

January 6, 2014  
Scotland, PA 17254  
Re-Organization Meeting

The Greene Township Board of Supervisors met Monday, January 6, 2014, at 7:00 P.M., to conduct their Annual Re-organization Meeting at the Township Municipal Building, 1145 Garver Lane, Scotland, Pennsylvania, as well as any regular business presented before the Board.

Present:

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

Diann Weller

Visitors: See list

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

The Township Secretary affirmed to the Board the receipt of *Certificate of Election* for both incoming, newly elected Township Supervisor, Mr. Shawn M. Corwell, and for newly elected Township Auditor, Mr. Michael Ebersole. The Secretary also affirmed the *Oaths of Office* being administered to Mr. Corwell and Mr. Ebersole. The *Oath of Office* was also administered to Mr. Wilson Adkins who had been previously appointed as Township Auditor to fulfill the unexpired term of Mr. Shawn Corwell.

Mr. Todd E. Burns noted the previous Chairman had retired at the end of 2013, therefore, as previous Vice Chairman he would be serving as Acting Chairman.

On a motion by Travis L. Brookens, Todd E. Burns was nominated as Chairman for the year 2014. The motion was seconded by Shawn M. Corwell, with no other nominations presented, on a Brookens/Corwell motion/second to close said nomination, and by a vote of 3-0, the Board unanimously voted to elect Todd E. Burns as Chairman of the Board of Supervisors for the year 2014.

On a motion by Shawn M. Corwell, Travis L. Brookens was nominated as Vice Chairman for the year 2014. The motion was seconded by Todd E. Burns with no other nominations presented, on a Corwell/Burns motion/second to close said nomination, and by a vote of 3-0, the Board unanimously voted to elect Travis L. Brookens as Vice Chairman of the Board of Supervisors for the year 2014.

On a motion by Travis L. Brookens, Todd E. Burns was nominated as Roadmaster/Director of Public Works for the year 2014. The motion was seconded by Shawn M. Corwell, with no other nominations presented, on a Brookens/Corwell motion/second to close said nomination, and by a vote of 3-0, the Board unanimously voted to elect Todd E. Burns as Roadmaster/Director of Public Works for the year 2014.

On a motion by Todd E. Burns the remaining two (2) Board Members, Travis L. Brookens and Shawn M. Corwell, were nominated as Assistant Roadmaster/Assistant Director of Public Works for the year 2014. The motion was seconded by Shawn M. Corwell, with no other for Assistant Roadmaster/Assistant Director of Public Works for the year 2014 presented, and by a vote of 3-0, the Board unanimously voted the two (2) remaining Board Members, Travis L. Brookens and Shawn M. Corwell, serve as Assistant Roadmaster/Assistant Director of Public Works for the year 2014.

On a motion by Travis L. Brookens, Shawn M. Corwell, was nominated as Office Administrator for the year 2014. The motion was seconded by Todd E. Burns with no other nominations presented, on a Brookens/Burns motion/second to close said nomination, and by a vote of 3-0, the Board unanimously voted to elect Shawn M. Corwell as Office Administrator for the year 2014.

On a motion Todd E. Burns the remaining two (2) Board Members, Travis L. Brookens and Todd E. Burns were nominated as Assistant Office Administrators for the year 2014. The motion was seconded by Shawn M. Corwell with no other nominations presented, on a Burns/Corwell motion/second, the nominations for Assistant Office Administrator for the year 2014 were closed, and by a vote of 3-0, the Board unanimously voted the two (2) remaining Board Members, Travis L. Brookens and Todd E. Burns, serve as Assistant Office Administrators for the year 2014.

On a motion by Shawn M. Corwell, Travis L. Brookens was nominated as Director of Parks and Recreation for the year 2014. The motion was seconded by Todd E. Burns with no other nominations presented, on a Corwell/Burns motion/second to close said nomination, and by a vote of 3-0, the Board unanimously voted to elect Travis L. Brookens as Director of Parks and Recreation for the year 2014.

