

**BERWICK TOWNSHIP
BOARD OF SUPERVISORS ANNUAL REORGANIZATIONAL MEETING
JANUARY 3, 2012**

CALL TO ORDER & PLEDGE TO THE FLAG – The January 3, 2012 Berwick Township Board of Supervisors' Annual Reorganizational Meeting of Berwick Township, Adams County, was held in the Berwick Township Municipal Building, 85 Municipal Road, Hanover, PA. The meeting was called to order at 6:00 pm. Present were Supervisors Bob Foltz, Fred Nugent, Pete Socks and newly elected Barry Cockley. Earle Black was absent. Secretary Janny Graham was present. All stood for the Pledge of Allegiance to the Flag.

TEMPORARY CHAIRMAN NOMINATION – Fred Nugent made the **motion** to nominate Barry Cockley for Temporary Chairman, Pete Socks seconded. Motion carried with 4 years.

CITIZENS COMMENT – None

RECOGNIZE NEWLY APPOINTED SUPERVISORS – Barry Cockley

CHAIRMAN – Fred Nugent made the **motion** to nominate Bob Foltz for Chairman, Pete Socks seconded. Motion carried with 4 years. **(Res. #12-001)**

VICE CHAIRMAN – Bob Foltz made the **motion** to nominate Fred Nugent for Vice Chairman, Pete Socks seconded. Motion carried with 4 years. **(Res. #12-002)**

APPOINTMENTS:

SECRETARY – Fred Nugent made the **motion** to appoint Janny Graham as Township Secretary, Bob Foltz seconded. Motion carried with 4 years. **(Res. #12-003)**

TREASURER – Fred Nugent made the **motion** to appoint Janny Graham as Treasurer, Bob Foltz seconded. Discussion opened to review Treasurer duties. Motion carried with 4 years. **(Res. #12-004)**

TREASURER BOND – Pete Socks made the **motion** to approve Treasurer Bond for the amount of \$1,500,000.00, Fred Nugent seconded. Motion carried with 4 years. **(Res. #12-005)**

ROADMASTER – Barry Cockley made the **motion** to appoint Bob Foltz as Roadmaster, Pete Socks seconded. Motion carried with 3 years, Bob Foltz abstained. **(Res. #12-006)**

PERMIT/ZONING OFFICER – Bob Foltz made the **motion** to appoint Dean Hempfing Permit/Zoning Officer, Fred Nugent seconded. Motion carried with 4 years. **(Res. #12-007)**

SOLICITOR – Bob Foltz made the motion to appoint Tim Shultis as Township Solicitor, Pete Socks seconded. Motion carried with 4 years. **(Res. #12-008)**

ENGINEER – Pete Socks made the **motion** to appoint KPI Technology (Knoebel, Picarelli, Inc.) as Township Engineers, Bob Foltz seconded. Motion carried with 4 years. **(Res. #12-009)**

SEO & ALTERNATE – Bob Foltz made the **motion** to appoint Gilbert Picarelli with KPI as the Sewer Enforcement Officer and Dominic Picarelli as Alternate Sewer Enforcement Officer, Fred Nugent seconded. Motion carried with 4 years. **(Res. #12-010)**

CHAIRMAN OF THE VACANCY BOARD – Fred Nugent made the **motion** to appoint Diane Starr as Chairman of the Vacancy Board, Bob Foltz seconded. Motion carried with 4 years. **(Res. #12-011)**

EMERGENCY MANAGEMENT AGENT – Fred Nugent made the **motion** to appoint Todd Dunlap as Emergency Management Agent, Bob Foltz seconded. Motion carried with 4 years. **(Res. #12-012)**

INSPECTION AGENCY/MDIA (Middle Department Inspection Agency) – Bob Foltz made the **motion** to appoint MDIA as the Inspection Agency, Pete Socks seconded. Motion carried with 4 years. **(Res. #12-013)**

AUDITING FIRM (Smith, Elliott, Kearns & Company) – Fred Nugent made the **motion** to appoint Smith, Elliott, Kearns & Company as Auditing Firm for Township, Bob Foltz seconded. Motion carried with 4 years. **(Res. #12-014)**

OPEN RECORDS OFFICER – Fred Nugent made the **motion** to appoint Pete Socks as Open Records Officer, Bob Foltz seconded. Motion carried with 4 years. **(Res. #12-015)**

