

The Greene Township Board of Supervisors held its regular meeting on Tuesday, January 13, 2026 at the Greene Township Municipal Building, 1145 Garver Lane, Chambersburg, PA 17202.

Present: Todd Burns, Travis Brookens, Shawn Corwell – Supervisors, Kurt Williams – Solicitor, Daniel Bachman – Zoning Officer, Gina Griffith – Secretary

The Chairman called the meeting to order at 7:00pm and advised that the meeting was being recorded for accuracy purposes.

The minutes of the regular meetings held December 23, 2025 shall stand approved as presented and become part of the official record.

The Chairman opened the floor for public comment. Township resident Glenn Shetter expressed concern that he was unable to reach Greene Township by email that day and noted that the most recent meeting minutes posted on the Township website were dated October 28, 2025. The Chairman explained that the Township is currently experiencing IT issues, which caused the email disruption, and that the IT consultant is addressing the matter. He further stated that the meeting minutes will be posted to the website and made available as soon as possible. Mr. Rickey Heckman of 73 Yeager Drive commented on the low level of public attendance at the meeting and asked whether this was typical for Township meetings. The Chairman responded that attendance varies depending on the agenda and whether there are topics of significant public interest, and that Township meetings are generally not highly attended. Mr. Heckman further stated that he serves as Vice President of the Franklin County Free Press, an online digital publication, and offered it as a potential resource for sharing Township meeting information and general public notices. He noted that the publication has over 100,000 monthly readers and stated that one of his goals is to encourage greater public involvement in Township meetings.

The Chairman explained that the Board enacted ordinances in 2025 designating certain residential roads as “No Parking,” and that Carbaugh Drive was not included at that time. He noted that over the past two years, parking along Carbaugh Drive, particularly in the cul-de-sac areas, has created issues for winter maintenance operations and has impeded access for refuse collection vehicles. On motion by Supervisor Corwell, seconded by Supervisor Brookens, and by a unanimous vote of 3-0, the Board authorized the advertisement of a No Parking Ordinance for Carbaugh Drive and scheduled a public hearing for February 24, 2026, at 12:00 noon, to be held at the Greene Township Meeting Room, 1145 Garver Lane, Chambersburg, PA 17202.

On motion by Supervisor Corwell, seconded by Supervisor Brookens, and by a unanimous vote of 3-0, the Board authorized the removal of the former Treasurer, Lindsay Loney from all Greene Township financial accounts effective immediately.

Supervisor Corwell presented two (2) software proposals for document scanning purposes. He explained that the Township currently uses Laserfiche and that state requirements mandate documents be stored in PDF/A format. The Board reviewed options to either upgrade the existing Laserfiche system or transition to Square 9. The Square 9 proposal for four licensed users under a three-year agreement totaled \$17,875.00. The Laserfiche proposal, which included upgrading to Version 12 and converting existing files to PDF/A format, totaled \$12,400.00, with an additional monthly fee of \$35.00. On a motion by Supervisor Brookens, seconded by Supervisor Corwell, and by a unanimous vote of 3-0, the Board authorized the purchase of document scanning software from Momentum (Laserfiche) in the amount of \$12,400.00.

Supervisor Corwell presented for consideration the payout of accrued sick and vacation leave for former Treasurer Lindsay Loney, who resigned effective December 31, 2026. She accrued 114 hours of vacation leave and 87 hours of sick leave, for a total of 201 hours. On motion by Supervisor Corwell, seconded by Supervisor Brookens, and by a unanimous vote of 3-0, the Board authorized the release of benefits to former employee Lindsay Loney at her regular rate of pay for 201 hours as presented.

The Chairman presented the proposed 2026 compensation rates for Township employees, which include hourly wage increases ranging from \$0.75 to \$1.25, as well as the compensation rate for one full-time position, the Treasurer, at

\$25.50 per hour. On motion by Supervisor Corwell, seconded by Supervisor Brookens, and by a unanimous vote of 3-0, the Board approved the 2026 compensation rates for Township employees as presented.

The Chairman presented a letter of resignation from Nelson Raines, a member of the Traffic Impact Committee, effective January 12, 2026. The Chairman also noted the retirement of the Township Engineer, who served on the Traffic Impact Committee, resulting in two vacancies on the committee. On motion by Supervisor Brookens, seconded by Supervisor Corwell, and by a unanimous vote of 3-0, the Board voted to accept the resignation of Nelson Raines from the Traffic Impact Committee.

The Zoning Officer (ZO) presented the Monthly Zoning Office Report for December 2025. The report was accepted as presented and entered into the official record.

