

MINUTES OF THE REGULAR MEETING
April 5, 2023

Call to Order: The Regular Meeting of the Greene Township Board of Supervisors, held in the Municipal Building on Brink Hill Road, Greentown, PA, was called to order by Chair Justin Wittenbrader at 7:00pm, who led the audience with the Pledge of Allegiance.

Adopt Agenda: Mr. Wittenbrader made a motion to adopt the agenda. Mr. Krautter seconded; motion carried.

Action on Minutes: Mr. Krautter made a motion to approve the minutes of the Regular Meeting on March 1, 2023. Mr. Obert seconded; motion carried.

Announcement of Meetings: None.

In Attendance: Chairperson: Justin Wittenbrader, Supervisor: Gerald Obert, Supervisor: Barry Krautter, Secretary: Amanda Seagraves, Treasurer: Sandra Oziemblo, Solicitor: Jeffrey Treat.

Visitors: MaryLou & Glenn Reilly – Observing.
Robert & April Hartman – Observing.
Marcia Folenta – Observing.
Mike & Merrilee Ulisny – SEO report. Mr. Wittenbrader gave them his copy of the report.
Donna Colby – Ms. Colby is concerned with the potholes on Creek Road. She stated they are very severe and she must drive around because she cannot travel that road. Mr. Wittenbrader said the township road crew has been working to fix all the potholes on all township owned roads. Mr. Obert explained that Creek Road was fixed from the top of the hill down to the bridge, and they plan to fix it again as they rotate through roads. Ms. Colby asked why PennDOT does not maintain Creek Road from Hemlock Grove Road to their facility since they travel that portion heavily and cause most of the damage. Mr. Obert said that is a good question.

Solicitor: Mr. Treat advised that he has been working on amendments for the Short-Term Rental Ordinance, based upon issues that are arising in other townships. Some concerns include the limit of only two (2) people per bedroom with no additional, the fact that young children are not accounted for in the ordinance, the heavy parking restrictions, and the structure inspection requirements. Mr. Treat had received a letter from a property owner whose residence is in violation of sewage regulations, and he asked the board for permission to send a letter to help remedy the situation. Mr. Wittenbrader made a motion to grant Mr. Treat permission to send such letter. Mr. Krautter seconded; motion carried. Ms. Colby asked about Home Owners Associations (HOAs) having a certain number of people allowed in a Short-Term Rental in their bylaws and Mr. Treat explained that HOAs bylaws are separate from the township's ordinance and regulate as they see fit. Mr. Obert asked how long the township should wait to amend the current ordinance. Mr. Treat recommends waiting until mid-year to see if more amendments are relevant. Mr. Hartman stated that he lives next door to a home that was a Short-Term Rental and there were constantly problems with the renters shooting off fireworks all the time and causing a lot of noise from partying. He said it brought down the quality of living in our area for the full-time residents. Mr. Treat hopes an updated ordinance will help prevent some of those issues.

Road Report: Mr. Obert said that the road crew has been working hard to hand-fill potholes and then pack them in. It is the time of year when the frost comes out of the roads and keeps forming new potholes and the township is trying to keep up.

SEO Report: Report received from Glen Martin.

Code Enforcement Report: Report received from Edward Geisler. Mr. Obert expressed his concern with the violations that have been going on for months with no solution. He feels they need to be pursued, or dropped. Mr. Treat agreed that violations need to be pursued so violators don't think the township will just do nothing. The matter is tabled until the board can review the report more thoroughly.

Unfinished Business:

- a. **Act 167 Renewal of Broadhead McMichaels Creek** – Mr. Treat advised his office has been behind and he will send down the draft ordinance as soon as possible.

New Business:

- a. **CDL Training for Current Employees** – Mr. Wittenbrader made a motion for the township to pay for CDL Training for current employees to better perform their duties in exchange for a commitment to work for the township for at least three (3) years or reimburse the cost of training if they terminate employment in less than three (3) years, and for Mr. Treat to draft a contract to that effect. Mr. Obert seconded; motion carried.
- b. **Promised Land Fire**
 - i. **Vehicle Insurance** – At last month's meeting the board motioned for the township to cease covering the cost of Promised Land Volunteer Fire Company's vehicle insurance, effective May 1, 2023. After speaking with the insurance carrier, they were made aware that the policy is already paid in full until the end of the term, which concludes on June 14, 2023. Therefore, Mr. Wittenbrader made a motion for the township to cease paying the vehicle insurance policy, effective June 14, 2023, and then the fire company will be responsible for paying for the policy. Mr. Krautter seconded; motion carried.
 - ii. **Ancillary Events** – Mrs. Seagraves explained that per Resolution 07-05 the fire department is required to provide all ancillary events to the board of supervisors for their written approval at a meeting in order for volunteers to be covered under the workman's compensation. There is a sample resolution which can be adopted to ease this burden. Mr. Treat elaborated that the resolution would cover ancillary events, such as funerals, parades, and other non-firefighting activities that may come up last minute and cannot go through a meeting. The board will table the matter until they can review the resolution further. Ms. Folenta presented a letter from the fire department's president, Amy Walck, to attend a public service event on April 14, 2023 at Hemlock Grove Pre-School and provide fire prevention and safety. Mr. Wittenbrader made a motion to approve this event on April 14, 2023. Mr. Obert seconded; motion carried.
- c. **Municipal Building Window Replacement** – Mrs. Oziemblo explained that the township building is in need of new windows for the meeting room, SEO office, and secretary/treasurer office. She received numerous quotes for five (5) different window brands from three (3) different companies. It will be a total of four (4), double-paned, slider windows. The quotes are as follows: Simonton (Home Depot) = \$4,594.00; Anderson (Home Depot) = \$6,121.00; Pella (Lowe's) = \$3,848.00; Reliablite (Lowe's) = \$3,584.00; Provia (Window Depot) = \$2,840.00. Mr. Treat advised to choose a company and brand that are known to be reliable. Mr. Wittenbrader made a motion to accept the quote for Pella Brand Windows at \$3,848.00 from Lowe's, which includes a lifetime warranty. Mr. Obert seconded; motion carried.
- d. **Resolution 23-5 – Disposition of Public Records** – Mrs. Oziemblo would like to dispose of public records per the Municipal Record Retention Manual. The records are bids, insurance policies, bills paid, contracts, time cards, bank statements, payroll, and general funds from 1988-2012. Mr. Wittenbrader made a motion to adopt Resolution 23-5 and dispose of public records. Mr. Obert seconded; motion carried.
- e. **Township Monies – Transfer into CDs** – Township treasurer: Sandra Oziemblo, township supervisors: Justin Wittenbrader and Gerald Obert, and township auditor: Steven Nesco went to The Dime Bank to discuss transferring township monies into Certificate of Deposits (CDs) and Treasury Bills (T-Bills), since the bank only offers \$250,000.00 FDIC. Ms. Colby

asked if the CDs can be broken. Mrs. Oziemblo said no, CDs cannot be broken, but the T-Bills can be, if needed. Mr. Wittenbrader made a motion to invest \$1,000,000.00 into The Dime Wealth Management Broker Firm, for the purpose of investing in Treasury Bills and Certificate of Deposits, and to invest another \$500,000.00 into Certificate of Deposits held by The Dime Bank. Mr. Obert seconded; motion carried.

Adjournment: Mr. Obert made a motion to adjourn. Mr. Krautter seconded; motion carried. Meeting was adjourned at 7:53pm. The next regular meeting is scheduled for May 3, 2023.

Respectfully submitted,

Amanda Seagraves
Secretary/Alternate Treasurer