On a motion by Travis L. Brookens, the remaining two (2) Board Members, Todd E. Burns and Shawn M. Corwell were nominated as Assistant Director of Parks and Recreation for the year 2014. The motion was seconded by Shawn M. Corwell, with no other nominations for Assistant Director of Parks and Recreation presented, on a Brookens/Corwell motion/second to close said nomination, and by a vote of 3-0, the Board unanimously voted to elect the remaining two (2) Board Members, Todd E. Burns and Shawn M. Corwell, to serve as Assistant Director of Parks and Recreation for the year 2014.

On a motion by Shawn M. Corwell, seconded by Travis L. Brookens, 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 2014.

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. 1-2014** 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 Travis L. Brookens, seconded by Shawn M. Corwell, 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 Treasurer, Gina Griffith as Assistant Secretary, and Cynthia Schriver as Administrative Assistant, all for the year 2014. Further, by the Brookens/Corwell motion/second, and by a vote of 3-0, the Board unanimously voted to recommend a bond amount of \$500,000 and will apply to each position as follows for 2014: Secretary, Treasurer, Assistant Treasurer, Assistant Secretary, and Administrative Assistant.

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 2014: 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.

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 the following financial institutions to hold deposits for 2014: Susquehanna Bank, Santander/Sovereign Bank, Orrstown Bank, Rotz and Stonesifer, and John Hancock.

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 that all securities have collateral for the dollar amount they are holding from the following financial institutions for financial investments, certificates of deposit, etc which will be as follows for 2014: Susquehanna Bank, Santander/Sovereign Bank, Orrstown Bank, Rotz and Stonesifer, and John Hancock.

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 for the year 2014 and will also serve as Solicitor to the Township Planning Commission.

On a motion by Travis L. Brookens, seconded by Shawn M. Corwell, and by a vote of 3-0, the Board unanimously voted that Samuel Wiser from Salzman Hughes be re-appointed as Solicitor to the Township Zoning Hearing Board and Bryan Salzman as the Assistant Solicitor for 2014.

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 the Township's Sewage Enforcement Officer for the year 2014.

The Chairman noted that Martin and Martin, Inc. has served as the Township Planner; Brehm-Lebo Engineering for land design and Park; Larson Design Group engineer for the Traffic Impact Study since its creation; Rettew as backup Planner; and, Campbell Thomas as (Appalachian) Trail consultant last two (2) years and offers other services (i.e. historical preservation, etc). 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 with professional engineering services and fees received, as follows for 2014: Brehm-Lebo Engineering, Inc.; Martin and Martin, Inc.; Larson Design Group with Mr. Jim Cullison; Rettew; and, Campbell Thomas.

The Chairman explained the position of the Township Vacancy Board that if someone were to leave office a non-partisan person would be needed to recommend a person for that position. 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 Thomas Diehl to the Township Vacancy Board for the year 2014.

The Chairman noted there were two (2) Members of the Township Planning Commission whose terms expired December 31, 2013; said persons being Thomas Diehl and Dale Eberly. In addition, it was also noted that Randall R. Rotz's current term on the Greene Township Municipal Authority expired December 31, 2013. All three (3) persons were contacted and they all verified they were willing to continue serving the Planning Commission and the Municipal Authority. 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 Thomas Diehl and Dale Eberly to serve another term on the Township Planning Commission, said terms to expire December 31, 2017. (Note: Mr. Dale Eberly was in attendance at this Meeting and the Chairman took the opportunity to thank Mr. Eberly for his service to the Planning Commission.) Further, 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 Randall R. Rotz to serve another term on the Greene Township Municipal Authority, said term to expire December 31, 2018.

