

The Greene Township Board of Supervisors held its regular meeting on Tuesday, December 9, 2025 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, Keityn Zullinger – Administrative Assistant

The Chairman called the meeting to order at 7:00 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 25, 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 the Monthly Zoning Report for November 2025. The report shall stand approved as presented and become part of the official record.

The ZO presented the Robert Fox 1 Lot Final Subdivision Plan, located in the R-1 zoning district off Ragged Edge Road, adjacent to Benedict's Produce. The plan proposes subdivision of a portion of the property for a single-family dwelling. The Franklin County Planning Commission reviewed the plan with no comment. A sewage planning module application for an on-lot system was submitted to the Department of Environmental Protection (DEP) and approved in November. The ZO stated there is no public water, and the applicant will make use of an on lot well. The Franklin County Conservation District (FCCD) approved the Erosion and Sedimentation plan. The ZO reviewed the plan on behalf of the Greene Township Planning Commission and recommended approval as presented. The ZO advised one new single-family dwelling would generate one new peak hour trip. The transportation impact fee is set at \$1,185 and the stormwater bond is set at \$9,404. Stormwater improvements were proposed, and all comments have been addressed. The ZO confirmed all approvals have been obtained. The Chairman asked if there is a building behind the barn, and Mike Runyon, the applicant's surveyor, advised that there used to be, but it was removed and only a pad is there now. Supervisor Brookens questioned the setback of the other existing building. The ZO responded that the side yard setback is 10 feet, and it is met. There would be a 25-foot setback for the dwelling. Supervisor Brookens asked how far the public sewer line is, and the ZO advised it is over the distance to require hookup. On a motion by Supervisor Corwell, seconded by Supervisor Brookens, and by a vote of 3-0, the Board unanimously voted to approve the Robert Fox 1 Lot Final Subdivision Plan with conditions that a stormwater bond of \$9,404 be posted prior to the plan leaving the office and the transportation impact fee of \$1,185 be posted at the time of the Land Use Permit being issued.

Supervisor Corwell presented a consideration to remove Diann Weller and add Keityn Zullinger as authorized signers on the Orrstown Bank account. Due to upcoming staff changes, Keityn Zullinger will need to be added to all Orrstown accounts. Supervisor Corwell noted that Orrstown requires formal board approval and meeting minutes for this change. When speaking with Orrstown they advised Diann Weller is still an authorized signer on the Orrstown Bank accounts. Supervisor Corwell added that the same process will eventually need to be completed for Lindsay, who will remain on the accounts for now and be removed at a later date. On a motion by Supervisor Corwell, seconded by Supervisor Brookens, and by a vote of 3-0, the Board unanimously voted to approve the signature to add Keityn Zullinger to all bank accounts and to remove Diann Weller.

The Chairman presented a letter of support for Menno Haven's ElderDay expansion and their PA Housing Affordability and Rehabilitation Enhancement (PHARE) grant application. The Chairman stated they are in the process of applying for the PHARE grant and are requesting a letter of support from the Board. The Chairman added the PHARE grant does not conflict with any grants the Township has supported or is pursuing. Supervisor Brookens asked if this request was similar to an LSA grant sponsorship; the Chairman clarified that it is solely a letter of support. On a motion by Supervisor Corwell, seconded by Supervisor Brookens, and by a vote of 3-0, the Board unanimously voted to approve a letter of support to be issued to Menno Haven for their PA Housing Affordability and Rehabilitation Enhancement (PHARE) grant application and authorized the Chairman to sign.

The Chairman presented the 2026 proposed budget for the Franklin County Area Tax Bureau (FCATB). The Chairman stated that each municipality is asked to review and consider approval of the budget. The Chairman noted that the budget reflects projected 2026 earned income tax collections for all municipalities and includes increases due to salaries, benefits, insurance, and information technology (IT) expenses. The largest increases relate to staffing, including adding one full-time employee and additional part-time employees. Two employees are retiring in 2026 and will move to part-time status. A full-time position that was budgeted in 2025 but was not filled, will be filled in 2026. Medical expenses are projected to increase by 19%. IT consulting remains a significant expense due to the development of the new online tax filing system. These IT costs, previously paid from reserves, are now part of operating expenses. The projected cost of collections is 1.93%, below the directed 2.2% and consistent with historically low rates. The proposed gross distribution for Greene Township is \$3,296,000, with an adjusted distribution of \$2,957,312. FCATB's net revenue for 2026 is projected at just under \$65,000,000. On a motion by Supervisor Corwell, seconded by Supervisor Brookens, and by a vote of 3-0, the Board unanimously voted to approve 2026 proposed budget for FCATB as presented.

The Solicitor had no comments.

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 33518 through 33544 and seven ACH transactions to be paid from the general fund and check number 2369 to be paid from the electric light fund.

The Chairman adjourned the meeting at 7:26 pm.

Respectfully submitted,

Secretary/Treasurer