

June 7, 2022

The Greene Township Board of Supervisors met for their regular monthly meeting on the above date at the Municipal Building, with Michael Messner, Merry Smith and Nathan Jarrup present, along with Administrative Secretary/Treasurer Kimberly A. Moore, Solicitor Curt McMillen and 12 visitors. Chairman Michael Messner called the meeting to order at 7:00 p.m. and led the Pledge of Allegiance.

PUBLIC COMMENTS ON AGENDA ITEMS - None

MINUTES OF THE PRIOR MEETING – A motion to approve the minutes of the February meeting was made by Merry Smith and seconded by Nathan Jarrup. AIF. MC.

TREASURER’S REPORT OF PRESENT/APPROVAL OF BILLS PRESENTED – approved. Motioned by Mike Messner and seconded by Merry Smith. AIF. MC

RESOLUTION 8-2022: Moving of 2021 Excess General Funds – A motion was made to move the excess 2021 general funds in the amount of \$154,002.12 as follows: \$72,002.12 to Capital Reserve, \$50,000.00 to Building Fund and \$32,000.00 will stay in general fund for roads and potentially paving another portion of the township driveway/lane. Motioned by Mike Messner, Seconded by Merry Smith. AIF. MC.

RESOLUTION 9-2022: Appointing and Designating nonprofit emergency services of Beaver County, t/d/b/a, Medic Rescue and RESQRS as the primary responding ambulance services in the Township of Greene. A motion to accept was made by Nathan Jarrup, seconded by Merry Smith. AIF. MC.

OLD BUSINESS

- **Rental House** – There was a discussion about putting an Air Conditioning unit in. The landscaping needs done and possibly painting the basement floor. After those projects are complete is should be ready for rental.

NEW BUSINESS

- **Park Memorial Expansion**-Someone approached Maggie about expanding the park memorial wall that was done as a senior project and adding some names to it. The Board needs to decide if they want to add to it how that will be done. Possibly by offering it as another senior project, or paying someone to do the work. 5/10-year committee member Lisa Moore asked if the board would like her to look into it. Shen then asked if the board had future plans for the hillside that the memorial is located below. Planning Commission Chair Rose Kendall said that she would look at the planning drawings for that area but she did not think that where the memorial is located is scheduled for any future changes. Lisa said she will look into the possibilities for an expansion and let the board know what she finds out.

REPORTS

Road Master – Maggie would like to pave another portion of the township driveway. If the portion in front of the house across the lane from the barn was paved it would cut down on the amount of dust for the residents living there. It was tarred and chipped in prior years, but that has since worn out. The end of the lane that comes off of Pittsburgh Grade Road was paved previously for the residents at that end for the same reason.

The road department has been mowing along the roads and trimming trees.

Parks and recreation – Nathan spoke with Hannah Ward at the Beaver County Conservation District about potential projects for Mill Creek Community Park. There are some possibilities out there. Part of the issue is that the property is in a flood plain and sometimes is flooded by the overflow of Mill Creek. However, the township doesn't own the property surrounding Mill Creek so what can be done is limited.

Buildings and grounds – (refer to Old Business for Rental House discussion)

Administrative –

- Fillable Forms-Assistant Administrative Secretary/Treasurer Glenda Short has begun to make some of the township's forms fillable for online application. The completion of this will likely lead to residents being able to pay for permit applications online. Some contacts were made with vendors at the 2022 PSATS Convention regarding online payment systems that can be looked into.
- Retention-the records room was completed a couple of years ago. The office staff has begun retention of the A-Z filing cabinets in the office. A lot of which is informational paperwork that you can now find online. They are hoping to have a Resolution for Destruction of Documents in the next month or two for that. Then they will move on to the Fire King filing cabinets which contain Subdivisions, Real Estate records, etc. and move on to parcel files. Ultimately moving towards digital record keeping.
- Records Room Temperature Control-Myron Elliott would like to see the records room given some attention regarding the monitoring of heat and relative humidity. There are no standards set by the state but there are archival standards that should be followed. The Temperature should be kept around 70% and relative humidity should be around 35%-50%. The board needs to re-evaluate the situation. He suggested a mini-split system. Administrative Secretary Kimberly Moore reminded the Board that there are paper files that have to be kept permanently such as all of the reports that First Energy sent regarding the Little Blue Fly Ash Impoundment, Audit records, Minutes, Parcel Files, Subdivision files Ordinances. When retention was done in the records room it looked like some of the papers were damp and rodents had breached some of the boxes.
- Worker's Compensation-Myron brought up a discount that may be possible for the Worker's Comp policy with the creation of a Safety Committee.

5/10-year committee – Discussed spreadsheet at last meeting.

Planning Commission –

- SUBDIVISIONS So far, they will have two subdivisions presented to accept for review at their next meeting. Hobbs and Caler. Caler will be a minor subdivision. Hobbs will likely be considered a major subdivision.
- OPEN PC POSITION There are five interested parties for the open Planning Commission position. They are asking that all interested parties present a statement of interest regarding qualifications. The board will need to set up an interview process. The PC is permitted to have a substitute. They would like to consider that after researching the rules regarding a substitute.

Engineer – Pavilion Grant-Solicitor should be getting a notification regarding the grant for signature to verify ownership of the property.

Code enforcement/zoning officer – report for May.

Council of government – Nothing

CORRESPONDENCE - Notification from DEP for GeoPetro updating the stormwater management permit.

VISITORS – Bill McElhaney asked about the records storage and if there was any space in the garage that isn't being utilized. A representative from the Solar Farm Project came to answer any questions that might need to be answered. Doug Waxler inquired about the Georgetown Road grant application. The Secretary responded there has been no contact regarding the grant.

An executive session was held at 7:55 to discuss an issue. No decisions were made.

ADDITIONAL BUSINESS

As there was no further business to discuss, a motion to adjourn was made at 8:25 pm by Merry Smith and seconded by Nathan Jarrup. AIF. MC.

Respectfully submitted,

Kimberly A. Moore

Secretary/Treasurer