

**THE TOWNSHIP OF GREENWICH
BOARD OF SUPERVISORS
MINUTES OF THE MONTHLY MEETING
Monday, April 7, 2014**

CALL MEETING TO ORDER / PLEDGE OF THE FLAG:

Members of the Greenwich Township Board of Supervisors met for the regular monthly meeting on Monday, April 7, 2014, in the Township Building. Chairman Victor M. Berger called the meeting to order at 7:30 p.m. with members Jacqueline Hollenbach and Harry Hoppes present. Also in attendance were Solicitor Chad Lubas, Engineer Dennis Smaglinski, Zoning Officer John Stine and Secretary/Treasurer Joni McPike.

ANNOUNCEMENT:

Chairman Berger informed the audience that this meeting is being recorded principally to aid in the preparation of the Minutes and for such other purposes as the Board sees fit. For that reason, each person wanting to give any comments during this meeting, please state his or her name and address for the record, and address your comments to the Board of Supervisors.

Chairman Berger informed the audience that the Township Office will be closed on Monday and Tuesday, April 14th and 15th, 2014 due to employee training.

APPROVAL OF MEETING MINUTES:

Reading of the Minutes of the February 3, 2014, Regular Meeting was waived since copies of the Minutes were distributed before the meeting. On motion by Supervisor Hollenbach, seconded by Supervisor Hoppes, and approved by all members, the Minutes are accepted as presented.

PLANS TO REVIEW:

Williams-Lot 2 Component 1 Planning Module; Engineer Smaglinski gave a brief overview of the original project; on motion by Supervisor Hoppes, seconded by Supervisor Hollenbach, and approved by all members, the Board approved the signing of the Module as presented.

Scattered Acres – Sketch Plan for Record; Bill Beitler presented the plan. Engineer Smaglinski discussed the conditions the Planning Commission recommended at their meeting on March 31, 2014. Issues of concern are the driveway, rear field access, and receipt of the non-building waiver form for sewage planning. Supervisor Hollenbach suggested putting a note on the plan showing Lot 2 as farmland only, and if it would be proposed as a building lot, driveway requirements will need to be met. The Board of Supervisors recommended this plan to go back to the Planning Commission at their next meeting on Monday, April 28, 2014.

Folino Estate Winery – Preliminary/Final Plan: Developer Marco Folino and Robert Hain of Berks Surveying & Engineering, Inc., presented the plan. Discussion was held regarding PennDot's I-78 project and their storm water basins, Engineer Smaglinski stated he has addressed this issue in his review letter. Engineer Smaglinski mentioned that this plan has gone through the Planning Commission at their meeting on March 31, 2014. It was reviewed only to make recommendations on the following eleven waivers, and for the Board of Supervisors to act on these waiver requests so that the plan can continue accordingly: Section 305–Preliminary; Section 401.1–Drawing scale; **Section 516–Traffic Study;** Section 517–Impact Studies; **Section 602.2–Cartway (Old Route 22) paving;** Section 602.3–Curbing; Section 602.4 Sidewalks; Section 602.9 D-ROW monuments; Section 603.1–Street lights; Section 603.2–Street trees; Act 167, Section 305.A.2.a–The reduction of the required separation between the bottom of the BMP and the limiting zone; Ponds 1 & 4; waivers not required. Pond 2 & Pond 3; it was recommended to approve these waivers. On motion by Supervisor Hollenbach, seconded by Supervisor Hoppes, and approved by all members, to approve the waivers with acceptance to waivers **Section 516 & 602.2**, as presented. Engineer Smaglinski addressed the issue of the two proposed lighted signs out front as zoning only allows for one. They have to send their previous special exception back to the Zoning Hearing Board due to the zoning hearing decision requirement that they either obtain a zoning permit or show significant progress with in six months of the date of the decision, which they did not do. Solicitor Lubas stated that they should apply to be placed on the next Zoning Hearing Board's agenda to seek a variance for the second sign.

