr. was nominated as Chairman for the year 2010. The motion was seconded by Travis L. Brookens, with no other nominations presented, on a Burns/Brookens motion/second to close said nomination, and by a vote of 3-0, the Board unanimously voted to elect Charles D. Jamison, Jr. as Chairman of the Board of Supervisors for the year 2010.

On a motion by Travis L. Brookens, Todd E. Burns was nominated as Vice Chairman for the year 2010. The motion was seconded by Charles D. Jamison, Jr., with no other nominations presented, on a Brookens/Jamison motion/second to close said nomination, and by a vote of 3-0, the Board unanimously voted to elect Todd E. Burns as Vice Chairman of the Board of Supervisors for the year 2010.

On a motion by Todd E. Burns, Charles D. Jamison, Jr. was nominated as Roadmaster for the year 2010. The motion was seconded by Travis L. Brookens, with no other nominations presented, on a Burns/Brookens motion/second to close said nomination, and by a vote of 3-0, the Board unanimously voted to elect Charles J. Jamison, Jr. as Roadmaster for the year 2010.

On a motion by Charles D. Jamison, Jr., Todd E. Burns and Travis L. Brookens were nominated as Assistant Roadmasters for the year 2010. On a motion by Charles D. Jamison, Jr, and seconded by Todd E. Burns, the nominations for Assistant Roadmaster for the year 2010 were closed, and by a vote of 3-0, the Board unanimously voted that Todd E. Burns and Travis L. Brookens serve as Assistant Roadmasters for the year 2010.

At this time, the Chairman asked that Items 5 on this Meeting's Agenda be presented before Item 4. He noted the job description for *Roadmaster/Director of Public Works*, to be held by a Township Supervisor in the capacity of working Township employee, was in draft form and recommended a few changes to finalize in final form. Vice Chairman Burns asked that all other job descriptions also be included (i.e. person taking care of Park, etc). The Chairman noted the work of the Roadmaster is too much for one person to perform with so many services being offered, etc. On a motion by Todd E. Burns, seconded by Travis L. Brookens, and by a vote of 3-0, the Board unanimously voted the conceptual job descriptions be accepted at this meeting and will be finalized at the Regular Meeting to be held January 12, 2010.

On a motion by Charles D. Jamison, Jr., seconded by Todd E. Burns, and by a vote of 3-0, the Board unanimously voted that all three (3) Township Supervisors be appointed as working Township employees for the year 2010 and there will be specific appointments for those Board Members at the January 12, 2010 Meeting.

On a motion by Todd E. Burns, seconded by Travis L. Brookens, and by a vote of 3-0, the Board unanimously voted to approve Township **Resolution No. 1-2010** 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 Todd E. Burns, seconded by Travis L. Brookens, and by a vote of 3-0, the Board unanimously voted to re-appoint Diann Weller as Township Secretary/Treasurer for the year 2010, Gina Griffith as Assistant Secretary/Treasurer, and Cyndi Schriver as Administrative Assistant. On a motion by Todd E. Burns, seconded by Travis L. Brookens, and by a vote of 3-0, the Board unanimously voted to approve the following bond amounts: Roadmaster and Assistant Roadmasters at \$4,000 each; and, Secretary/Treasurer, Assistant Secretary/Treasurer, and Administrative Assistant at \$500,000 each; all bonds valid for year 2010.

On a motion by Todd E. Burns, seconded by Travis L. Brookens, and by a vote of 3-0, the Board unanimously voted that Sovereign Bank, Merrill Lynch, Susquehanna Bank, Citizens Bank, Orrstown Bank, and any other institution that competes be appointed for holding deposits for year 2010.

On a motion by Todd E. Burns, seconded by Travis L. Brookens, and by a vote of 3-0, the Board unanimously voted to authorize that all financial institutions holding Township funds are required to provide a pledge of security for financial investment, certificates of deposits, etc of no loss of funds.

On a motion by Todd E. Burns, seconded by Travis L. Brookens, and by a vote of 3-0, the Board unanimously voted to re-appoint Welton J. Fischer as the Township Solicitor for the year 2009.

On a motion by Todd E. Burns, seconded by Travis L. Brookens, and by a vote of 3-0, the Board unanimously voted the Solicitor for the Township Zoning Hearing Board for 2010 be Samuel Wisner and Assistant Solicitor be Melissa Dively for 2010.

