

Greenwich Township Board of Supervisors
Reorganizational & Regular Meeting
Monday, January 6, 2025 @ 7 p.m.

Attending: Supervisors: Dean Spohn, Victor Berger, Steven Diehl, Professional Staff: Michael Bingham – Systems Design Engineering, Inc., Colin Macfarlane-Kozloff Stoudt P.C., and Diane Hollenbach-Administrator

Mr. Spohn called the Greenwich Township Reorganization Meeting to order at 7 p.m. and asked everyone to rise for the Pledge of Allegiance.

ANNOUNCEMENTS:

Please state your name and address if addressing the Board. This meeting will be recorded for the accuracy of the minutes and deleted. Attending visitors may also be recording.

REORGANIZATION

Chairman Protem Mr. Macfarlane asked for nominations for the position of Chair of the Board of Supervisors for 2025.

A motion was made by Mr. Berger, seconded by Mr. Diehl, to nominate Dean Spohn as Chairman of the Board of Supervisors in 2025. All voted in favor. Motion carried. Mr. Macfarlane turned the meeting over to the Chairman.

PUBLIC COMMENT: None

A motion was made by Mr. Diehl, seconded by Mr. Spohn to nominate Victor Berger as Vice Chairman of the Board of Supervisors in 2025.

A motion was made by Mr. Berger, seconded by Mr. Diehl, to set the Meeting Schedule for the Board of Supervisors as the first Monday of every month with the exception of May, which will occur the second Monday and September, which will occur on the first Tuesday of that Month and authorize the secretary to advertise the 2025 meeting dates. All voted in favor. Motion carried.

A motion was made by Mr. Diehl, seconded by Mr. Berger, to designate the Reading Eagle as the publication for the advertisement of public notices. All voted in favor. Motion carried.

STAFF APPOINTMENTS

A motion was made by Mr. Diehl, seconded by Mr. Berger, to appoint Diane Hollenbach as Administrator/Secretary/Treasurer. All voted in favor. Motion carried.

A motion was made by Mr. Berger, seconded by Mr. Diehl, to appoint Bobby Follweiler as Road Master. All voted in favor. Motion carried.

A motion was made by Mr. Diehl, seconded by Mr. Spohn, to appoint Victor Berger as Assistant Road Master. Mr. Spohn and Mr. Diehl voted in favor and Mr. Berger abstained. Motion carried.

A motion was made by Mr. Berger, seconded by Mr. Diehl, to appoint Diane Hollenbach Open Records Officer. All voted in favor. Motion carried.

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A motion was made by Mr. Diehl, seconded by Mr. Berger, to appoint Matt Brett as Emergency Management Coordinator and Director of Em. Svc. All voted in favor. Motion carried.

A motion was made by Mr. Berger, seconded by Mr. Diehl, to appoint Ken Sanner as Vacancy Board Chair. All voted in favor. Motion carried.

A motion was made by Mr. Berger, seconded by Mr. Diehl, to adopt Resolution 2025-01 Re-appointing employees and setting wages. All voted in favor. Motion carried.

A motion was made by Mr. Diehl, seconded by Mr. Berger, to approve the Township Holiday Schedule. All voted in favor. Motion carried.

PROFESSIONAL APPOINTMENTS

A motion was made by Mr. Berger, seconded by Mr. Diehl, to appoint Kozloff Stoudt PC as Township Solicitor.

A motion was made by Mr. Diehl, seconded by Mr. Berger, to appoint Orlando Law Office as Zoning Hearing Board Solicitor. All voted in favor. Motion carried.

A motion was made by Mr. Berger, seconded by Mr. Diehl, to appoint Systems Design Engineering, Inc. as Township Engineer. All voted in favor. Motion carried.

A motion was made by Mr. Diehl seconded by Mr. Berger, to appoint LTL Consultants as 3rd party to act as Zoning Officer and Building Code Inspector. All voted in favor. Motion carried.

A motion was made by Mr. Berger, seconded by Mr. Diehl, to adopt Resolution 2025-02 Establishing a fee schedule. All voted in favor. Motion carried.