The Chairman noted that Smith Elliott Kearns & Company has served as the independent auditing firm for a number of years and has provided quotes and rates for the coming year. He stated they could be re-appointed if the Board so desired or another firm could be appointed. Supervisor Brookens stated he felt the Township had been receiving a very good level of service over the years and has no complaint utilizing them again. The Chairman concurred with Supervisor Brookens' observations and statements. 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 2014.

The Chairman noted that Mr. Charles (Dave) Jamison had served as the Township's Emergency Management Coordinator (EMC) with Mr. Michael Balsley as the Deputy EMC and with Mr. Jamison's retirement, it left the Coordinator's position vacant. He stated he was in favor of appointing Mr. Shawn M. Corwell as the new EMC and also Mr. Michael Balsley as the Deputy EMC. 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 also Mr. Michael Balsley as the Deputy Emergency Management Coordinator for 2014.

The Chairman noted the numerous, various items that can be purchased off State contracts. 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. 2-2014** to purchase from State contracts for the year 2014.

The Chairman noted the Township can also purchase from various COG organizations with items being auctioned off during the year which can include but not limited to vehicles, office supplies, etc. 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. 3-2014** to authorize the Township to purchase from any COG organizations (i.e. West Moreland, Franklin County, etc).

The Chairman noted that Work Sessions in the past were generally set for Wednesday in the afternoon; he could only remember using just a few occasions to use them; and, at this time did not feel the need to set them if the Board so chooses. He also noted that if something of an emergency nature, etc would arise, a special meeting was called and properly advertised as required. Supervisor Brookens noted that it may not be wise to set a certain day of each month and set a time on the rare occasion when they are needed and does not feel necessary to set a specific date and time but just schedule as the need may arise. Therefore, on a motion by Travis L. Brookens, seconded by Shawn M. Corwell, and by a vote of 3-0, the Board unanimously voted the dates, time and place for holding the Supervisors Regular Meetings in 2014 will be as follows: the second and fourth Tuesday of each month at 7:00 p.m., prevailing time, at the Greene Township Municipal Building, 1145 Garver Lane, Scotland, PA, in the Meeting Room; and, work sessions will be held and advertised on an "as-need" basis.

The Chairman inquired of Supervisor Brookens when the Letterkenny Army Depot Restoration Advisory Board met and Supervisor Brookens stated they had started as monthly, then quarterly, and now on "as-need" basis. On a motion by Shawn M. Corwell, seconded by Todd E. Burns, 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 the remaining Supervisors to act as Alternates, for the year 2014.

The Chairman noted that previously Charles (Dave) Jamison was the Township representative on the Regional Ambulance Committee and recommended that Shawn Corwell be appointed. Therefore, 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 to the Regional Ambulance Committee, with the remaining Supervisors to act as Alternates, for the year 2014.

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 Todd E. Burns to serve as representative on the Council of Governments, with the remaining Supervisors to act as Alternates, for the year 2014.

The Chairman noted that previously Charles (Dave) Jamison was the Township representative to the Franklin County Emergency Service Alliance so since Shawn Corwell was appointed as the new Township Emergency Management Coordinator, he recommended that Shawn Corwell be appointed as the Township's representative. Therefore, 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 representative to the Franklin County Emergency Service Alliance, with the remaining Supervisors to act as Alternates, for the year 2014.

The Chairman noted the Tax Collection Committee mirrors the Franklin County Area Tax Bureau but that they are separate Boards. 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 Todd E. Burns to the Franklin County EIT Committee, with the remaining Supervisors to act as Alternates, for the year 2014.

On a motion by Travis L. Brookens, seconded by Shawn M. Corwell, and by a vote of 3-0, the Board unanimously voted that Todd E. Burns serve as the Township's representative on the Franklin County Area Tax Bureau, for the year 2014, and confirm said appointments to the Tax Bureau as indicated in the Minutes of the November 12, 2013 Regular Meeting. The Chairman further stated that Alternates should be named for the County EIT Committee; 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 appoint Shawn M. Corwell and Travis L. Brookens as Alternates to the County EIT Committee for the year 2014.