On a motion by Todd E. Burns, seconded by Travis L. Brookens, and by a vote of 3-0, the Board unanimously voted to re-appoint Vincent Elbel as the Township's Sewage Enforcement Officer for the year 2010 and the Township will continue practice of medical insurance the State does not reimburse.

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 Brehm-Lebo Engineering, Inc. and Trans Associates as "backup" engineering firms for the year 2010.

On a motion by Todd E. Burns, seconded by Travis L. Brookens, and by a vote of 3-0, the Board unanimously voted to re-appoint Thomas Diehl to the Township Vacancy Board for the year 2010.

On a motion by Travis L. Brookens, seconded by Todd E. Burns, and by a vote of 3-0, the Board unanimously voted to re-appoint Thomas Diehl and Dale Eberly each for an additional four-year term on the Township Planning Commission commencing January 1, 2010.

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 William Naugle to an additional three-year term on the Township Zoning Hearing Board commencing January 1, 2010. Also discussed at this time were the appointments of Alternates to the Zoning Hearing Board. The Chairman suggested moving one current Regular Member to Alternate Member and one current Alternate Member to Regular Member. Discussion ensued regarding this suggestion and Vice Chairman Burns recommended the Township keep one (1) Alternate at this time and continue the search for additional Alternates. 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 that Dalton Paul be promoted from Alternate Member to Regular Board Member to serve the unexpired term of A. Lee Kyler and Mr. Kyler be appointed as Alternate Member and also search for other Alternates for the Township Zoning Hearing Board.

On a motion by Todd E. Burns, seconded by Travis L. Brookens, and by a vote of 3-0, the Board unanimously voted to re-appoint Steven L. Coldsmith to the Greene Township Municipal Authority Board for a full five-year term, said term to expire December 31, 2014. The Board of Supervisors noted that Mr. Coldsmith has done an excellent job with his past service on the Municipal Authority Board.

On a motion by Travis L. Brookens, seconded by Todd E. Burns, and by a vote of 3-0, the Board unanimously voted to re-appoint the firm of Smith Elliott Kearns & Company, LLC, Chambersburg, as the Township's independent auditing firm for year 2010.

On a motion by Todd E. Burns, seconded by Travis L. Brookens, and by a vote of 3-0, the Board unanimously voted to approve Township **Resolution No. 2-2010** to purchase off State Contracts in 2010.

On a motion by Todd E. Burns, seconded by Travis L. Brookens, and by a vote of 3-0, the Board unanimously voted to approve Township **Resolution No. 3-2010** to purchase from the City of Harrisburg PACC Contract, Westmoreland COG, or any other PACC Contract in 2010.

On a motion by Todd E. Burns, seconded by Travis L. Brookens, and by a vote of 3-0, the Board unanimously voted the dates, time and place for holding the Supervisors Regular Meetings and work sessions for 2010 shall be as follows: Supervisors Meeting – second and fourth Tuesday each month at 7:00 P.M., prevailing time, at 1145 Garver Lane, Scotland, PA; work sessions – second and fourth Wednesday at 3:00 P.M., prevailing time, on as-need basis, at 1145 Garver Lane, Scotland, PA. (**Note:** Refer to end of these Minutes regarding this item.)

On a motion by Charles D. Jamison, Jr., seconded by Todd E. Burns, and by a vote of 3-0, the Board unanimously voted to appoint Travis L. Brookens to the Letterkenny Army Depot Restoration Advisory Board, with the remaining Supervisors to act as Alternates, as available, for the year 2010.

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 Charles D. Jamison, Jr., to the Regional Ambulance Committee, with the remaining Supervisors to act as Alternates, as available, for the year 2010.

On a motion by Charles D. Jamison, Jr., seconded by Travis L. Brookens, and by a vote of 3-0, the Board unanimously voted to appoint Todd E. Burns to serve as representative on the Council of Governments, with the remaining Supervisors to act as Alternates, as available, for the year 2010.

Discussion ensued as to what the Transportation Advisory Board was with Visitor Glenn Shetter stating the (Franklin County) COG had a separate group (during his election/appointment as Township Supervisor/Representative to the COG). It was noted no meetings had been held requiring any attendance in the past, therefore, it was consensus of the Board that no appointment be made at this time and an appointment would be made at a later date if needed.