Wayne and Barry Yenser – Amend Township Zoning Ordinance; Mark Malkames, attorney, with Wayne Yenser and Barry Yenser, presented a letter proposing to amend the Zoning Ordinance to allow warehousing as a permitted use in the Commercial Zoning District. Discussion was held regarding the original use in the zoning ordinance and the change being proposed. The Board recommended that, if added, this use be permitted through the Conditional Use process, and be brought before the Board of Supervisors accordingly. A revised draft of the Commercial District will be presented to the Board of Supervisors at their next meeting scheduled on May 5, 2014.

HEARING VISITORS & PUBLIC COMMENT:

Troy Arndt, Fire Chief of the Kutztown Fire Company; came before the Board of Supervisors to request the release of \$13,640.81 from the Fire Tax account for Kutztown Volunteer Fire Company, and to make payable to and send directly to Kutztown Borough for the 2nd installment payment for the Berks County radio system. The Board requested a letter from the Kutztown Volunteer Fire Company explaining this payment request, and when the payment is processed by the Township, to include a letter requesting a return receipt of payment for the Township records. On motion by Supervisor Hoppes, seconded by Supervisor Hollenbach, and approved by all members, to approve the release of \$13,640.81 from the Township Fire Tax Fund and be paid directly to Kutztown Borough on behalf of the Kutztown Volunteer Fire Company for the radios.

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Charles Craig, resident re: signs and guide rails along Old 22, and graffiti problems; Mr. Craig did not attend the meeting therefore nothing was discussed.

Mr. Arnold Needham, 27 Sunrise Blvd, Lenhartsville; Mr. Needham expressed serious concerns about how loud Jake brakes are being used along Route 737. He is requesting the Township to post no Jake Brake signs. He stated he has contacted Senator Knowles and was told that this prohibition on a state road has to be posted by Township or Borough. Supervisor Berger stated he would contact Mr. Knowles to look into this and will follow up with PennDot.

Mary Duh, a resident affected by the Zettlemoyer Bridge closure; Ms. Duh thanked the Road crew for the great job in taking care of keeping the dirt road open this winter. Ms. Duh then read a letter she is submitting to the Board describing hardships to her property due to this year's weather conditions and contractors not being able to get to her property due to the road situations and bridge closure. Ms. Duh questioned the status of fixing the bridge, fixing the road, where the residents stand and the options currently on the table and timeline for resolution? Supervisor Berger said discussion about Zettlemoyer Bridge is coming up shortly under Old Business. Ms. Duh also stated a suggestion to put up mirrors on the "S" curves of the road. Engineer Smaglinski stated that Municipalities are not allowed to install mirrors on roads; however, residents may install them for personal use.

George Kraynek, 137 Pheasant Drive, Highland Estates; commented about the bad road conditions on Old Route 22. Roadmaster Follweiler stated they are in the process of cleaning the roads to get ready to blacktop; however, due to current weather conditions, it has been tough to keep the roads clean.

Resident Complaint; Trayce Kirlin, 10 Bower Rd; Mr. Fred Kirlin addressed the Board on behalf of his wife Trayce, to discuss the complaint and pictures filed with the Township regarding excessive amount of trash and tires in neighbor's yard located at 1496 Route 737. Supervisor Berger also stated he had received another complaint regarding this property earlier that day. Additional discussion was held about this property being a part of the PennDot I-78 project. The Board directed the complaint to the Zoning Officer to look into.

OLD BUSINESS:

Employee Policy Manual; Supervisor Berger stated that there are many items to look at and more time is needed to review this policy manual. The Board discussed having workshop meetings specifically to go over this policy. The Supervisors will look at their schedules and come back with workshop meeting dates.

Zettlemoyer Bridge; Supervisor Berger stated he has exhausted all his communication avenues to resolve this matter. He expressed serious concerns about the conditions affecting Long Road, and safety concerns for the Fire Companies and Emergency Services needing to have access to the Residents. Berks County had previously given the Township some options; however, the Township feels they are under pressure to select one of those options, even though the options offered are not in the Township's best interest especially for the residents affected by the use of the bridge. Supervisor Berger stated the Kutztown School District will be supplying a letter to the Township regarding their concerns about students walking on the bridge; in addition, resident Mary Duh has supplied a letter to the Township of her concerns as well. The Board feels that strong legal communication with the County is needed at this point, and has directed Solicitor Lubas to contact Commissioner Barnhardt to set up a meeting to discuss the Township's serious concerns about the Zettlemoyer Bridge issue.