The Chairman stated that Charles (Dave) Jamison had previously been appointed as the Township representative to the Emergency Management Committee of the State Association. 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 representative to the Emergency Management Committee of the State Association for 2014.

The Township Secretary noted receipt of an invoice from the Greater Chambersburg 21<sup>st</sup> Century Partnership regarding dues for 2014 in the amount of \$2,250. The Chairman noted the Township had not been a member in the recent past but had been a member a number of years ago. He stated that a new Chairman had been appointed and the new Chairman through correspondence asked if the Township wanted to become a member again. Correspondence from the Executive Director of the Partnership stated on the invoice that past dues for 2010 were adjusted to only 75%, in 2011 there were no dues collected. The Chairman opened the matter for discussion. Supervisor Brookens inquired as to what benefits the Partnership would provide or offer to the Township for that dues amount and also noted that possibly the same persons involved with the COG and other similar organizations may be the same and those organizations are not charging that much in dues to be members of those organizations. Supervisor Corwell agreed with the statements presented by Supervisor Brookens. Supervisor Brookens stated he was willing to table further discussion or consideration until more information is available as to what is offered to the Township. He also noted the State Association's dues are less than this and they provide much more benefits, services, and issues and they are used on a regular basis. Following discussion 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 table an appointment of representative or alternates to the Greater Chambersburg 21<sup>st</sup> Century Partnership until further information is obtained and table until a future date.

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 approval during the year 2014.

The Chairman noted that authorization for maximum expenditures without Board approval, in addition to the Roadmaster or Assistant Roadmaster(s), should include other positions such as Director/Assistant Director(s) of Public Works, Office/Assistant(s) Administrator, and Director/Assistant Director(s) of Parks and Recreation. Supervisor Corwell noted the maximum expenditure without Board approval should be the same as the bonding requirements for the same positions as noted earlier in this Meeting. 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 Roadmaster or Assistant Roadmasters, the Director or Assistant Director(s) of Public Works, the Office or Assistant Office Administrator(s), and the Director/Assistant Director(s) of Parks and Recreation the maximum expenditure of \$5,000 without full Board approval during the year 2014.

The Chairman noted the dates set for the State Association's Annual Conference, said Conference being required by the Second Class Township Code. Supervisor Brookens briefly explained the position and duties of the "voting delegate". 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 following delegates to the State Association Annual Conference in Hershey, PA, April 13-16, 2014: three (3) Board Members of the Township Supervisors; Township Engineer; Township Secretary and/or Township Treasurer; and the voting delegate will be Shawn M. Corwell with Travis L. Brookens as Alternate Voting Delegate; and mileage rate will be the current IRS rate at the time of the Conference.

The Chairman asked that Items 26 and 27 appearing on this Agenda be combined; namely, the 2014 Active Firefighter Roster for the Fayetteville Volunteer Department and the 2014 Fire Police Roster for the Fayetteville Volunteer Fire Department. On a motion by Travis L. Brookens, seconded by Shawn M. Corwell, and by a vote of 3-0, the Board unanimously voted to accept the 2014 Active Firefighter Roster for Fayetteville Volunteer Fire Department and 2014 Fire Police Roster for Fayetteville Volunteer Fire Department for the year 2014, as presented.

The Chairman noted that in the past the Chairman of the Board of Supervisors had accepted the duties of approving requests for Fayetteville Volunteer Fire Department Fire Police for first-due assistance at any events during the current year. However, he felt that it would be more beneficial to have the Emergency Management Coordinator and/or the Deputy Emergency Management Coordinator handle these requests; Supervisor Brookens agreed. Therefore, on a motion by Travis L. Brookens, seconded by Todd E. Burns, and by a vote of 3-0, the Board unanimously voted the Emergency Management Coordinator and/or the Deputy Emergency Management Coordinator be authorized to approve requests for Fayetteville Volunteer Fire Department Fire Police for first-due assistance at any events during 2014.