A motion was made by Mr. Diehl, seconded by Mr. Berger, to appoint Keystone Consulting Engineers as Township Sewage Enforcement Officer and firm issuing driveway permits. All voted in favor. Motion carried.

A motion was made by Mr. Berger, seconded by Mr. Diehl, to adopt Resolution 2025-03 Establishing 2025 SEO Fee Schedule. All voted in favor. Motion carried.

BOARD APPOINTMENTS

A motion was made by Mr. Berger, seconded by Mr. Diehl, to adopt Resolution 2025-04 appointing Eloise Tucker to the Zoning Hearing Board with a term ending 12/31/2027. All voted in favor. Motion carried.

A motion was made by Mr. Berger, seconded by Mr. Diehl, to appoint Michael Stevens and David Rydzewski to the Greenwich Township Planning Commission with a term ending 12/31/2028. All voted in favor. Motion carried.

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A motion was made by Mr. Diehl, seconded by Mr. Berger, to set the Meeting Schedule for the Planning Commission to occur on the third Monday of every month and authorize the secretary to advertise the 2025 meeting dates. All voted in favor. Motion carried.

TAX COLLECTION AND FINANCE

A motion was made by Mr. Berger, seconded by Mr. Diehl, to authorize the Depositories for Township funds to be New Tripoli Bank and PLGIT. All voted in favor. Motion carried.

A motion was made by Mr. Diehl, seconded by Mr. Berger, to appoint Berkheimer as the Collector of Local Services, Amusement, and Delinquent Per Capita Taxes. All voted in favor. Motion carried.

A motion was made by Mr. Berger, seconded by Mr. Diehl, to appoint Berks EIT Bureau as the Collector of Earned Income Taxes. All voted in favor. Motion carried.

A motion was made by Mr. Diehl, seconded by Mr. Berger, to appoint Berks County Tax Claims Bureau as the Collector of Delinquent Real Estate Taxes. All voted in favor. Motion carried.

A motion was made by Mr. Diehl, seconded by Mr. Berger, to establish Mileage/Travel Reimbursement at the current IRS Rate of .70 per mile. All voted in favor. Motion carried.

A motion was made by Mr. Diehl, seconded by Mr. Berger, to adopt Resolution 2025-05 to Appoint an outside Auditor. All voted in favor. Motion carried.

STATE CONVENTION

A motion was made by Mr. Berger, seconded by Mr. Diehl, to appoint Victor Berger, Dean Spohn, Steven Diehl, Bobby Follweiler, and Diane Hollenbach as Delegates to the State Convention. All voted in favor. Motion carried.

A motion was made by Mr. Berger, seconded by Mr. Diehl, to appoint Dean Spohn as the Voting Delegate for the State Convention. Mr. Berger and Mr. Diehl voted in favor and Mr. Spohn abstained. Motion carried.

A motion was made by Mr. Diehl, seconded by Mr. Spohn, to appoint Victor Berger as the Alternate Voting Delegate. Mr. Spohn and Mr. Diehl voted in favor and Mr. Berger abstained. Motion carried.

Having no further business, Mr. Spohn adjourned the Reorganization Meeting at 7:13 p.m.

Respectfully Submitted,

Diane Hollenbach

Administrator/Secretary/Treasurer

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Attending: Supervisors: Dean Spohn, Victor Berger, Steven Diehl, Professional Staff: Michael Bingham – Systems Design Engineering, Inc., Colin Macfarlane-Kozloff Stoudt P.C., and Diane Hollenbach-Administrator

Guests: Linda Wood, Andrew Dietrich, Marc and Dodie Sable, Brian Kobularcik, Frank del Toro, Madhan Venkatesh

Mr. Spohn called the Greenwich Township Regular Meeting to order at 7:14 p.m. and asked everyone to rise for the Pledge of Allegiance.

ANNOUNCEMENTS:

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APPROVAL OF THE MINUTES:

A motion was made by Mr. Diehl, seconded by Mr. Berger, to approve the minutes of the December 23, 2024 year end meeting. All voted in favor. Motion carried.

PERSONAL APPEARANCES and PUBLIC COMMENT:

Frank del Toro introduced himself and Madhan Venkatesh as parties interested in purchasing the Yenser Farm. They propose building a non-intrusive manufacturing facility. Their sketch plan will be reviewed by the Planning Commission in January.