I-78 Offer letters & donation value for the properties relating to the easement interest underlying Zettlemoyer Road; Audrey Gerginski, an Interstate Acquisition Services Consultant representing PennDot, asked for the Township's answer to PennDot's request to donate the Township's portion of the underlying easement of Zettlemoyer Road back to PennDot to alleviate the Township from having to vacate the street. The Board of Supervisors has stated they are not going to donate their money portion to PennDot. Due to the Board's decision, Ms. Gerginski then submitted documents pertaining to PennDot rescinding the original offer; the documents were then directed to the Solicitor for review.

Employee Harry Hoppes – retirement update; Harry gave a brief update letting the Board know that his last day of being a full time road crew worker will be Wednesday, April 16, 2014, and he will be completing the balance of this month (to April 30, 2014) with his available vacation time.

NEW BUSINESS:

Resident Complaint; Trayce Kirlin; discussion for this topic moved up under public comment.

Virginville Fire Company; request to release \$6,500.00 from their fund account; On motion by Supervisor Hollenbach, seconded by Supervisor Hoppes, and approved by all members, to approve the release of \$6,500.00 from the Virginville Fire Company portion of the Township Fire Tax Fund as requested.

Wayne and Barry Yenser – Amend Township Zoning Ordinance; discussion for this topic moved up under Plans to Review.

Berks County Dept of Emergency Services Resolution for the Hazard Vulnerability Assessment & Mitigation Plan; this item was tabled, and the documents were directed to Solicitor Lubas for review.

Berks County Board of Elections; Polling Place Agreement for this year's elections; On motion by Supervisor Hollenbach, seconded by Supervisor Hoppes, and approved by all members, the Board directed Secretary McPike to fill out and sign the agreement on behalf of the Township.

Berks Surveying & Engineers; letter from Bruce Rader re: County Land Use Letter for Marco Folino; the Board directed Engineer Smaglinski to complete the forms and return them to Berks Surveying & Engineers, on behalf of the Township.

Kozloff Stoudt – Greenwich Commons South Escrow bill #148396, for \$70.00; The Board authorized the bill to be processed and the charges to be applied towards Greenwich Commons South escrow account.

C.M High, Inc. – bill #9622649 for \$7,230.70, for work done on the generator; the Board authorized payment of this bill and to come out of the Capital Purchase budget account.

McMahon Transportation Engineers & Planners re: Greenwich-Lenhartsville Elementary Flashing Warning Device Permit Plan; Discussion was held regarding if this issue even belongs to the Township since the road these lights are on is on a state road. The Board then directed Engineer Smaglinski to look into this with McMahon and complete the forms on behalf of the Township.

Secretary request to attend Municipal Secretaries Meeting with fee of \$10.00; on **motion** by Supervisor Hollenbach, seconded by Supervisor Hoppes, and approved by all members, Secretary McPike is allowed to attend the Municipal Secretaries meeting on Wednesday, April 9, 2014.

Secretary request to deposit Fire Tax checks into Wells Fargo Bank General Fund Sweep Account; The Board gave approval for the Secretary McPike to start depositing the Fire Tax checks received from the Tax Collector, into the Wells Fargo General Fund sweep account and electronically transfer these funds into the PLGIT Fire Tax Fund account accordingly.

Auditor's Report; performed by France, Anderson, Basile & Company for Greenwich Township funds year 2013; Secretary McPike stated that this audit report has been advertised due to the deadline. Signatures are not required on this report. The Board then acknowledged receipt of this audit report for the Township for year 2013.

Increased Employee Dental Insurance premiums vs budget amount; on **motion** by Supervisor Hollenbach, seconded by Supervisor Berger, and approved by all members, approving payment by the Township for the new Dental insurance plan premiums.

REPORTS:

Emergency Management Coordinator: Harry Hoppes stated nothing to report

Zoning Officer: John Stine presented the Zoning Officer's report for March 2014; on **motion** by Supervisor Hoppes, seconded by Supervisor Hollenbach, and approved by all members, the report was accepted as presented.

