

Greenwich Township Board of Supervisors
Regular Meeting
Monday, February 2, 2026 at 7:30 p.m.

Attending: Supervisors: Dean Spohn, Victor Berger, Carl Dunn, Professional Staff: John Poff–Systems Design Engineering, Inc., Colin Macfarlane-Kozloff Stoudt P.C., and Diane Hollenbach-Administrator

Mr. Spohn called the Greenwich Township Regular Meeting to order at 7:30 p.m. and asked everyone to rise for the Pledge of Allegiance.

ANNOUNCEMENTS:

Please state your name and address if addressing the Board. This meeting will be recorded for the accuracy of the minutes and deleted. Attending visitors may also be recording.

APPROVAL OF THE MINUTES:

A motion was made by Mr. Berger, seconded by Mr. Dunn, to approve the minutes of the January 5, 2026 reorganizational and regular meeting. All voted in favor. Motion carried.

PERSONAL APPEARANCES and PUBLIC COMMENT:

Dodie Sable stated that the road crew did a great job plowing.

Gwynneth Fowler, 97 Yeager Road, Lenhartsville thanked the road crew for plowing the roads. She also thanked the Board for activating her PSATS membership and has used it to enroll in PMGA certification classes, Supervisor Boot Camp and is also taking courses toward her Master Planner Certificate. She offered to provide resources from the classes on Data Centers.

Deb and Richard Mengel, 27 Boy Scout Road, Kutztown asked the Board for a waiver to the requirement of five acres of land for a kennel operation. The Mengels have been operating a kennel for twenty plus years. It started as a hobby and grew into a business. They have applied for a non-commercial kennel license at the request of the Dog Warden and have been working with the township solicitor and code enforcement officer. The Mengel's have 2.9 acres with a fenced area surrounded by evergreen screening and woodland adjacent to Camp Edmar and Mr. Schaeffer's farm. They board, train and breed labrador retrievers. Three females reside at the property fulltime and are usually in the house. Five other females live in other homes and the Mengels have breeding rights to the dogs. The kennel has five to six litters a year. The kennel is AKC certified. Waste management is handled through the trash hauler and dogs are cremated when they die. The kennel is in a third of a pole building that is heated and airconditioned. There are no plans to expand.

Mr. Macfarlane explained to the Board that there is no waiver that they can grant but can choose to take enforcement action to require a zoning variance. The passage of time does not waive the board's ability to enforce the zoning ordinance. If the township receives a complaint about the property, they could issue a notice of violation in the future. However, it sounds like the kennel is operated well, there are no complaints and no violations. The Board is not required to take action unless they want the Mengels to get zoning relief.

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A motion was made by Mr. Dunn, seconded by Mr. Spohn, to allow the kennel operation at 27 Boy Scout Road to continue as is without zoning relief at this time conditioned upon obtaining a state non-commercial kennel license. All voted in favor. Motion carried.

PLANS TO REVIEW: The monthly Subdivision and Land Development Status Report was reviewed.

Old Route 22 Preliminary Plan – This plan will be reviewed by the Planning Commission in February. Mr. Poff of Systems Design Engineering asked how the Board felt about the future realignment of Long Lane Road. The Old Route 22 Preliminary Plan shows a cul-de-sac that requires a waiver as well as waivers for soil testing and delay of submittal of sewage planning modules until final plan. There is space to do the realignment across from the Dollar General driveway. This would give the church privacy and safety but could impact the wetlands. Mr. Berger commented that Penn DOT was in favor of a realignment that would traverse this property and that Penn DOT wanted to be involved. Mr. Berger also mentioned there is a storm water pipe that outlets in the middle of the property. It carries the storm water from Rhoades Road.

OLD BUSINESS:

Resolution 2026-06 Accepting Online Tax Payments –The Board would like to know if the school district is doing this and if the township can stop participating if online payment doesn't work out.

A motion was made by Mr. Dunn, seconded by Mr. Berger, to table action on Resolution 2026-06. All members voted in favor. Motion carried.

NEW BUSINESS:

Planning Commission Annual Report

A motion was made by Mr. Dunn, seconded by Mr. Berger, to accept the Planning Commission 2025 Annual Report. All members voted in favor. Motion carried.

Kutztown Fools' Run

A motion was made by Mr. Berger, seconded by Mr. Dunn, to approve the Kutztown Fool's Run use of township roads on March 28, 2026 from 8:30 to noon. All members voted in favor. Motion carried.

Pension GASB Report

A motion was made by Mr. Dunn, seconded by Mr. Berger, to authorize the preparation of a GASB report for the pension plan at a cost of \$500. All members voted in favor. Motion carried.

Resolution 2025-07 Disposition of Tax Collector Records

A motion was made by Mr. Berger, seconded by Mr. Dunn, to adopt Resolution 2025-07 Dissolution of Tax Collector Records. All members voted in favor. Motion carried.

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Great Valley Consultants Gun Club Road Proposal – The Board discussed the GVC proposal, the grant for an In Quick bridge and if Penn DOT is still willing to work with the township since the removal of the bridge will undermine the bank of Route 737. Any work on the bridge will need a Highway Occupancy Permit from Penn DOT and PA Department of Environmental Protection permits.