ALTERNATE PERMIT/ZONING OFFICER – Fred Nugent made the **motion** to appoint Keith Jacobson as Alternate Permit/Zoning Officer, Bob Foltz seconded. Motion carried with 4 years. **(Res. #12-016)**

YORK ADAMS TAX BUREAU REPRESENTATIVE – Pete Socks made the **motion** to appoint Barry Cockley as YATB Representative, Fred Nugent seconded. Motion carried with 4 years. **(Res. #12-017)**

CHIEF ADMINISTRATIVE OFFICER FOR THE TOWNSHIP PENSION PLAN – Bob Foltz made the **motion** to appoint Fred Nugent as Chief Administrative Officer for the Pension Plan, Pete Socks seconded. Motion carried with 4 years. **(Res. #12-018)**

DELEGATE FOR THE PSATS ANNUAL EDUCATIONAL CONFERENCE – Bob Foltz made the **motion** to appoint Barry Cockley as the Township Delegate for the PSATS Annual Educational Conference, Pete Socks seconded. Motion carried with 4 years. **(Res. #12-019)**

YORK ADAMS TAX BUREAU COLLECTION AGENCY – Bob Foltz made the **motion** to appoint York Adams Tax Bureau as the Township Tax Collection Agency, Fred Nugent seconded. Motion carried with 4 years. **(Res. #12-020)**

DEPOSITORY OF FUNDS (People's Bank) – Fred Nugent made the **motion** to appoint People's Bank for the Township Depository of Funds, Pete Socks seconded. Motion carried with 4 years. **(Res. #12-021)**

DEPOSITORY OF CD'S (People's Bank) – Fred Nugent made the **motion** to appoint People's Bank for the Township Depository of CD's, Bob Foltz seconded. Motion carried with 4 years. **(Res. #12-022)**

DEPOSITORY OF ESCROW (PNC Bank and People's Bank) – Fred Nugent made the **motion** to appoint PNC Bank and People's Bank for the Township Depository of Escrow Funds, Bob Foltz seconded. Motion carried with 4 years. **(Res. #12-023)**

FIRE PROTECTION (United Hook & Ladder Company 33) – Bob Foltz made the **motion** to appoint United Hook and Ladder Company 33 for the Township fire protection, Pete Socks seconded. Motion carried with 4 years. **(Res. #12-024)**

EMERGENCY OPERATION PLAN – Fred Nugent made the **motion** to approve the Emergency Operation Plan for Berwick Township, Barry Cockley seconded. Motion carried with 4 years. **(Res. #12-025)**

EMERGENCY SUCCESSION – Bob Foltz made the **motion** to approve the Emergency Succession of Municipal Officers for Berwick Township, Pete Socks seconded. Motion carried with 4 years. **(Res. #12-026)**

PROMULGATION – Bob Foltz made the **motion** to adopt Resolution #12-026, Fred Nugent seconded. Motion carried with 4 years.

MILL RATE – Fred Nugent made the **motion** to approve the Tax rate for 2012, Barry Cockley seconded. Motion carried with 4 years. **(Res. #12-027)**

ZONING HEARING BOARD – Bob Foltz made the **motion** to appoint Tom Starr to the Zoning Hearing Board for the term of 3 years, Pete Socks seconded. Motion carried with 4 years. **(Res. #12-028)**

PLANNING COMMISSION – Bob Foltz made the **motion** to appoint Elizabeth Crum to the Planning Commission for the term of 3 years, Fred Nugent seconded. Motion carried with 4 years. **(Res. #12-029)**

PERSONNEL MANUAL – Pete Socks made the **motion** to approve Personnel Manual Revision #3, Barry Cockley seconded. Motion carried with 4 years.

EXECUTIVE SESSION – Pete Socks called for an Executive Session at 6:45 p.m.

RECONVENED – Meeting reconvened at 7:10 p.m. Personnel matters were discussed.

TOWNSHIP AUDITOR – Fred Nugent made the **motion** to appoint Randy Reichart as the Township Auditor for the term of 6 years, Pete Socks seconded. Motion carried with 4 years. **(Res. #12-030)**

PAYROLL INCREASES – Pete Socks made the **motion** set an employee pay raise cap at 4%, Barry Cockley seconded. Motion carried with 4 years.

CITIZENS COMMENTS – None

QUESTIONS FROM THE PRESS – None

ADJOURNMENT – Pete Socks made the **motion** to adjourn at 7:14 p.m., Barry Cockley seconded. Motion carried.

Respectfully Submitted:

Janny Graham, Township Secretary