

The Greene Township Board of Supervisors held its regular meeting on Tuesday, November 25, 2025 at the Greene Township Municipal Building, 1145 Garver Lane, Chambersburg, PA 17202.

Present: Todd Burns, Travis Brookens, Shawn Corwell – Supervisors, Kurt Williams – Solicitor, Greg Lambert - Engineer, Daniel Bachman – Zoning Officer, Lindsay Loney – Secretary / Treasurer

The Chairman called the meeting to order at 12:00 pm, advised that the meeting would be recorded for accuracy purposes and visitors were asked to sign in.

The minutes of the regular meeting held November 12, 2025 shall stand approved as presented and become part of the official record.

The Chairman opened the floor for public comment; none was offered.

The Zoning Officer (ZO) presented a request for waiver of Greene Township Code 85-18.A, plan scale, for the Brownsville Church of God 1 Lot Final Subdivision/Lot Addition Plan located off Lincoln Way East. Due to the property's size, a smaller plan scale is needed to fit it all on one sheet. The Township Planner spoke in favor of the request. 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 85-18.A, plan scale, for the Brownsville Church of God 1 Lot Final Subdivision/Lot Addition Plan.

The ZO presented a request for waiver of Greene Township Code 85-18.A, plan scale, for Roger Diller 1 Lot Final Subdivision Plan located off Olde Scotland Road. This is a large farm tract that is not easily shown on one sheet. The Township Planner spoke in favor of the request. 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 85-18.A, plan scale, for Roger Diller 1 Lot Final Subdivision Plan.

The ZO presented a request for review time extension for the Washco Land Development Plan. This is the second extension; the current deadline is December 8, 2025, and the applicant is granting an extension through March 8, 2026. The applicant is working with the Conservation District and other agencies; no revised plans have been submitted to date. On a motion by Supervisor Corwell, seconded by Supervisor Brookens, and by a vote of 3-0, the Board unanimously voted to grant a review time extension for the Washco Land Development Plan to commence December 8, 2025 and run through March 8, 2026.

The ZO presented the Roger Diller 1 Lot Final Subdivision Plan, located in the Agricultural/Residential (AR) zoning district off Olde Scotland Road north of Pine Stump Road. The plan proposes subdividing the existing dwelling and approximately 5 acres from the remaining 108 acres, which will remain agricultural. Franklin County Planning office reviewed the plan with no comment. A nonbuilding waiver was submitted to the Department of Environmental Protection (DEP) and the planner and engineer comments have been addressed. The ZO reviewed the plan on behalf of Greene Township Planning Commission and recommends approval as presented. On a motion by Supervisor Brookens, seconded by Supervisor Corwell, and by a vote of 3-0, the Board unanimously voted to approve the Roger Diller 1 Lot Final Subdivision Plan as presented.

The ZO presented the Brownsville Church of God 1 Lot Final Subdivision Plan, located off Lincoln Way East in the Highway Commercial (HC) and R-1 zoning districts. The plan proposes subdivision of a portion of the Brownsville Church property to be conveyed to the adjacent Hewitt property as a lot addition. The stream goes down the center of the property which will make it easier for them so they will not need to maintain it. Franklin County Planning office reviewed the plan with no comment. A nonbuilding waiver has been provided to DEP and the planner and engineer comments have been addressed. The ZO reviewed the plan on behalf of the Greene Township Planning Commission and recommends approval. On a motion by Supervisor Corwell, seconded by Supervisor Brookens, and by a vote of 3-0, the Board unanimously voted to approve the Brownsville Church of God 1 Lot Final Subdivision Plan as presented.

The ZO presented the Rachilla/Mann 3 Lot Final Subdivision/Lot Addition Plan, located off Smoketown Road in the R-1 zoning district. The plan proposes to shift property lines of various tracts to fit the driveways that are being utilized. The mother and son who previously lived on the property had constructed their own driveways. This would move the property lines around, for the properties to encompass the current driveways in use. The planner provided a comment regarding potential cross-access between lots, but a note has been placed on the plan that adequately addresses that issue. The ZO noted that each lot has its own driveway, which improves the current non-conforming layout. The Franklin County Planning office reviewed the plan with no comment. A nonbuilding waiver was submitted to DEP, and the planner's comments have been addressed. The ZO reviewed the plan on behalf of the Greene Township Planning Commission and recommended approval as presented. On a motion by Supervisor Brookens, seconded by Supervisor Corwell, and by a vote of 3-0, the Board unanimously voted to approve the Rachilla/Mann 3 Lot Final Subdivision/Lot Addition Plan as presented.

The ZO presented the Thomas Brookens 1 Lot Final Subdivision/Lot Addition Plan, located off Knob Hill Road in the R-1 zoning district. The plan proposes taking a piece of the Brookens property and conveying it to the adjacent empty lot. The Franklin County Planning office reviewed the plan with no comment. A nonbuilding waiver was submitted to DEP, and the planner's comments have been addressed. The ZO reviewed the plan on behalf of the Greene Township Planning Commission and recommended approval as presented. On a motion by Supervisor Corwell, seconded by Supervisor Brookens, and by a vote of 3-0, the Board unanimously voted to approve the Thomas Brookens 1 Lot Final Subdivision/Lot Addition Plan as presented.