A motion was made by Mr. Dunn, seconded by Mr. Berger, to accept the Great Valley Consultants proposal for the review of options for the rehabilitation/replacement of the Gun Club Road Bridge at a cost of \$1000 and the reconstruction of Braund Road at a cost of \$1,500. All members voted in favor. Motion carried.

Meeting on Audit Results – The elected auditors have requested a joint meeting to review the audit. The Board felt that something could be scheduled in April, May or June a half hour before the regular Supervisors’ meeting.

A motion was made and withdrawn by Mr. Dunn to add a meeting to the April, May or June agenda to review the annual audit with the CPA and advertise the meeting for 7 p.m.

A motion was made by Mr. Dunn, seconded by Mr. Berger, to hold a special meeting to review the annual audit with the township CPA half an hour before the April, May or June Board of Supervisors meeting and authorize the advertisement of the special meeting. All members voted in favor. Motion carried.

REPORTS:

Administrator – Mrs. Hollenbach was notified that the website is obsolete. NA Studios will provide a quote in the summer for an upgraded and secure website.

Engineering and Zoning Reports – Written reports were submitted for zoning and sewage enforcement work. Mr. Poff updated the Board on recent activity which included a meeting with Penn DOT, and review of minor stormwater permits.

Solicitor – Mr. Macfarlane felt that the Penn DOT meeting on 737 and Old Rte 22 intersection improvement was productive in understanding the parties’ positions. Penn DOT understands the township’s concerns. Penn DOT has jurisdiction on state roads and while there is case law on improvements on a state highway stating that both state and township regulation on improving state highways must be met, the township regulations are general and not state highway specific. We are in a holding pattern until Goodman submits a response to the township review letter. Penn DOT would like to issue the HOP when all comments are addressed. Mr. Poff commented that he is working on the improvements cost estimate and is waiting for information.

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FINANCIAL MATTERS:

A motion was made by Mr. Berger, seconded by Mr. Spohn to remove Steven Diehl and add Carl Dunn to all township bank accounts. All voted in favor. Motion carried.

A motion was made by Mr. Dunn, seconded by Mr. Berger, to approve the bills and accept the Treasurer's Report as presented. All voted in favor. Motion carried.

DISCUSSION ITEMS FROM THE BOARD

Searchable Documents

Mr. Dunn would like a resolution requiring all documents on the website be searchable. With the new website likely needed in the future, this change can be made when the website is changed. Ms. Fowler told the Board about a deadline to make websites accessible.

Noise Ordinance

Mr. Dunn pointed out two typographical errors in section 808 of the noise ordinance. He also suggested that impact noise levels be added to the ordinance. This is measured in DBC and 135 to 137 DBC is standard. Enforcement would be difficult. Mr. Spohn stated that I78 was in violation of the noise ordinance all the time. Mr. Macfarlane suggested that the noise ordinance should be a stand-alone ordinance. Mr. Sable brought up the codification of ordinances which makes finding information easier.

Plowing Private Driveways for Emergency Services Access

Mr. Spohn was concerned about the liability of entering private property. Mr. Macfarlane stated the township has an obligation to plow the streets but cannot plow a driveway. Mr. Dunn was concerned about the emergency need. Mrs. Hollenbach contacted the insurance company and if something happened on private property, the policy would provide for the township's legal defense but not cover damages. Mrs. Sable suggested that there be a private plowing company call list. The Virginville Fire Company has a partnership with Fleetwood Borough and the Fleetwood Fire Company. Mr. Macfarlane did not recommend having a policy and letting the roadmaster use his discretion.

Road Master Report – Mr. Berger went through the report from Bobby Follweiler. Penn DOT's response during a snowstorm was a concern. When I78 was closed for 5 ½ hours, traffic was diverted on to Old Rte. 22, but the state did not have any plows on Old Rte. 22. The township had to salt Old Rte. 22 several times and vehicles were stuck all over the township because their GPS was taking them on township roads. When the township asked Penn DOT for salt, we were referred to PEMA. Mr. Berger stated that the township really needs to rethink the winter maintenance agreement with Penn DOT when it is time to renew. Also, the flashing light was turned on to work like a regular traffic signal and there were reports that it was green in all directions. Mr. Dunn asked about the status of the truck with the broken cylinder pivot pin. Mr. Berger reported that the truck was repaired and back in service.

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Signs at the intersection of Ebling Road, Wiltrout Road, Boy Scout Road and Dietrich Valley Road were discussed. LTAP could review or a traffic study could be performed.

A motion was made by Mr. Spohn, seconded by Mr. Dunn, to obtain quotes for a traffic study of the intersections of Ebling Road, Wiltrout Road, Boy Scout Road and Dietrich Valley Road. All members voted in favor. Motion carried.

Having no further business, Mr. Spohn adjourned the regular meeting at 9:30 p.m.

Respectfully Submitted,

Diane Hollenbach

Administrator/Secretary/Treasurer