

January 3, 2017
Scotland, PA 17254
Re-Organization Meeting

The Greene Township Board of Supervisors met Tuesday, January 3, 2017, 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
Daniel Bachman (departed after
Item 2 on this Agenda)

Visitors: See list

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

The Chairman noted that one item tabled from the December 27, 2016 Meeting to this Meeting would be continued; namely, a waiver request regarding *Maximum Driveway Width* received from Ryan Mixell, 168 New Lane. The Zoning Officer noted the Township had received a letter previously from Ryan Mixell requesting a waiver from the required driveway width referencing Section 85-54.A, of the Township Code. The matter was discussed at length at the last (December 27, 2016) Regular Meeting and tabled for an onsite inspection to gain a better understanding of the request. (*Note: At this time, the Chairman stated the Meeting was being recorded.*) The Chairman stated that Board Members and the ZO had visited the site, looked at the problem, and were better able to understand the difficulties and issues that the site presented. He noted several options that were available: (1) grant the waiver as requested; (2) another waiver could be considered by creating another driveway in order to try and comply with Township requirement; or, (3) not grant a waiver at all. Mr. Mixell stated he hoped the Board had a better understanding of the situation and what has happened. The Chairman stated it is quite a unique situation and that a number of issues had created this situation. The Chairman stated at first he thought to have a second driveway created straight out but then not sure if this would be the best suggestion due to location of a pole and would still have steep slopes; hoped that driveway could be modified to comply but the right-of-width makes this option difficult as well. Supervisor Corwell stated he had visited the site this past Monday and agrees with the Chairman that multiple issues were evident. He had also considered a second driveway and noted the telephone pole, the tree line, and also the height. He stated that following his review, he would be inclined to grant the waiver, however, if something were to occur in the right-of-way then Mr. Mixell would have to comply. He stated this needed to be stressed to Mr. Mixell as well as when having a contractor from outside the area perform work in the Township, would caution Mr. Mixell to be sure to obtain all information (i.e. Township regulations, etc). Supervisor Brookens stated that although he empathized with Mr. Mixell's dilemma, he viewed the issue somewhat differently in that basically if the Board were to grant the waiver, they would be setting a precedence, ignorance of the law is not a reason to grant a waiver, and if a contractor from outside the area is procured, they need to be aware of Township regulations; would be very cautious that by granting the waiver, a precedence would be set. He further stated that perhaps the Township may need to adjust regulations regarding road

construction and driveway construction. The Chairman stated he did not disagree with Supervisor Brookens but at least this matter did bring to light some adjustments that need to be considered in the ordinance. Glenn Shetter addressed Mr. Mixell by noting he has served on the Township Planning Commission for thirty-eight years and also served as a Township Supervisor and asked that if the new home construction had been located differently would this issue even have to be discussed. He voiced concern if the Board were to keep granting waivers because homeowners or contractors do not make themselves aware of Township regulations, where would it lead. He stated his premise is the Board would be setting a precedence and that in the past the Board had made a previous contractor correct a “too-wide” driveway and construct it correctly. The Chairman informed Mr. Shetter the Board is aware of his comments and that is why this matter was tabled because there was more than one or two issues; a difficult situation with multiple aspects to it. Mr. Shetter commented that Greene Township rules and regulations were made for a reason. The Chairman informed Mr. Shetter again that there was more than one issue involved for this situation; site photos and site visit having shown the various issues; hardships here and needed to be considered on a case-by-case basis. The Chairman stated the Board’s intent was not to allow access to the garage in the rear but wanted to allow the resident access to his property. Much discussion continued regrading this matter with the Chairman adding the need to deal with topography, encroachment to wetlands, Conservation District requirements, etc. The ZO noted the road is quite wide in the front but narrows greatly in the rear; i.e. approximately 430 feet in front and narrowing to approximately 138 feet; he stated it is an odd-shaped lot. Supervisor Corwell noted that even if Mr. Mixell were to propose a different driveway, it still would need a waiver and perhaps more than one waiver request. The ZO noted there would be extensive work that would need to be done; discussion ensued between the Board and the ZO regarding what would be required if a second driveway were created. Following this lengthy review and discussion, on a motion by Shawn M. Corwell, seconded by Todd E. Burns, and by a vote of 2-1, with Supervisor Brookens opposed, the motion carried to grant the request of waiver from Greene Township Code 85-54.A, *Maximum Driveway Width*, as submitted by Ryan Mixell, 168 New Lane.