The Chairman noted the Franklin County Air Unit 10 is an assistant emergency company that provides fire companies throughout the County with air and is currently located within the Township. On a motion by Travis L. Brookens, seconded by Shawn M. Corwell, and by a vote of 3-0, the Board unanimously voted to accept the 2014 Roster for the Franklin County Air Unit 10 for the year 2014, as presented.

Resident Harry Rotz, Jr. addressed the Board regarding the closing of the Borough of Chambersburg's "dump site" asking the Board if they were aware of this and noting that several tree trimming vendors were very upset about it and the cost associated. He stated the vendors wish to meet to discuss the problem. He noted one vendor has a problem with logs and that he (Mr. Rotz) can take them but has to cut them up and asked the Board if they saw any problem. The Chairman stated he



had received correspondence from the Borough regarding this matter. Mr. Rotz stated he was at the Borough meeting when the (PA) DEP person did his inspection and he further stated the Borough wants to dump anything they cannot handle at Mr. Rotz's facility; he stated the Borough has to clean up and close their facility. Mr. Rotz stated he does not understand why the Borough will not clean up their facility and take care of the compost use what they have gotten. Mr. Rotz noted he has installed a three-sided chain link fence trying to keep the wrong persons from dumping just anything at his site. He voiced concerns and his consultant stated he (Mr. Rotz) should get the Borough to pay for "garbage" they keep bringing to Mr. Rotz's site. Mr. Rotz was asking the Board for their input, thoughts, etc and stated he could handle all wood chips, logs, etc but not the "garbage". He cannot handle grinding; doesn't have a grinding machine and not interested in buying one. The Chairman stated the Township experiences the same problems and the Township was having the same problem with the Borough and that is why the Township stopped them from dumping at the Township's compost facility. The Chairman noted that from a Township standpoint there was not much that could be done but the Township has supported Mr. Rotz. The Chairman stated he was not sure what the Township could do and stuck in the middle but the Chairman stated that he personally thought that Mr. Rotz is on the right track to meet with the tree trimmers and go forward. The Chairman further stated the fees are set by the Borough or DEP and since it is the Borough, Mr. Rotz is free to set his fees as he wishes. The Chairman stated the Township deals with the same problems as to "garbage" being mixed in with leaves the Township picks up. The Chairman stated the Township has always supported Mr. Rotz's operation and there is always an "open door" to discuss anything. The Chairman stated the Township has relationship with some outside contractors that bring in leaves and brush, tree trimmings but the Township can only accept 3" to 4" (diameter) logs.

Resident Paul Holbrook asked the Board if during Bulk Days there was anyone asking how to dispose of newspapers or magazines. The Chairman stated he was not aware; Supervisor Brookens stated the same answer noting the Township tries to keep that out of those items being collected. Mr. Holbrook stated that his Troop has collected approximately 6,000 tons since Fall 1997 but has experienced a drop off lately, about half that now. It was thought there were two (2) farms, one in Greene and one in Hamilton (Township), that would accept these items for animal bedding purposes. The Chairman stated that perhaps a bundle here or there would come through on Bulk Days but persons were told those items were not accepted during Bulk Days. Mr. Holbrook asked if something could perhaps be placed in the Township newsletter advising residents where they could dispose of newspapers and magazines. Both the Chairman and other Board Members felt that would be no problem and perhaps could also be posted on the Township's webpage as information. Mr. Holbrook then asked the Board if they needed any flags and stated the Troop still has. The Chairman stated that youth associations (Little League, etc) are interested in them. It was noted that flags need to be properly disposed of. Resident Glenn Shetter noted that refuse haulers are taking newspapers and magazines and should be addressing the issue.

There being no further business before the Board for the 2014 Re-organization Meeting, the Chairman adjourned at approximately 8:19 P.M..

Respectfully submitted,

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Secretary