

**THE TOWNSHIP OF GREENWICH
BOARD OF SUPERVISORS
MINUTES OF THE MONTHLY MEETING
Monday, July 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, July 7, 2014, in the Township Building. Chairman Victor Berger called the meeting to order at 7:30 p.m. with members Jacqueline Hollenbach and Harry Hoppes present. Also in attendance were Solicitor Dan Becker, Engineer Dennis Smaglinski, Zoning Officer John Stine and Secretary 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.

APPROVAL OF MEETING MINUTES:

Reading of the Minutes of the June 2, 2014, Regular Meeting was waived since copies of the Minutes were distributed before the meeting. On **motion** by Supervisor Hoppes, seconded by Supervisor Hollenbach, and approved by all members, the Minutes are accepted as presented and the tape recording ordered to be erased.

PLANS TO REVIEW:

Folino Estate Winery–Preliminary/Final Plan-address one outstanding waiver request: Engineer Smaglinski stated that at the last Board of Supervisors meeting, the traffic study and cartway widening were discussed. The Traffic study and recommendation that no turning lane was necessary were accepted with the condition that a sealed and signed copy be submitted to be official. As part of the Board's acceptance of the abbreviated Traffic study, Engineer Smaglinski recommended that the previously requested waiver of SALDO Section 602.2 – Cartway paving be addressed for the minutes. On **motion** by Supervisor Hollenbach, seconded by Supervisor Hoppes, and approved by all members, to grant waiver of SALDO Section 606.2-Cartway paving. The Applicant was not represented at the meeting.

Interstate Collision Center (Dean Bruno) – Sketch Plan: recommendation for action: Solicitor Becker stated that there is a sketch plan pending and no official action has been taken. In this case, there are 75 days from the date the sketch plan was filed to take action, and 15 calendar days after the Planning Commission meeting to issue an opinion as to what they can do next. Solicitor Becker stated a letter would be sent by their office stating that this plan submission may move to the preliminary plan stage; however, the letter will clarify all the requirements necessary to comply with the SALDO and Zoning Ordinances.

George Estate Minor Subdivision – Final Plan submission: Engineer Smaglinski discussed the plan and the following nine waiver requests under SALDO sections; 305-Preliminary Plan Review; 401.1-Drawing Scale; 602.1-Street Grading; 602.2-Cartway Paving; 602.3-Curbing; 602.4-Sidewalks; 602.9-Street Right-of-Way Monuments; 603.1-Street Lights and 603.2-Street Trees. Engineer Smaglinski stated that the Planning Commission, at its June 30, 2014 meeting, recommended conditional plan approval and recommended granting all nine of the waivers. On **motion** by Supervisor Hollenbach, seconded by Supervisor Hoppes, and approved by all members, to grant all nine waivers of the George Estate Minor Subdivision. The plan will come before the Board of Supervisors for consideration of final approval after outstanding issues have been satisfied. The Applicant was not represented at the meeting.

Monthly Subdivision & Land Development Plan Status Report: Report was reviewed; discussion was held regarding upcoming dates and deadlines for active plans. All dates are satisfied, and monitoring of this report will continue. No action was taken.

HEARING VISITORS & PUBLIC COMMENT:

Gerald Peters, President Lenhartsville Borough Council – re: Penn Street Bridge: Supervisor Hoppes stated the Penn Street Bridge is closed, and Mr. Peters is working with PennDot to get it re-opened with a one (1) lane and one-way option with a weight limit from 1,500 lb. to 3,000 lb. Mr. Peters is asking for the Board's support in his efforts in getting the Penn Street Bridge opened with the one-way, one-lane option. The Board stated they did not see any problem with Mr. Peter's request. Supervisor Hoppes will get back to Mr. Peters, and additional information will be supplied later.

Cyndi Kershner, 46 Zettlemoyer Road; she is following up on her concerns about the issues she brought up last month. Specifically to the overnight parking at the diner: Zoning officer Stine discussed provisions of the ordinance that would prohibit and/or would have any bearing to the trucks being parked at the diner. Discussion continued about the traffic in and out of the Diner, and the tall grass issue. The Board directed Zoning Officer Stine to send a letter to the property owner identifying these two ongoing issues and remind them that they are required to maintain their property, and if nothing is done the Township can take action to place a lien on the property.

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OLD BUSINESS:

Employee Policy Manual-set up workshop meeting(s) and authorize Secretary to advertise. Tabled till next month

Bauscher Agreement – Determine escrow funds to be released: Secretary McPike presented a memo to the Board pointing out sections of the agreement pertaining to the escrow fee. Also noted is an amount of \$830.00 for only the Solicitor charges incurred, which surpass the Bauschers' escrow deposit of \$500.00. No Engineer fees were calculated into the total at this time. The Board directed Secretary McPike to send a letter to the Bauschers and include a summary of the Solicitor and Engineer charges and inform them that there will not be any escrow refund released due to the charges incurred on behalf of their agreement surpasses their escrow funds.

Employee Health/Dental Insurance – Update to other Insurance options from Benecon: Secretary McPike informed the Board that Benecon supplied contact information for another insurance agency. They were contacted and the necessary information has been submitted. When the quote is returned, it will be presented to the Board for review.