The ZO presented a request for waiver of Greene Township Code 85-51.A, requirement to construct sidewalks, for the Woodland Equipment Final Land Development Plan. The property is located in the 5600 block of Sunset Pike and proposes construction of a rail sided salt depot as well as two large cloth covered canopy structures for storage. Numerous properties along Sunset Pike were previously permitted to proceed without constructing sidewalks, and the plan has been designed to accommodate installation of sidewalks at a later date if necessary. On a motion by Supervisor Corwell, seconded by Supervisor Brookens, and by a vote of 3-0, the Board unanimously voted to grant the waiver of Greene Township Code 85-51.A(3), requirement to construct sidewalks, for the Woodland Equipment Final Land Development Plan with the condition that a note be placed on the plan identifying the sidewalks and that if the Board of Supervisors deems it necessary to construct sidewalks in future, that they will be constructed at the current owners expense.

The ZO presented a request for waiver of Greene Township Code 80-27.B, minimum pipe flow velocity, for the United Utility Supply Final Land Development Plan located off Sunset Boulevard West. The plan proposes a slight expansion to the facility. Township Code 80-27.B requires that all storm pipes have sufficient slope to achieve a minimum velocity of two (2) feet per second during a 10-year storm event. The property has two basins and the outlet pipes were designed with a slope of 0.00% due to the nature of the site's topography. The Engineer reviewed the request and did not have any issues with the waiver being granted. On a motion by Supervisor Brookens, seconded by Supervisor Corwell, and by a vote of 3-0, the Board unanimously voted to grant the request for waiver of Greene Township Code 80-27.B minimum pipe flow velocity, for United Utility Supply Final Land Development Plan as presented.

The ZO presented the 1 Lot Final Land Development Plan for Lot 3 Sunset, LLC located off Sunset Pike in the Light Industrial (LI) Zoning District. The development proposes construction of 2 new commercial shop buildings and 1 storage shed totaling approximately 21,172 square feet. The proposed use was classified as a Conditional Use, and the Board of Supervisors held a Conditional Use Hearing on September 23, 2025. At that time, the Board imposed two conditions: that all comments of the Township Engineer and Township Planner be addressed on the Land Development Plan, and that no long-term outdoor storage of tires be permitted on the site. The Board also granted a sidewalk waiver with the condition that, should the Board of Supervisors determine sidewalk construction to be necessary in the future, such sidewalks shall be constructed at the expense of the property owner. Franklin County Planning Commission reviewed the plan with no comment; Greene Township Municipal Authority and Guilford Water Authority approved the plan; the sewage planning as well as the driveway HOP was previously approved; the NPDES Permit was approved by the Conservation District; and the Greene Township Planning Commission recommended approval of the plan subject to the comments of the Conditional Use Hearing. The project is subject to a Transportation Impact Fee of \$66,696.00, and the required stormwater bond has been established in the amount of \$68,551.20. The Township Engineer's and Township Planner's review comments were included in the meeting packet. On a motion by Supervisor Corwell, seconded by Supervisor Brookens, and by a vote of 3-0, the Board unanimously voted to approve the Lot 3 Sunset, LLC 1 Lot Final Land Development Plan subject to the stormwater bond of \$68,551.20 being posted prior to the plan leaving the office, and the Transportation Impact Fee of \$66,696.00 be paid at the issuance of the Land Use Permit for each building.

The Solicitor stated that, as a follow up to the Lot 3 Sunset, LLC plan, he was asked by the Zoning Officer to review a financial security document provided by the developer's bank. He noted that, similar to the Township's standard stormwater management agreement, the Township may wish to consider adopting a standard financial security agreement

and list it under the SALDO as an appendix. If someone requests a change to it, they must provide the Township with reasons why it should be changed.

The Solicitor also reported that he reviewed the Traffic Impact Fee Committee Ordinance in relation to committee appointments. He stated that the committee is required to consist of seven (7) to fifteen (15) members, with an odd number recommended. Municipal staff are not permitted to serve on the committee, and forty percent (40%) of committee members may be individuals who conduct business in the Township, while at least sixty percent (60%) must be Township residents.

The Solicitor additionally stated that an Executive Session was held prior to the meeting to discuss zoning enforcement litigation.

Finally, the Solicitor noted that he was informed of the reappointment of Tyler Beaston as Solicitor to the Planning Commission and of his own reappointment as Township Solicitor, and he thanked the Board of Supervisors for their continued confidence in Salzman Hughes for 2026.

On a motion by Supervisor Brookens , seconded by Supervisor Corwell, and by a vote of 3-0, the Board unanimously voted to approve and authorize the payment of invoices as follows: check numbers 33594 through 33624 and six ACH transactions to be paid from the general fund, check numbers 4076 and 4077 to be paid from the liquid fuels fund and check number 2370 through 2341 to be paid from the electric light fund.

The Chairman adjourned the meeting at 7:41 pm.

Respectfully submitted,

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Secretary