

**THE TOWNSHIP OF GREENWICH
BOARD OF SUPERVISORS
MINUTES OF THE MONTHLY MEETING
Tuesday, October 14, 2014**

PUBLIC HEARING / PLEDGE OF THE FLAG:

At 7:05 p.m. Chairman Berger announced that this hearing is for the Proposed Zoning Amendments. Solicitor Becker then proceeded to state the hearing procedures and exhibits to be entered into the record. Solicitor Becker asked if there were any public comments; Mr. Jedehiah Wood of 341 Soursley Road, Lenhartsville, owner/operator of the Blue Rocks Family Campground, stood up and read a letter specifically regarding the Campground definition of the zoning amendments. Discussion followed regarding the campground's business activities. There being no further public comments from the floor, the hearing was closed and adjourned.

CALL MEETING TO ORDER / PLEDGE OF THE FLAG:

Members of the Greenwich Township Board of Supervisors met for the regular monthly meeting on Tuesday, October 14, 2014, in the Township Building. Chairman Victor Berger called the meeting to order at 7:39p.m. with members Jacqueline Hollenbach and Harry Hoppes present. Also in attendance were Engineer Dennis Smaglinski, Solicitor Daniel Becker, Zoning Officer John Stine, Roadmaster Bobby Follweiler and Secretary Joni McPike.

ANNOUNCEMENTS:

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 the week of Monday, October 20th to Friday, October 24th and will resume regular business hours on Monday, October 27th, 2014.

Action to the Zoning Ordinance Amendments:

Discussion was held regarding the campground definition of the amendments. On motion by Supervisor Hoppes, seconded by Supervisor Hollenbach, and approved by all members present, to enact the Zoning Ordinance Amendments as advertised striking the language used defining campground for purposes of this amendment. Zoning Ordinance Amendments #2014-01 is hereby enacted. The Board of Supervisors will continue to look at the campground definition and request Mr. Wood to provide additional information to assist in crafting that definition for future amendment.

APPROVAL OF MEETING MINUTES:

Reading of the Minutes of the September 8, 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 present, the minutes are accepted as presented and the tape recording ordered to be erased.

PLANS TO REVIEW:

Interstate Collision Center (Bruno) Lenhartsville Property2 LDP3 – Revised Preliminary/Final Plan: Developer Dean Bruno present. Discussion was held regarding the plan status and documents yet to be submitted to the Township for final consideration. On motion by Supervisor Hollenbach, seconded by Supervisor Hoppes, and approved by all members present, for conditional Final approval subject to the Solicitor's and Engineer's reviews of the municipal improvements agreement; financial security agreement and stormwater operations and maintenance agreement and the posting of the necessary financial securities. Mr. Bruno was instructed to submit his original bond to the Township.

Dean & Dena Bruno – Wessner Property2 – SDV1 - Sketch Plan – Driveway waiver request (9/29/14 letter from Berks Surveying & Engineering, Inc.) Mr. Robert Hain of Berks Surveying & Engineering, Inc. was present on behalf of Mr. & Mrs. Dean Bruno, the developers. Mr. Hain discussed the matter for the driveway waiver request to permit the maximum driveway grade to be 15 percent. Discussion was held in regards to compliance with the requirements. On motion by Supervisor Hoppes, seconded by Supervisor Hollenbach, and approved by all members present, to not grant the driveway waiver request.

Folino Estate Winery – Preliminary/Final Land Development Plan – Time extension deadline: 12/1/2014: Developer Marco Folino present. Mr. Folino submitted his stormwater operations agreement along with the required escrow monies of \$2,500.00 and his improvements agreement. He stated he is waiting to receive his letter of credit from his bank, and will submit it to the Township upon receipt. In the meantime Mr. Folino requests conditional Final approval to start the site work for his project before winter sets in. On motion by Supervisor Hollenbach, seconded by Supervisor Hoppes, and approved by all members present, for conditional Final approval subject to the Solicitor's and Engineer's reviews of the stormwater operations and maintenance agreement; municipal improvements agreement; letter of credit, and the posting of the necessary financial securities. Mr. Folino then submitted his building permit applications to Zoning Officer John Stine. Solicitor Becker asked for additional information pertaining to Mr. Folino's Ag Security application for this property. Engineer Smaglinski commented that the property requirements were appropriate. Discussion was held regarding the commercial requirements for entering into Clean

and Green. On **motion** by Supervisor Hoppes, seconded by Supervisor Hollenbach, and approved by all members present, to accept the application for admission into the Ag Security area.