There was no public comment offered 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 2017.

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 Vice Chairman for the year 2017.

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 2017.

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/Assistant Director of Public Works for the year 2017.

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, Shawn M. Corwell, was elected as Office Administrator for the year 2017.

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, Travis L. Brookens and Todd E. Burns were elected as Assistant Office Administrators for the year 2017.

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 2017.

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 of Parks and Recreation for the year 2017.

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 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 approve Township **Resolution No. 1-2017** 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, Lindsay Loney as Township Treasurer, Diann Weller as Assistant Township Treasurer, and Gina Griffith as Assistant Township Secretary, all for the year 2017, with recommended bond amounts of \$1,000,000 for each as stated.

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 2017: 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/Assistant Director(s) of Parks and Recreation.

The following financial institutions currently hold deposits for the Township: BB&T Bank for regular banking; John Hancock managed locally through Rotz & Stonesifer; and, Wells Fargo, managed locally by Abeles Group (Hagerstown, MD); both firms for general investments as well as the Township Pension and 457 investments. 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 2017: BB&T, John Hancock, Wells Fargo, and Rotz and Stonesifer.

On a motion by Travis L. Brookens, seconded by Shawn M. Corwell, 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 2017.

It was noted that Welton Fischer was willing to continue serving as Township Solicitor, therefore, on a motion by Shawn M. Corwell, seconded by Todd E. Burns, and by a vote of 3-0, the Board unanimously voted that Welton Fischer be re-appointed as Township Solicitor for the year 2017. In addition, 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 Welton Fischer as Solicitor to the Township Planning Commission for year 2017.

The Chairman noted the Solicitor had not requested an increase in his hourly fee for the coming year, however, he felt that since the rate had not changed since 2015 and that an increase was justified, he recommended the rate be increased. 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 the Township Solicitor's fee for 2017 at \$165.00 per hour.

The Chairman noted he had discussed with the Zoning Officer briefly this date regarding appointments of Solicitor and Assistant Solicitor to the Township Zoning Hearing Board and recommended the matter be tabled until further discussion could occur; 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 table discussion and appointment of the Solicitor and Assistant Solicitor to the Township Zoning Hearing Board.

The Chairman noted that Vincent Elbel had served as the Township's Sewage Enforcement Officer for a number of years and that the rates had been increased in late 2014, effective January 1, 2015, and no rate increases had been submitted by Mr. Elbel. Therefore, 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 Vincent Elbel as Township Sewage Enforcement Officer for year 2017, with current rates to apply.

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 2017 for professional services: Brehm-Lebo Engineering, Inc., Martin & Martin, Inc., Rettew, Campbell Thomas, McCormick Taylor, and YSM (yost, strodoski, mears) at the scheduled fees as provided by those firms.

The Chairman noted that no one was appointed to the Township Vacancy Board in 2016 following resignation of the former Member's term which expired December 31, 2015, and that someone may or may not be needed. Supervisor Brookens noted it would be easier to have someone in place in case of an issue. No Board Member had a recommendation at this time, 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 table an appointment to the Township Vacancy Board for year 2017 until a future meeting.

The Chairman noted there were no appointments needed for either the Greene Township Planning Commission or Township Zoning Hearing Board for year 2017.

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 a member to the Greene Township Municipal Authority, said term to expire December 31, 2021.

The Chairman stated the firm of Smith Elliott Kearns & Company, LLC, has been doing a great job for the Township (as its independent auditing firm). Supervisor Brookens stated their services are excellent. 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 Smith Elliott Kearns & Company, LLC, as its independent auditing firm for 2017.

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. Michael Balsley as the Deputy Emergency Management Coordinator, respectively, for 2017.