Roadmaster; Bobby Follweiler reported that this year they are going to bid out the aggregate and blacktop materials with Maxatawny Township, and he is waiting to hear when the bids will be opened so he can be there; Bobby asked the Board to get back to him next month with an established dollar figure amount that allows him to make purchases for equipment and supplies as needed and he does not have to wait till a meeting for approval; Bobby expressed the need to purchase a set of pallet forks and supplied quotes to the Board for review; on **motion** by Supervisor Hoppes, seconded by Supervisor Hollenbach, and approved by all members, approval was given for Bobby to purchase the 5500 lb version set of pallet forks. Bobby then stated he also needed some pallet racking; on **motion** by Supervisor Hollenbach, seconded by Supervisor Hoppes, and approved by all members, approval was given for Bobby to spend up to \$700.00 for pallet racking. Both purchases to come out of the Capital Purchase budget account. Bobby then gave a brief description of the damage to the Mack truck caused by a recent accident, and said the insurance claim has been processed and claim check was received, and he is now asking the board for approval to go ahead and get the truck fixed. On **motion** by Supervisor Hollenbach, seconded by Supervisor Hoppes, and approved by all members, approval was given for Bobby to get the truck fixed. Bobby has researched diesel fuel prices and found that between Elite, Countryside and Bernville, that Bernville is the better choice for the Township, and suggests we stay with Bernville; Bobby gave an update of a meeting he had today with Bruce Bubster of PennDot about the Road Swap matter. Added discussion was held by the Board regarding the road swap issue and the concerns that the Township has about the conditions of the roads and bridges involved, and will wait and see what PennDot comes back with. Bobby named the roads he is going to oil and chip this year: Wessner Road, Deer Run Road and some of Lutz Road, and he is working with Joni to put together the information for the bid package, and for the Board to approve advertising at their next meeting.

Solicitor Lubas; reported he drafted a letter to the Bauschers, and it will go out tomorrow. It stated they have 30 days to comply. Regarding Debra Day, he has had no luck getting in touch with her, he suggests keeping an eye out on the property for activity, and if they did move then they are compliant. Solicitor Lubas will keep calling to see if there is any daily activity.

Engineer Smaglinski; stated that the Township has zero involvement with the Flashing Light change at the Elementary School and suggests contacting Barbara Richards at the Elementary school and see what information is needed from the Township; Discussion was held about the Yenser zoning request and references to the amendment.

FINANCIAL MATTERS:

Approval of Escrow release request: None at this time

Approval of bills & transfers: On **motion** by Supervisor Berger, seconded by Supervisor Hollenbach, and approved by all members, the bills and transfers totaling \$65,620.41, are ordered to be paid as presented for the period of 03/04/14 to 04/07/14.

Treasurer Reports for Months Ending February 2014 & March 2014: on **motion** by Supervisor Hoppes, seconded by Supervisor Hollenbach, and approved by all members, the Treasurer's Reports are accepted as presented, subject to audit.

CORRESPONDENCE TO ACKNOWLEDGE:

*AECOM – I-78 project; Post-Construction Storm water Management Submission & Notification for Permit Application

5 binders and permit documents are in the Township Office for review

*Invite from the Berks County office of Commissioners & Berks Municipal Partnership co-hosting a breakfast meeting.

*Auditor General Pension Plan Audit for Years: 2011 to 2013; letter from Brian Borsevich, Auditor General's Office

***The above items are for information purposes only no action was taken.**

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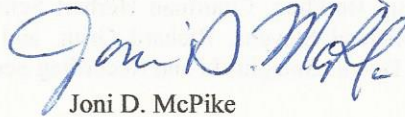
EXECUTIVE SESSION:

The Board of Supervisors went into executive session from 6:50p.m. until 7:20p.m. to discuss personnel matters.

ADJOURNMENT:

On motion by Supervisor Hollenbach, seconded by Supervisor Hoppes, and approved by all members, the meeting was adjourned at 11:08p.m.

Respectfully submitted,



Joni D. McPike
Secretary/Treasurer