Monthly Subdivision & Land Development Plan Status Report: Report was reviewed, and all dates are satisfied. Monthly monitoring of this report will continue. No action was taken.

HEARING VISITORS & PUBLIC COMMENT:

Susan Ensinger, 253 Long Road asked about additional information regarding **Zettlemoyer Bridge**; Solicitor Becker gave comments as to the status of information at this time and stated there is nothing new to report. He will look into it and report back to the Board accordingly.

Complaint: Caitlin Keim, of 1563 Old Route 22, apt 13 re: white Apartment Building not up to codes: No one was present. Zoning Officer John Stine was instructed to look into this and report back to the Board accordingly.

Josh Golomb, of RK&K re: talk about the School Flashing Signal: Mr. Josh Golomb, representative from PennDot, came before the Board to discuss the matter of the School Flashing Signal along Route 737. Discussion was held regarding the necessary forms and resolution received from PennDot that require the Board's signatures, and maintenance matter for the flashing signal. Solicitor Becker stated that once the Township receives the executed maintenance agreement and proper documents for the flashing signal from the School District; the Board of Supervisors will agree to sign the TE-160 form, flashing signal and permit plans and execute the resolution for the flashing signal, as requested by PennDot.

OLD BUSINESS:

Action to adopt Zoning Ordinance Amendments & discussion to prepare new Zoning Ordinance book: action was taken and recorded earlier in the meeting. The Board agreed to hold off on preparing the new books until the campground definition is finalized. The new ordinance will be posted to the Township's website.

Discuss revised School Flashing Signal plans and adoption of resolution – signatures required: Discussion was held earlier in the meeting.

Employee Policy Manual (this topic to be included for discussion within the 2015 budget workshop(s)): the Board agreed to discuss this item during the 2015 Budget workshop meeting.

2014 Township Budget expenditure differences & recommended adjustments: Secretary McPike presented the report and gave brief overview for the Board's consideration. Discussion was held regarding the impact of this year's winter maintenance costs. This report was for informational purposes only, therefore no action was taken.

Employee Health Insurance update: Secretary McPike informed the Board that upon several communication attempts with the representative recommended by Benecon; no insurance premium information has been received as of today. The Board will be kept informed as new information comes in.

NEW BUSINESS:

Employee's 4-month evaluation – David Kistler: to be discussed in executive session

2015 Budget workshop date(s) - set up workshop date(s) and authorize Secretary to advertise: The Board set the date for the 2015 Budget workshop to be Wednesday, November 26th 2014 at 8:00am, and included the 2014 Year End Close Out meeting date for Monday, December 29th 2014 at 8:00am, and instructed Secretary McPike to advertise both meetings.

Auditing firm – Review proposals for auditing services for the 2014 Township & Tax Collector Records: The Board reviewed a list of proposals. On **motion** by Supervisor Hollenbach, seconded by Supervisor Hoppes, and approved by all members present, that France, Anderson, Basile and Company, P.C. have been appointed the Township Auditors and will audit the Township records and Tax Collector records for year ending 12/31/2014, and have approved and accepted the three (3) year term of the proposal stating that the rates will remain the same for each year.

Secretary request to attend Municipal Law Forum (municipal training) on 10/29/14, presented by Kozloff Stoudt Attorneys: the Board denied this request. No action was taken.

Tax Collector request for Exoneration of collection of Per Capita Tax totaling \$165.00 for the Township: On **motion** by Supervisor Hoppes, seconded by Supervisor Hollenbach, and approved by all members present, to approve the request for exoneration for the collection of Per Capita Tax totaling \$165.00.

REPORTS:

Roadmaster: Bobby Follweiler: starting the process of getting ready for winter, finishing with mowing and leaf cleanup. He did receive prices from engineering firms for the assessment of Old Route 22, and is still waiting for a proposal from Great Valley Consultants. Supervisor Berger discussed communication he had with Weisenburg Township, and once all the numbers are in, we are to review them and make recommendations, and then Weisenburg will review them and do the same. Proposed cost to each Township will be based on miles within each Township.