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. 2-2017** to allow the Township to purchase items (i.e. vehicles, equipment, etc) from State contracts for year 2017.

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. 3-2017** allowing the Township to purchase from COG organizations for year 2017.

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. 4-2017** 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).

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 for holding the Supervisors Regular Meetings to take place at 7:00 p.m., prevailing time, at the Greene Township Municipal Building, 1145 Garver Lane, Scotland, PA, for 2017.

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 2017.

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 two remaining Board Members serving as Alternates for the year 2017.

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 to serve as representative on the Council of Governments with two remaining Board Members serving as Alternates for the year 2017.

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 representative to the Franklin County Emergency Services Alliance with Travis L. Brookens and Todd E. Burns serving as Alternates for the year 2017.

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 2017.

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 for the year 2017 with Travis Brookens and Shawn Corwell serving as Alternates for the year 2017.

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 representative to the Emergency Management Committee of the State Association for 2017.

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 2017.

The Board reviewed the 2017 fee schedule as submitted and received from PMCA (Pennsylvania Municipal Code Alliance), a copy having been provided to the Board for this Meeting. It was noted that persons do not have to have PMCA perform (state building code permit) inspections. Following review of the information as presented, 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 fee schedule for PMCA effective January 1, 2017.

The Chairman noted there were some minor adjustments (addition of equipment and slight increases) made to the Equipment Rental Fee schedule for 2017 having reviewed outside contractors' prices over the past few years to determine new rates. 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 Fee Schedule for 2017 as presented and also remove the sentence at the end of the Fee schedule which reads in part: "Hauling and spreading stones ... or any stone supplier."

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 2017.

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 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 2017.

On a motion by Todd E. Burns, seconded by Travis L. Brookens, and by a vote of 3-0, the Board unanimously voted to certify the three (3) sitting Board Members as delegates to the State Association Annual Conference, and approve the attendance of the Township Engineer, Township Solicitor, Township Secretary, and Township Treasurer, to the Conference, to be held in Hershey, PA, April 23-26, 2017, and designate Shawn M. Corwell as the voting delegate with Travis L. Brookens as Alternate Voting Delegate, and set the current IRS mileage rate at the time of the Conference.

Each Board Member received a copy of the Active Volunteer Firefighter List for 2017 from the Fayetteville Volunteer Fire Department. Supervisor Corwell noted the high-lighted information as noted on the listing was updated and submitted to the insurance agent for the new Workman's Compensation binder (beginning January 1, 2017). 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 the 2017 Active Firefighter Roster for Fayetteville Volunteer Fire Department, as presented.

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 the Fayetteville Volunteer Fire Department Fire Police Roster for year 2017, as presented.

During discussion of authorizing personnel to approve Fire Police for non-emergency events during the year, Supervisor Brookens voiced concern as to the number of fundraisers that are held and who never give back (donate) to the volunteers and felt that something should be given to the Fire Police. Discussion ensued regarding the volunteer Fire Police responding to the number of fundraisers during the year, whether it could legally be required, etc. Supervisor Corwell stated correspondence is sent with each approval to the requesting fundraising entity suggesting a donation to the Fire Police due to their total volunteer status and confirmed that a few have donated to the Fire Police. This matter will be reviewed in more depth at a later time after obtaining more information as to whether this could be required, etc. On a motion by Travis L. Brookens, seconded by Shawn M. Corwell, and by a vote of 3-0, the Board unanimously authorized the Emergency Management Coordinator or Deputy Emergency Management Coordinator to approve requests for Fayetteville Volunteer Fire Department Fire Police and/or Franklin Fire Company No. 4 Fire Police for first-due assistance at any events during year 2017.

On a motion by Travis L. Brookens, seconded by Todd E. Burns, and by a vote of 3-0, the Board unanimously voted to accept Franklin County Emergency Air Unit Company 10 Roster for 2017, as presented.

There being no further business before the Board for the 2017 Re-organization Meeting, the Chairman adjourned at approximately 8:24 P.M..

Respectfully submitted,

Secretary