

MINUTES OF THE REGULAR MEETING
June 7, 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. Obert made a motion to adopt the agenda. Mr. Krautter seconded; motion carried.

Action on Minutes: Mr. Obert made a motion to approve the minutes of the Regular Meeting on May 3, 2023. Mr. Krautter seconded; motion carried. Mr. Krautter made a motion to approve the minutes of the Special Meeting, held on May 11, 2023, for the purpose of implementing a .5 mil tax for ambulance services, and regarding volunteer fire company activities. Mr. Wittenbrader 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: Mr. Wittenbrader announced that there will be a three (3) minute time limit for each visitor's comments. This time limit will be in effect for all meetings going forward.

Marcia Folenta – Observing.

Merrilee & Mike Ulsny – SEO report. Mr. Wittenbrader gave them his copy of the report.

Edward Geisler – Observing.

Pete Mulcahy – On behalf of Greene-Dreher Volunteer Fire Company, Mr. Mulcahy would like to request to review the Land Development Plans for the new boat storage building that was recently built by Lighthouse Harbor Marina on Route 507. They are concerned with the size of the building and the emissions from the boats that will be stored inside. Their biggest concern is the fact that there does not appear to be any ventilation in the building. If a fire were to occur, it would be devastating to local properties, as well as the storage building. Mr. Treat advised for the fire department to submit a written request to review the Land Development Plan. The board agreed to meet with the officers of Greene-Dreher Volunteer Fire Department upon receiving the request.

Denise & Robert O'Hara – Ms. O'Hara explained that they had submitted their short-term rental application to Preferred Management on May 22, 2023. Deirdre, from Preferred Management, advised her that it was submitted to the township on Thursday, June 1, 2023. Ms. O'Hara is looking for an update on the status of the application. Mr. Treat explained that once the application is received by the township, the Sewage Enforcement Officer performs his inspection. He advised her to reach out to Glen Martin for a status update.

Brian Nicholson – Mr. Nicholson is here on behalf of the Greene-Dreher Volunteer Fire Company's inquiry about the boat storage Land Development Plan.

Solicitor: Mr. Treat called an executive session at 7:07pm to discuss several legal matters. The executive session concluded at 7:24pm. Mr. Treat explained that he recommends Preferred Management to provide a monthly report to detail the status of short-term rental applications. Mr. Krautter made a motion to send a letter to Preferred Management requesting the submission of such a report from Preferred Management, which should include violations, missing application information, status updates, and other information that will allow the township to answer any residents' questions that may arise. Mr. Wittenbrader seconded; motion carried. Mr. Treat said he has received a second letter from Mr. and Mrs. Parker regarding their short-term rental application. He explained that their property was found to be converted into a multi-family home without conforming to state ordinances, which require updates such as fire walls, and without proper septic system evaluation. He sent them a certified letter detailing this information, but received no response. Now they sent another letter to him asking for clarification on why their short-term rental application was not approved. He would like the board's approval to write

another letter to the Parkers. Mr. Wittenbrader made a motion granting approval for Mr. Treat to write and send another certified letter to the Parkers outlining their violations. Mr. Krautter seconded; motion carried. Mr. Krautter said he would like to see the Sewage Enforcement Officer's report include which properties are short-term rental properties. Mr. Krautter made a motion for this information to be included in the report going forward. Mr. Wittenbrader seconded; motion carried.

Road Report: Mr. Obert said that the road crew has been mowing along the sides of the roads, putting modified down, grading roads, and filling potholes. Calcium is being applied to the dirt roads in front of houses. More ditch work needs to be done.

SEO Report: Report received from Glen Martin. See Solicitor.

Code Enforcement Report: Report received from Edward Geisler. Mr. Krautter noted that the report looks the same as last month.

Unfinished Business:

- a. **Act 167 Renewal of Broadhead McMichaels Creek** – Mr. Treat advised that he will send the township the legal ad for the township secretary to place in the Tri-County Independent.
- b. **Promised Land Volunteer Fire – Ancillary Events** – Mr. Obert asked Mr. Treat for clarification on adopting a new resolution to approve all ancillary events that Promised Land Volunteer Fire Department would participate in, and how that effects the current resolution, Resolution 07-05, that is in place. Mr. Treat explained that the board would make a motion to rescind the current resolution, then adopt the new resolution. Mr. Wittenbrader said he would like to just change the current resolution to require the fire department to provide a list of annual events to the board of supervisors, and submit written requests for all events that fall outside of a 25-mile radius of the fire station, for approval. Mr. Treat confirmed that it is acceptable to amend the current resolution. Mr. Wittenbrader made a motion for an amendment to the current resolution to be drafted. Mr. Krautter seconded; motion carried.

New Business:

- a. **Short-Term Rental Ordinance**
 - i. **Amendments** – Mr. Obert made a motion to amend the Short-Term Rental Ordinance #99 to include the amendments that have been previously discussed at past meetings. Mr. Wittenbrader seconded; motion carried. Mr. Treat will draft amendments. Ms. O'Hara inquired as to what those amendments are. Mr. Wittenbrader explained they will include the inclusion of three (3) extra persons allowed in addition to two (2) per bedroom, that children under the age of three (3) do not qualify in the persons count, and that there will be less restrictive parking requirements.
 - ii. **Violation Letters** – Mr. Krautter said, as per Preferred Management's report, there are quite a few property owners who have not submitted their applications to conduct short-term rentals. He made a motion to send violation letters, via certified mail, to the property owners, and to give them thirty (30) days to comply with the ordinance. Mr. Wittenbrader seconded; motion carried.
- b. **Code Enforcement Officer Schedule** – Mr. Wittenbrader said that if the Code Enforcement Officer is going to have to write letters of violation and deal with the Short-Term Rental Ordinance, he will need more hours than five (5) and would like to increase his hours. However, his schedule needs to be set so residents know when he is available. Mr. Krautter made a motion to set the Code Enforcement Officer's schedule to Mondays and Tuesdays for four (4) hours per day, totaling eight (8) hours per week. Mr. Wittenbrader seconded; motion carried.

- c. **Meeting Room Air Conditioner** – Mrs. Oziemblo explained that since the township building recently had new windows installed, we are now in need of a new air conditioner since the one that was built into the meeting room window was removed. She found two (2) different types of units; one is a stand-alone unit that requires a hose to be placed in the window to vent, the other is a unit that is installed into the wall of the building. Mr. Wittenbrader made a motion to move forward with having an air conditioner unit installed in the wall of the building. Mr. Obert seconded; motion carried.
- d. **Resolution 23-6 Non-Working Supervisors Can Participate in Township Insurances** – Mrs. Seagraves explained that upon sending an enrollment form to PSATS Trustees Insurance to add a full-time employee to the township’s medical insurance, they requested a copy of our policy allowing non-working supervisors to participate in township insurance. Mr. Treat clarified that as per the Second-Class Township Code, which is quoted in the resolution, the township can include non-working supervisors in their insurance. Mr. Wittenbrader made a motion to adopt Resolution 23-6, creating a policy which allows for non-working supervisors to participate in township insurance. Mr. Obert seconded; motion carried.

Adjournment: Mr. Wittenbrader made a motion to adjourn. Mr. Obert seconded; motion carried. Meeting was adjourned at 7:50pm. The next regular meeting is scheduled for July 5, 2023.

Respectfully submitted,

Amanda Seagraves
Secretary/Alternate Treasurer