Zoning Officer: John Stine presented the Zoning Officer's report for September 2014. Discussion was held regarding a zoning issue for property at 179 Knittle Road. John stated that they sent first class and certified mailings to this property address, and the certified mailing came back, however the first class mailing has not. The Board instructed John to post the notice of violation to the property owner's door and then see if any communication is received by the next meeting. On **motion** by Supervisor Hollenbach, seconded by Supervisor Hoppes, and approved by all members, the Zoning Officer's report was accepted as presented.

609358

Solicitor: Daniel Becker informed the Board that he has two matters to talk about. One matter will be discussed in executive session because it deals with potential litigation, and the other matter is to inform the Board that an application for an Agricultural easement for Larry and Patricia Bauscher, has been received. No action was taken.

Engineer: Dennis Smaglinski discussed how the plans were prepared and submitted for both Bruno's and Folino's land development plans. Solicitor Becker gave comment about information pertaining to subdivision and land development processes and procedures listed in the MPC. Discussion was held regarding the escrow fee requirements and future review processes. Suggestions were made that our SALDO needs updating. Engineer Smaglinski discussed the David Charles driveway permit application and the situation involved, and asked if certain building permitting allowances can be made due to the apparent loan company demands. John Stine suggested a procedure that would not involve a premature building permit, but rather a letter advisory that a permit has been prepared but will not be issued until the Township's driveway requirements have been satisfied. The Board recommended that we proceed using John's procedure.

FINANCIAL MATTERS:

Approval of Escrow Release request: On **motion** by Supervisor Hollenbach, seconded by Supervisor Hoppes, and approved by all members present, escrow refunds totaling \$581.25 are approved for release and payment to be processed accordingly.

Approval of bills & transfers; On **motion** by Supervisor Hollenbach seconded by Supervisor Hoppes, approved by all members, the bills and transfers totaling \$223,838.12, and were ordered to be paid as presented for the period of 09/09/2014 to 10/14/2014.

Treasurer Report for Month Ending September 2014: On **motion** by Supervisor Hoppes, seconded by Supervisor Hollenbach, and approved by all members, the Treasurer's Report is accepted as presented, subject to audit.

EXECUTIVE SESSION:

The Board of Supervisors went into executive session from 9:31p.m. until 11:25p.m. to discuss personnel and possible litigation matters.

Employee David Kistler (4) month evaluation: On **motion** by Supervisor Hollenbach, seconded by Supervisor Hoppes, and approved by all members, David Kistler will receive a \$0.75 per hour raise increase effective October 2, 2014; the end of his four month evaluation period as Township Roadcrew member.

Kline request for extension to file appeal: On **motion** by Supervisor Hollenbach, seconded by Supervisor Hoppes, and approved by all members present, to reject the Kline request for extension to file an appeal to the Zoning Officer's determination to deny their permit application.

CORRESPONDENCE TO ACKNOWLEDGE:

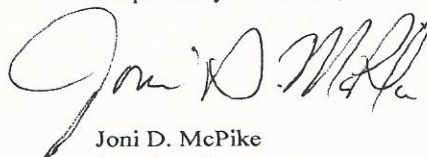
Home Occupation Permit Application denial letter dated 9/15/14 for Dennis Kline, 321 Blue Rocks Road, Greenwich Township
 SALDO Plan withdrawn (Bruno) ICC Lenhartsville Property LDP1 Letter received 9/18/14 from McTish, Kunkel & Assoc.
 SALDO Plan withdrawn (Bruno) ICC Wessner Property LDP2 Letter received 9/18/14 from McTish, Kunkel & Assoc.
 Kutztown Community Library 2013 Annual Report and 2015 list of Board Members
 Berks County Conservation District letter dated 9/25/2014 - regarding E&SC Plan for Interstate Collision Center
 Notice of Violation / Enforcement Notice – James P & Judith Deboer, of 179 Knittle Road, Greenwich Township
 SALDO Plan withdrawn – Greenwich Village SDV Letter received 9/30/14 from Mr. Rodolfo Folino, Developer

The Board acknowledges receipt of this letter. This item is for information purposes only, and therefore no action was taken.

ADJOURNMENT:

On **motion** by Supervisor Hollenbach, seconded by Supervisor Hoppes, and approved by all members present, the meeting was adjourned at 11:26p.m.

Respectfully submitted,



Joni D. McPike
 Secretary/Treasurer