

**The Township of Greenwich  
Board of Supervisors Meeting  
Monday, March 7, 2022**

**Minutes**

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**CALL TO ORDER AND PLEDGE OF ALLEGIANCE:** Chairman Dean Spohn called the meeting to order at 7:30 pm. Members present: Victor Berger and Alice Flyte. Professionals present: Solicitor, Colin Macfarlane; Administrator/Secretary/Treasurer, Jane Werley; Zoning Officer, Ryan Wessner; Engineer, Pete Eisenbrown; Roadmaster, Bobby Follweiler.

**ANNOUNCEMENTS:**

1. Executive Session Held Monday, February 7, 2022 from 8:48 p.m. to 10:15 p.m. to discuss Personnel Issues
2. Executive Session Held Tuesday, March 1, 2022 from 7:00 p.m. to 8:37 p.m. to discuss Personnel Issues
3. Please state your name and address if addressing the Board. This meeting will be recorded for the accuracy of the minutes and deleted. Before speaking please be aware that attending visitors may also be recording.

**APPROVAL OF THE MINUTES:**

1. Motion made by AF to approve the Minutes of the February 7, 2022 Board of Supervisors Meeting. Seconded by VB. Motion carried 3-0.

**PUBLIC COMMENT:** No Public Comment

**PLANS TO REVIEW:**

1. Subdivision of Land Development Plan Status Report. Board reviewed the report.
2. Infinity II LDP – Cleon Swartzentruber
  - a. Motion made by AF to adopt Resolution No. 2022-06 accepting the Deed of Dedication from the Developer. Seconded by VB. Motion carried 3-0.
  - b. Motion made by AF to authorize and accept the Deed of Dedication and to further authorize its execution. Seconded by VB. Motion carried 3-0.
  - c. Motion made by VB to authorize the execution of the Stormwater Management Agreement and the Municipal Improvements Agreement. Seconded by AF. Motion carried 3-0.
  - d. Letter of Credit and Certificate of Insurance reviewed and approved by the Solicitor.
  - e. Motion made by AF to grant Final Plan Approval. Seconded by VB. Motion carried 3-0.
3. Echo Valley School LDP –
  - a. Board tabled final plan approval until conditions are met. NPDES Permit, Cost Estimate, Stream Crossing Permit, Stormwater Management Agreement and Municipal Improvements Agreement.
4. R. E. Pierson LDP –
  - a. Final Plan Approval originally given with conditions at the November 4, 2019 BOS meeting. Conditions have been met.
  - b. Motion made by AF to reaffirm Final Plan Approval and authorize signage of plan for recording. Seconded by VB. Motion carried 3-0.

5. Fama Subdivision –

- a. Motion made by VB to approve one waiver request for relief from SALDO Section 305; tabling a decision on the remaining waiver requests until the plan goes through the Planning Commission Review and is presented to the Board for review. Seconded by AF. Motion carried 3-0.

**OLD BUSINESS:**

1. Motion made by VB authorizing township professionals to review the township fire and safety standards and draft potential language to be discussed as possible revisions to the current SALDO requirements. Seconded by AF. Motion carried 3-0.
2. Motion made by AF to authorize the Township Zoning Officer and Solicitor to draft an amendment to the ordinance to be enacted on Small Wireless Facilities. Seconded by VB. Motion carried 3-0.
3. Motion made by AF to authorize the Township Zoning Officer to look into drafting a possible ordinance for wedding barn facilities. Seconded by VB. Motion carried 3-0.
4. Motion made by AF to adopt Resolution No. 2022-05 Public Comment Policy. Seconded by VB. Motion carried 3-0.
5. Solicitor is reviewing the Service Electric Cable TV Franchise Agreement and may have it ready for execution at the April BOS meeting.
6. Motion made by AF to enact Ordinance No. 2022-01, No Parking Ordinance for Krumsville Road. Seconded by VB. Motion carried 3-0.

**NEW BUSINESS:**

1. Motion Made by VB to adopt Resolution No. 2022-07 Procedures for the disposition of records as set forth in the Municipal Records Manual. Seconded by AF. Motion carried 3-0.
2. Motion made by AF approving Kutztown Fire & Rescue's request for release of funds in the amount of \$10,000.00 for the April Semi-Annual loan payment for apparatus. Seconded by VB. Motion carried 3-0.
3. Motion made by AF adopting Resolution No. 2022-08 applying for the ARP Grant for the Sittler Valley Road Project. Seconded by VB. Motion carried 3-0.
4. Motion made by AF adopting Resolution No. 2022-09 applying for the LSA Grant for the Sittler Valley Road Project. Seconded by VB. Motion carried 3-0.
5. Amended Employee Policy approval was tabled.
6. Discussion on the Folino Estates LDP and Zoning Hearing Application. Motion made by AF to authorize the Solicitor to draft a letter to the Zoning Hearing Board addressing their concerns and to attend the hearing on March 29, 2022 at 7:00pm. Seconded by VB. Motion carried 3-0.

**REPORTS:**

1. Administrator Report –
  - a. Mobile Home Park Inspections completed.
  - b. 2021 Financial Audit in process.
  - c. 2020 State Liquid Fuels Audit to be scheduled in the next two to three weeks; Colin still researching Paver purchase requirements.
  - d. RTK appeal for the Solicitors notes was denied by the PA Office of Open Records.
  - e. New office hours have been approved as 7:00 to 4:00 Monday through Thursday and 7:00 to 11:00 on Friday.

2. Roadmaster Report –
  - a. Motion made by VB to advertise the Seal Coat and Aggregate Bids. Seconded by AF. Motion carried 3-0.
  - b. PennDOT will start repaving of Old Rt. 22 in March. Project from Rt. 737 to the Lehigh County Line.
  - c. Sittler Valley Road Project. Steve Hoffman of Great Valley Consultants is in discussion with the Conservation District to finalize the amount of cost for the project and if there is any real savings obtaining the grant while meeting all of the grant requirements.
  
3. Engineering and Zoning Reports – LTL Consultants –
  - a. Board reviewed the reports.
  - b. Discussion on the Dollar General Plan Review. Motion made by AF to authorize the Solicitor to consult with township staff to compose a letter informing them about the road realignment that would be required as part of the subdivision at Old Route 22 and Long Lane Rd. Seconded by VB. Motion carried 3-0.
  
4. Solicitor Report –
  - a. Toll Bridge Litigation - Smith Bukowski filed an amicus brief on the Townships behalf to the Commonwealth Court of PA.
  - b. UMH – UMH filed a motion to the Supreme Court requesting the court allow them to make an argument. Solicitor responded requesting the Court not hear the case.
  - c. Crossroads LDP Litigation – No opinion received

**FINANCIAL MATTERS:**

1. Motion made by AF to approve the bills and Treasurers Report as presented, seconded by VB. Motion carried 3-0.

**ADJOURNMENT:** Chairman adjourned the meeting at 10:24 pm.

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Respectfully Submitted,

Jane Werley  
Twp. Administrator  
Secretary/Treasurer