The Engineer presented a list of cash stormwater bonds the Township holds for completed projects. The Township never received a request to release these funds, but the Engineer has verified these are all complete and should be returned. On a motion by Supervisor Corwell, seconded by Supervisor Brookens, and by a vote of 3-0, the Board unanimously voted to release stormwater bonds for the seven completed projects on the list dated November 25, 2025.

The Engineer presented a consideration to release escrow balances for completed plans. He explained that the policy has been to retain a portion of escrow balances to cover the cost of future stormwater inspections. With he and the Treasurer both leaving at the end of the year, they are working on cleaning up the files and have compiled a list of escrows that are complete and can be refunded. The Treasurer suggested that going forward, it would make more sense to charge an inspection fee when the final stormwater inspection is requested rather than retaining escrow balances. Some of the escrows have been retained for ten years or more, and some plans may be approved but then never constructed. In that case, the escrow funds could be retained indefinitely. The Solicitor noted it would be difficult to charge a flat fee to every applicant because some inspections may take longer than others, resulting in higher fees. The Treasurer suggested that in that case, the applicant be required to pay the invoice as a contingency of the Board releasing the bond. The Chairman suggested refunding the retained escrow balances for the plans that are complete and do not have an outstanding stormwater bond. On a motion by Supervisor Brookens, seconded by Supervisor Corwell, and by a vote of 3-0, the Board unanimously voted to release escrow balances for completed plans on the list dated November 25, 2025, excluding those that still contain stormwater bonding to be verified by the Engineer and Treasurer.

The Engineer presented an MS4 update. The summer intern completed a large amount of field work, which was included in the annual review sent to the DEP. He helped a lot in creating inspections for completed MS4 facilities. The Phillaman Run Stream Restoration project was successfully completed, which was one of the required projects. In addition, the Board recently received a renewal of the NPDES permit. Herbert, Rowland, and Grubic (HRG) will complete a detailed review of ordinances for compliance going forward. Supervisor Corwell advised he will seek out grants for phase two of the Phillaman Run Stream Restoration project. The Board thanked the Engineer for his report.

Supervisor Corwell presented a quote for a new phone system from Global Data Consultants (GDC). The current phones are twelve years old, and they are no longer supported or fixable if they break. The new phones will be cloud based. The quote includes hardware, software, shipping and installation of seventeen phones, which includes the office location and Philadelphia Avenue. The quoted price is \$6,225, plus a monthly maintenance fee of \$150. The \$150 monthly fee is for monitoring which includes telephone, internet, phone service, and upgrade fees. On a motion by Supervisor Brookens, seconded by Supervisor Corwell, and by a vote of 3-0, the Board unanimously voted to

approve the quote from Global Data Consultants (GDC) for a new phone system in the amount of \$6,225 plus a \$150 monthly maintenance fee as presented.

Supervisor Corwell presented a consideration to promote Keityn Zullinger from a probationary employee to regular full-time status. She has met her 90-day probationary requirement and is picking up on things quickly. On a motion by Supervisor Corwell, seconded by Supervisor Brookens, and by a vote of 3-0, the Board unanimously voted to promote Keityn Zullinger from a probationary employee to regular full-time status.

The Treasurer presented a consideration to pay out sick and vacation leave for Engineer Gregory Lambert who is retiring. His accumulated vacation time is 52.39 hours and accumulated sick time is above the payout limit of 240 hours. On a motion by Supervisor Corwell, seconded by Supervisor Brookens, and by a vote of 3-0, the Board unanimously voted to pay out 52.39 hours of vacation leave and 240 hours of sick leave for Engineer Gregory Lambert who is retiring.

The Solicitor reported that the Engineer completed the traffic signal comment letter to PennDOT regarding the Jaindl plan. Scot Bert picked up the PennDOT application today, and it would be helpful to know when he submits that application so the Township can submit the comment letter to PennDOT. The Solicitor presented a memo regarding a Supreme Court ruling pertaining to agenda amendments. The memo states the Board can now amend agendas at a meeting by stating the reason for the amendment before any vote is conducted to change the agenda. If the Board votes to change the agenda, the updated agenda must be posted to the website and on public display no later than the following day.

On a motion by Supervisor Corwell, seconded by Supervisor Brookens, and by a vote of 3-0, the Board unanimously voted to approve and authorize the payment of invoices as follows: check numbers 33494 through 33509 and three ACH transactions to be paid from the general fund, check numbers 4068 through 4071 to be paid from the liquid fuels fund and check number 2368 to be paid from the electric light fund.

The Chairman thanked the Engineer for his seventeen years of service and adjourned the meeting at 1:00 pm.

Respectfully submitted,

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Secretary/Treasurer