

BERWICK TOWNSHIP, ADAMS COUNTY
BOARD OF SUPERVISORS
REORGANIZATIONAL MEETING
JANUARY 3, 2011

CALL TO ORDER

The January 3, 2011 Reorganizational Meeting of the Berwick Township Board of Supervisors, Adams County, was held in the Berwick Township Municipal Building, 85 Municipal Road, Hanover, PA. Supervisor Robert Foltz called the meeting to order at 6:07 pm.

ROLL CALL

Roll call was taken. Supervisors Fred Nugent, Earle Black, Pete Socks and Alan Carey were present.

TEMPORARY CHAIRMAN – Earle Black nominated Pete Socks as Temporary Chairman, Fred Nugent seconded. Motion carried.

CHAIRMAN – Fred Nugent nominated Bob Foltz for Chairman, Pete Socks seconded. Motion carried with 4 yeas and Bob Foltz abstained. **(Res. 11-001)**

PRESIDING CHAIRMAN – Bob Foltz presided over the meeting.

VICE CHAIRMAN – Bob Foltz nominated Fred Nugent for Vice Chairman, Alan Carey seconded. Motion carried. **(Res. 11-002)**

SECRETARY – Bob Foltz nominated Janny Graham for Secretary, Pete Socks seconded. Motion carried. **(Res. 11-003)**

TREASURER – Fred Nugent nominated Earle Black for Treasurer, Alan Carey seconded. Motion carried. **(Res. 11-004)**

TREASURER BOND – Treasurer Bond was set at \$1,500,000.00, no motion was made.

ROADMASTER – Pete Socks nominated Bob Foltz for Roadmaster, Alan Carey seconded. Motion carried. **(Res. 11-006)**

PERMIT-ZONING OFFICER – Bob Foltz nominated Dean Hempfing for Permit/Zoning Officer, Pete Socks seconded. Motion carried. **(Res. 11-007)**

SOLICITOR – Bob Foltz made the motion to appoint Miller & Shultis as Township Solicitor per the attached fee agreement, Pete Socks seconded. Motion carried. **(Res. 11-008)**

ENGINEER – Alan Carey made the motion to appoint KPI Technology as Township Engineer per the attached fee agreement, Bob Foltz seconded. Motion carried. **(Res. 11-009)**

SEO – Bob Foltz made the motion to appoint Gil Picarelli of KPI Technology for Sewer Enforcement Officer and Dominic Picarelli of KPI Technology for Alternate SEO, Alan Carey seconded. Motion carried. **(Res. 11-010)**

VACANCY BOARD – Fred Nugent nominated Dianne Starr as Vacancy Board Chairman, Bob Foltz seconded. Motion carried. **(Res. 11-011)**

EMA – Bob Foltz made the motion to appoint Todd Dunlap as Emergency Management Agency Officer, Alan Carey seconded. Motion carried. **(Res. 11-012)**

EMERGENCY OPERATION PLAN – Standing Resolution No. 10-013.

EMERGENCY SUCCESSION – Standing Resolution No. 10-014.

DEPOSITORY OF FUNDS – Bob Foltz made the motion to accept People’s Bank as the depository for 2011 Township Funds, Pete Socks seconded. Motion carried. **(Res. 11-015)**

DEPOSITORY OF CD’S – Bob Foltz made the motion to appoint People’s Bank and Union National Community Bank as the depository of the Township Certificates of Deposits, Pete Socks seconded. Motion carried. **(Res. 11-016)**

DEPOSITORY OF ESCROW – Bob Foltz made the motion to appoint PNC Bank as the depository of the Township Escrow Accounts, Earle Black seconded. Motion carried. **(Res. 11-017)**

FIRE PROTECTION – Pete Socks made the motion to appoint United Hook & Ladder Company 33 for Fire/EMS/Rescue protection services, Alan Carey seconded. Motion carried. **(Res. 11-018)**

LST AGREEMENT – Standing agreement dated January 4, 2010 in with the Resolutions.

LOCAL SERVICE TAX – Standing Resolution No. 10-018.

YATB REPRESENTATIVE – Bob Foltz nominated Pete Socks as the Berwick Township’s Representative to the Board of directors of the York Adams Tax Bureau, Fred Nugent seconded. Motion carried. **(Res. 11-020)**

DELEGATE AT THE COMMONWEALTH TWP CONVENTION – No nomination.

MDIA – Fred Nugent made the motion to appoint Middle Department Inspection Agency as building inspection agency, Bob Foltz seconded. Motion carried. **(Res. 11-022)**

AUDITING FIRM – Fred Nugent made the motion to appoint Smith, Elliott, Kearns & Company as the accounting/auditing firm, Bob Foltz seconded. Motion carried. **(Res. 11-023)**

CHIEF ADM. OFFICER – Fred Nugent made the motion to appoint Earle Black as the Chief Administrative Officer for the Township Pension Plan, Bob Foltz seconded. Motion carried. **(Res. 11-024)**

ADAMS COUNTY HAZARD VULNERABILITY – Standing Resolution No. 10-022.

PACC AGREEMENT – Standing Resolution No. 10-025.

LP3 PIGGYBACK PROGRAM – Standing Resolution No. 10-035.

OPEN RECORDS OFFICER – Earl Black made the motion to appoint Alan Carey as Open Records Officer, Fred Nugent seconded. Motion carried. **(Res. 11-028)**

ALTERNATE PERMIT/ZONING OFFICER – Earle Black made the motion to appoint Keith Jacobson

as Alternate Permit/Zoning Officer, Bob Foltz seconded. Motion carried. **(Res. 11-029)**

YATB – Bob Foltz made the motion to appoint York Adams Tax Bureau (YATB) the Wage Tax Collector of Berwick Township, Pete Socks seconded. Motion carried. **(Res. 11-030) Standing**

ZHB – Fred Nugent made the motion to appoint Dorothy Monteith to serve a three (3) year term on the Zoning Hearing Board, Bob Foltz seconded. Motion carried. **(Res. 11-031)**

MILEAGE RATE – Pete Socks made the motion to approve the mileage rate set by the Internal Revenue to be used by the Township for reimbursement of travel mileage, Alan Carey seconded. Motion carried. **(Res. 11-032) Standing**

MILL RATE – Fred Nugent made the motion to approve the mill tax rate for general Township purposes set at 1.03 mills on each dollar of assessed valuation and tax rate for fire companies, the sum of .20 mills on each dollar of assessed valuation, Bob Foltz seconded. Motion carried. **(Res. 11-033)**

PERSONNEL MANUAL – Employee compensation was changed under Employee Classifications for Hourly Employees:

1. Hourly Full Time: Those employees who are regularly scheduled to work thirty-two (32) has been changed to thirty-five (35) hours per week to qualify as a full time employee.
2. Tier I Hourly Part Time: Those employees who are regularly scheduled to work at least twenty (20) hours per week but less than forty (40) has been changed to thirty-five (35) hours per week.

EXECUTIVE SESSION – Fred Nugent requested an executive session at 7:01 pm.

RECONVENED – Meeting reconvened at 7:55 and Executive Session was held to discuss personnel matters.

ADJOURNMENT – Alan Carey made the motion to adjourn at 7:56 pm, Fred Nugent seconded. Motion carried.

Respectfully Submitted:

Janny Graham, Township Secretary