NEW BUSINESS:

Discuss rescheduling the August 4, 2014 Board of Supervisors meeting due to lack of quorum; On **motion** by Supervisor Hollenbach, seconded by Supervisor Hoppes, and approved by all members, to reschedule the Board of Supervisors meeting from Monday, August 4, 2014 to Tuesday, August 12, 2014 at 7:30pm, and authorized Secretary McPike to advertise.

Temporary Mobile Home Renewals: Tabled to next meeting

Employees' (6) month evaluations – Bobby Follweiler & Joni McPike: Discussed under executive session

Township Budget vs Actual – expenditure differences & recommended adjustments: Tabled to next meeting

Emergency Management Coordinator for the Township: Discussion was held regarding finding someone who would be interested in the position, and the possibility of this being a paid position. Supervisor Berger asked the audience if there was anyone interested in the position. Supervisor Hoppes also described certain situations and necessary training involved for this position. Resident Joe Sells spoke up as possibly having an interest. An Emergency Management Coordinator job description was then supplied to Mr. Sells for his review.

Zoning Ordinance Amendments – Comment letter from Berks County Planning Commission: Discussion was held regarding several items of suggestion to change and/or include in our Zoning Ordinance. Now is the time to make any changes as we are currently updating the Zoning Ordinance. The Board instructed Engineer Smaglinski to make the amendment changes and present them to the Board at their next meeting. On **motion** by Supervisor Hoppes, seconded by Supervisor Hollenbach, and approved by all members, to authorize Engineer Smaglinski to incorporate the changes discussed from the Berks County Planning Commission review letter dated June 10, 2014.

Not picked up/Unpaid Building & Zoning permits – J. Wolfe #B1409 issued: 4/14/14 & J. Sells #B1412 issued: 5/5/14: Secretary McPike asked the Board for advisement regarding these two building permits that have not been picked up nor paid for, and they are over 60 days old. Zoning Officer Stine stated they are not valid until paid for. Discussion was held about permit fees incurred by the Township, as well as the possibility of changing our fee schedule to add a permit deposit fee due prior to processing of any permit application. The Board asked Zoning Officer Stine to bring examples of permit fee schedules to the next meeting. These two permits are considered active but not valid until paid for.

REPORTS:

Roadmaster: Bobby Follweiler – would like to recommend that the Board reject the Blacktop portion of the bids and that we stay with Costars due to the small amount left to purchase and trucking costs to pull from either plant (Eastern or Breneman). On **motion** by Supervisor Hollenbach, seconded by Supervisor Hoppes, and approved by all members, to reject the Asphalt portions of the Road Material bids from Eastern Industries and E.J. Breneman. Bobby stated Martin Paving would start the oil & chip project around the end of this month. Discussion was held regarding posting of the signs prior to the oil and chip project, and how long to keep them up. They are going to start cleaning roads to get ready for oil and chip next year; they have finished mowing and are keeping up with maintenance.

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

Solicitor: Daniel Becker informed the Board that he had met with Commissioner Barnhardt and Ryan Hunter, both from the County, and discussed the options presented to the Township regarding Zettlemoyer Bridge. The County views the bridge not to be necessary; however, they are willing to spend some money on either fixing the Bridge or trying to fix some of the road issues to make it more accessible using Long Road. Solicitor Becker continued to talk about the County's idea for a better solution for the Bridge, and the Township's concerns about safety and agricultural areas. Solicitor Becker further discussed the financial issues involved that the County expressed towards the options to re-open the Bridge. The County is willing to spend money on the roads, with specifics to certain options and costs involved. **Resident Susan Ensinger, of Long Road**, expressed her concerns regarding Zettlemoyer Bridge; and what is going to be done to get it fixed, and/or having the Bridge condemned. The Board directed Solicitor Becker to go back to the County Commissioners to discuss the option of a one-lane bridge to accommodate a 30-Ton vehicle, and report back to the Board.

Engineer - Dennis Smaglinski – Nothing to report

FINANCIAL MATTERS:

Approval of Escrow Release request: None at this time

Approval of bills & transfers: On **motion** by Supervisor Hoppes, seconded by Supervisor Hollenbach, and approved by all members, the bills and transfers totaling \$317,478.48, were ordered to be paid as presented for the period of 06/03/14 to 07/07/14

Treasurer Report for Months Ending June 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 FOR ACKNOWLEDGE:

Williams – Lot 2 Component 1 Planning Module “Second submission” – No signature required. Comments were addressed, modules resent to DEP: The Board acknowledges receipt of this report. This item is for information purposes only, therefore no action was taken.

EXECUTIVE SESSION:

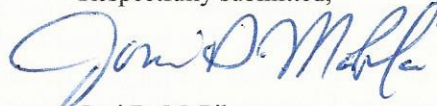
The Board of Supervisors went into executive session from 8:56p.m. until 9:56p.m. to discuss litigation and personnel matters.

Employee Bobby Follweiler (6) month evaluation: On **motion** by Supervisor Hollenbach, seconded by Supervisor Hoppes, and approved by all members, Bobby Follweiler will receive a \$0.75 per hour raise increase effective July 1, 2014; the end of his six month evaluation period as Township Roadmaster.

ADJOURNMENT:

On **motion** by Supervisor Hoppes, seconded by Supervisor Hollenbach, and approved by all members, the meeting was adjourned at 9:58p.m.

Respectfully submitted,



Joni D. McPike
Secretary/Treasurer



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