

Township of Greenwich
Board of Supervisors Meeting
Monday, December 4, 2023, 7:30 p.m.

Attending: Supervisors: Dean Spohn, Victor Berger, Steven Diehl, Professional Staff: Colin Macfarlane-Kozloff Stoudt P.C., Bobby Follweiler – Road Master and Diane Hollenbach-Administrator

Guests: Marc Sable, Dodie Sable, Andrew Dietrich, Linda Wood

Mr. Spohn called the Greenwich Township regular meeting to order in the Greenwich Township Municipal Building at 7:30 p.m.

ANNOUNCEMENTS: Mr. Spohn asked the public to please state your name and address when addressing the Board. This meeting will be recorded for the accuracy of the minutes and deleted. Attending visitors may also be recording. An executive session was held on November 14, 2023 from 7:15 to 8 a.m. to discuss personnel.

APPROVAL OF THE MINUTES:

A motion was made by Mr. Berger, seconded by Mr. Diehl, to approve the minutes of the November 6, 2023 regular meeting. All voted in favor. Motion carried.

PERSONAL APPEARANCES & PUBLIC COMMENT: None

PLANS TO REVIEW:

Dollar General/Greenwich Commons Time Extension

A motion was made by Mr. Diehl, seconded by Mr. Berger, to accept the developer's offer of a time extension to the review period for the Dollar General Final Land Development Plan and the Greenwich Commons Final Subdivision Plan until February 5, 2024. All voted in favor. Motion carried.

Zerfass Residence Sketch Plan Time Extension

A motion was made by Mr. Diehl, seconded by Mr. Berger, to accept the developer's offer of a time extension to the review period for the Zerfass Residence Sketch Plan until March 4, 2024. All voted in favor. Motion carried.

OLD BUSINESS:

A motion was made by Mr. Berger, seconded by Mr. Diehl, to authorize the administrator to advertise the 2024 budget for public inspection. All voted in favor. Motion carried.

A motion was made by Mr. Berger, seconded by Mr. Diehl, to adopt Resolution 2023-16 Authorizing Execution of Shared Services Agreement. All voted in favor. Motion carried.

NEW BUSINESS:

A motion was made by Mr. Diehl, seconded by Mr. Berger, to authorize the administrator to advertise the 2023 Year End Meeting on December 27, 2023 at 8 am. All voted in favor. Motion carried.

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A motion was made by Mr. Berger, seconded by Mr. Diehl, to authorize the chairman to sign the audit engagement letter with CR & Y Certified Public Accountants. All voted in favor. Motion carried.

A motion was made by Mr. Diehl, seconded by Mr. Berger, to accept the resignation of elected auditor Melissa Nolte. All voted in favor. Motion carried. The Board instructed that a thank you letter be sent to Ms. Nolte for her many years of service.

A motion was made by Mr. Berger, seconded by Mr. Diehl, to appoint Jackie Hollenbach as elected auditor to fulfill the remainder of Melissa Nolte's term. All voted in favor. Motion carried.

A motion was made by Mr. Diehl, seconded by Mr. Berger, to approve the Kutztown Fools Run use of township roads on April 6, 2024 from 8:30 to noon. A certificate of liability insurance is on file. All voted in favor. Motion carried.

A motion was made by Mr. Diehl, seconded by Mr. Berger, to hire Brandon and Tanya Lambert to clean the municipal building every other week at a rate of \$100 per cleaning. A certificate of liability insurance is on file. All voted in favor. Motion carried.

A motion was made by Mr. Diehl, seconded by Mr. Berger, to authorize participation in the Berks County Diesel Fuel Bid. All voted in favor. Motion carried.

REPORTS:

Administrator - Mrs. Hollenbach reported on the smoke damage and the progress made with repairs.

A motion was made by Mr. Diehl, seconded by Mr. Berger, to accept the 2024 Highmark Health Plan and Dental Plan renewal. All voted in favor. Motion carried.

Road Master - Mr. Follweiler explained that the current tractor was purchased used and was worn out. A used tractor was found but was over the bid limit. A new tractor was only \$15,000 more with a 25% discount through the CoStars Program. John Deere is discontinuing two-wheel drive tractors in this size in 2024, but there was a 2023 model available in New Jersey. Two-wheel drive is less expensive. The tires are smaller and don't rip up the roads as much. The mower upfit will be done in 2024 and is estimated to cost \$25,000.

A motion was made by Mr. Diehl, seconded by Mr. Berger, to approve the purchase of a John Deere 5075M tractor through the Costars program from Central Jersey Equipment at a cost of \$55,883.91. All voted in favor. Motion carried.

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A motion was made by Mr. Berger, seconded by Mr. Diehl, to use ARPA funds for the purchase of the tractor. All voted in favor. Motion carried.

Engineering and Zoning Reports – None

Solicitor – Mr. Macfarlane reported that he had prepared draft improvements agreements and storm water agreements for the Crossroads Warehouse and Dollar General. The Dollar General has their NPDES approval and expects their Penn DOT Highway Occupancy Permit in the next month.

FINANCIAL MATTERS:

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

Hearing no further business, Dean Spohn adjourned the December 4, 2023 Board of Supervisors meeting at 7:50 p.m.

Respectfully submitted,

Diane Hollenbach
Administrator/Secretary/Treasurer