PLANS TO REVIEW: The monthly Subdivision and Land Development Status Report was reviewed.

A motion was made by Mr. Diehl, seconded by Mr. Berger, to accept the time extension offered for the A & C Truck Service Preliminary Plan until March 5, 2025. All voted in favor. Motion carried.

GLC Lehigh Valley West Warehouse Preliminary Plan and Waivers – The Board discussed the proposed emergency access on township property. Mr. Kobularcik was in agreement that the access would be paved and maintained by the developer. The location would be worked out during the final plan and an agreement entered into that covers maintenance. The easement would be reciprocating in that it would provide emergency access for the township as well. Mr. Macfarlane stated the plan with two driveways meets the intent of the ordinance. Linda Wood was concerned about the shared driveway and the problems that go along with that. Mr. Bingham stated that the warehouse will not be using the emergency access and only fire and ems would be using it in case of an emergency.

A motion was made by Mr. Berger, seconded by Mr. Diehl, to grant a waiver to section 515.C.4 Maximum Length of an Emergency Access for the GLC Lehigh Valley West Warehouse Plan. All voted in favor. Motion carried.

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A motion was made by Mr. Diehl, seconded by Mr. Berger, to grant a waiver to section 517.2 Utility Impact Study for the GLC Lehigh Valley West Warehouse Plan. All voted in favor. Motion carried.

A motion was made by Mr. Berger, seconded by Mr. Diehl, to grant a waiver to section 517.3 Recreation Impact Study for the GLC Lehigh Valley West Warehouse Plan. All voted in favor. Motion carried.

A motion was made by Mr. Diehl, seconded by Mr. Berger, to grant a waiver to section 511.11 and 511.3 Screening of Bulk Storage Containers for the GLC Lehigh Valley West Warehouse Plan. All voted in favor. Motion carried.

Mr. Berger asked if the plan meets the township regulations. Mr. Bingham stated that the general layout meets the township ordinances and there are some comments that will be taken care of at final plan review. Mr. Macfarlane stated that third party approvals are outstanding.

A motion was made by Mr. Diehl, seconded by Mr. Berger, to approve the GLC Lehigh Valley West Warehouse Preliminary Plan conditional upon the satisfaction of the items in the November 15, 2024 Systems Design Engineering, Inc. review letter, which is incorporated by reference, and to authorize the solicitor to prepare and deliver the approval letter to the developer. All voted in favor. Motion carried.

OLD BUSINESS:

Elimination of the Per Capita Tax

Mr. Macfarlane stated the Board of Supervisors authorized the preparation and advertisement of an ordinance to eliminate the Per Capita Tax. The ordinance was advertised on December 23, 2024 in the Reading Eagle. No comments were received on the ordinance.

A motion was made by Mr. Berger, seconded by Mr. Diehl, enacted Ordinance 2025-01 eliminating the Per Capita Tax. All voted in favor. Motion carried.

NEW BUSINESS:

A motion was made by Mr. Diehl, seconded by Mr. Berger, to authorize the purchase and installation of a propane heater for the garage by E.F. Laudenslager for \$10,909.00. All voted in favor. Motion carried.

REPORTS:

Administrator – Mrs. Hollenbach discussed a request to have the township be the applicant and project manager for a FEMA grant for the improvement to a property in the floodplain. The township could be responsible for up to a 25% match. The Supervisors were unlikely to participate unless there was a public benefit and not a private benefit.

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Road Master – None.

Engineering and Zoning Reports – Written reports were submitted.

Solicitor – Mr. Macfarlane reported that a settlement agreement has been proposed to resolve the Lauren Rossi zoning appeal. Ms. Rossi has provided elevations that were prepared by an engineer of the floodplain and the structures on her property.

FINANCIAL MATTERS:

A motion was made by Mr. Diehl, seconded by Mr. Berger, to approve the bills and accept the Treasurer's Report as presented. All voted in favor. Motion carried.

Having no further business, Mr. Spohn adjourned the regular meeting at 7:40 p.m.

Respectfully Submitted,

Diane Hollenbach

Administrator/Secretary/Treasurer