The Board discussed the current members of the Township Recreation Committee noting that Mr. Phil Fiskett is moving from the area so a replacement would be needed. 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 the Township Recreation Committee would comprise of the following: three (3) sitting Greene Township Board of Supervisors, Township Zoning Officer, Township Planning Commission Members, representatives from all community associations, and Randy Cox.

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 Charles D. Jamison, Jr., as representative to the Franklin County Emergency Service Alliance, with the remaining Supervisors to act as Alternates, as available, for the year 2010.

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 Charles D. Jamison, Jr. to the newly formed Franklin County EIT Committee, with the remaining Supervisors to act as Alternates, as available, for the year 2010.

On a motion by Todd E. Burns, seconded by Travis L. Brookens, and by a vote of 3-0, the Board unanimously voted the establishment of services fees for both the Township Engineer and Township Planner will be addressed at the January 12, 2010 Meeting.

On a motion by Todd E. Burns, seconded by Travis L. Brookens, and by a vote of 3-0, the Board unanimously voted to adopt the Equipment Rental Rates for Year 2010, as listed and presented, noting the Board agreed the rates were reasonable and acceptable for this year.

On a motion by Travis L. Brookens, seconded by Todd E. Burns, and by a vote of 3-0, the Board unanimously voted to authorize the Township Secretary to pay invoices due between meetings with either Chairman or Board approval during the year 2010.

On a motion by Todd E. Burns, seconded by Travis L. Brookens, and by a vote of 3-0, the Board unanimously voted to authorize the Roadmaster or Assistant Roadmasters the maximum expenditure of \$5,000 without full Board approval during the year 2010.

On a motion by Todd E. Burns, seconded by Travis L. Brookens, and by a vote of 3-0, the Board unanimously voted the Chairman be authorized to approve requests for Fayetteville Volunteer Fire Department Fire Police assistance at non-emergency events during the year 2010.

On a motion by, Travis L. Brookens, seconded by Todd E. Burns, and by a vote of 3-0, the Board unanimously voted the Fayetteville Volunteer Fire Department Fire Police Roster as submitted via correspondence and signed by William Wishard, Fire Chief, be approved as presented for 2010.

On a motion by Charles D. Jamison, Jr., seconded by Todd E. Burns, and by a vote of 3-0, the Board unanimously voted to certify all three (3) Supervisors as delegates to the State Association Conference to be held in Hershey, PA, April 18-21, 2010, as well as the Township Engineer and Township Planner to attend the Conference. Further, Travis L. Brookens be designated as the Township's voting delegate with Todd E. Burns as the alternate voting delegate; the mileage rate will be the current IRS rate at the time of the Conference.

It was noted that due to Travis L. Brookens, former Township Zoning Officer, being newly elected as a Township Supervisor, the Board recommended promoting Daniel Bachman, current Assistant Zoning Officer, to Township Zoning Officer. On a motion by Travis L. Brookens, seconded by Todd E. Burns, and by a vote of 3-0, the Board unanimously voted that Daniel Bachman be promoted to (Township) Zoning Officer and compensation be adjusted accordingly.

It was noted that due to Daniel Bachman being promoted, the position of Assistant Zoning Officer is vacant and also a new job description to include *CAD Manager*. 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 Todd Dusman as Assistant Zoning Officer and also CAD Manager for the Greene Township Board of Supervisors commencing January 1, 2010.

On a motion by Todd E. Burns, seconded by Travis L. Brookens, and by a vote of 3-0, the Board unanimously voted that John Sutton be appointed as part-time plow operator retroactive to December 26, 2009.

Note: Visitor Glenn O. Shetter asked the Board if they wanted to hold the Work Sessions the **first and third Wednesday** which would occur before a Regular Meeting rather than the originally voted and approved second and fourth Wednesday which would occur after a Regular Meeting. The Supervisors so noted and on a motion by Todd E. Burns, seconded by Travis L. Brookens, and by a vote of 3-0, the Board unanimously voted that Item 19 of this Agenda be amended for the designated times and dates for Work Sessions for the year 2010 be the **first and third Wednesday** at 3:00 p.m., prevailing time, at 1145 Garver Lane, at the Greene Township Municipal Building Meeting Room; all Work Sessions to be held on an "as-need" basis.

There being no further business before the Board for the 2010 Re-organization Meeting, the Chairman adjourned at approximately 7:58 P.M..

Respectfully submitted,

Secretary