

**BERWICK TOWNSHIP
BOARD OF SUPERVISORS
REGULAR MEETING
SEPTEMBER 8, 2014**

CALL TO ORDER & PLEDGE TO THE FLAG: The September 8, 2014 regular meeting of the Berwick Township Board of Supervisors was held in the Berwick Township Municipal Building, 85 Municipal Road, Hanover, PA. Chairman Foltz called the meeting to order at 6:00 p.m. Present were Supervisors Robert Foltz, Earle Black, Barry Cockley, Pete Socks, Tom Danner, Solicitor Tim Shultis, Township Engineer Tim Knoebel and Township Secretary Jean Hawbaker. Mr. Foltz asked all to stand for the Pledge of Allegiance to the Flag.

CITIZENS COMMENTS: None.

CONSENT AGENDA: Supervisor Danner moved to approve the minutes of 8/11/14, bill list dated 9/8/14, unpaid bill list dated 9/8/14, balance sheet of 9/8/14 and the Roadmaster's report for August 2014, seconded by Supervisor Cockley. Supervisor Socks stated we are at a point in the cycle now where everything is coming up as hoped regarding paying the bills and not getting hit with any late fees. Mr. Socks stated we do have a provision in the resolution that if it is at that point, the bill can be paid. The motion carried with 5 yeas.

CORRESPONDENCE:

- United Hook & Ladder Annual Dinner – Supervisor's Cockley, Foltz, Socks and Danner will be attending. Mr. Black was unsure.

UNFINISHED BUSINESS:

1) Formation of Joint Berwick/Hamilton Authority – Supervisor Danner moved to authorize Tim Shultis to send a letter to Hamilton Township requesting a public meeting with both Boards hosted at Hamilton Township, seconded by Supervisor Cockley. The motion carried with 5 yeas.

Supervisor Foltz moved to authorize Mr. Shultis to contact the attorney in Chambersburg in this regard, seconded by Supervisor Danner. The motion carried with 5 yeas.

2) Abbottstown/Berwick Winter Road Agreement – The Secretary was instructed to send a letter to Abbottstown since there was no correspondence received from them and that Berwick Township would like a response before its next township meeting.

3) Earle Black's Past Insurance Premiums Resolve – Mr. Black indicated that 2008, 2009 and 2010 are correct.

Supervisor Danner stated that in October 2008 there was an agreement in the minutes on how your insurance was to be handled.

Mr. Black stated he did not remember that.

Mr. Danner stated that since Mr. Black is aware that he was invoiced incorrectly, the Township will need to figure out how much is owed for 2011, 2012 and 2013, since Mr. Black gave no indication or commitment to research or resolve the issue. Mr. Danner agreed to provide the validated information needed to correct the insurance premium issue. Supervisor Foltz moved to have Supervisor Danner pursue the corrected amounts, seconded by Supervisor Cockley. Motion carried with 4 yeas.

4) Building Maintenance on New Building Guttering/Snow Guards – Has been completed.

5) Smith's Retirement Papers Update – Jean Hawbaker stated that Mr. Smith completed his paperwork and sent it to PSATS.

6) Action on Cambrian Hills Sewer Inclusion Request - Supervisor Danner made a motion that the Board was not interested in this inclusion and authorized Tim Shultis to send a letter to J.A. Myers to this affect, seconded by Supervisor Pete Sock. The motion carried with 5 yeas.

Supervisor Foltz stated since it was acknowledged that there was confidential information taken out of the office without a right-to-know request; Tom Danner should handle further investigation and make recommendations to the Board as to the next course of action or actions to be taken by the Board. This was recommended due to the fact that Mr. Danner was not on the Board at the time of the perpetrated issues. Supervisor Foltz moved for Mr. Danner to handle further investigation, seconded by Supervisor Cockley. The motion carried.

Supervisor Socks made a motion to move forward with moving the door to the side of the trailer with a 36' steel door and supplies to make a new set of steps, seconded by Supervisor Cockley. The motion carried with 5 yeas.

NEW BUSINESS:

1) Supervisor Foltz moved to adopt Resolution #14-033 – Standards for Municipal Pension Systems, Resolution #14-034 – Restatement Approval and Restated Declaration of Health Insurance Trust and Resolution #14-035 – Restatement Approval and Restate Declaration of Pension Trust, seconded by Supervisor Cockley. The motion carried with 5 yeas.

2) 2015 Minimum Municipal Obligation for Pension Plan – Acknowledged by the Board and will concur.

3) Lincoln Speedway – Tax Remittance Issues – Tim Shultis prepared a letter to Alan Kreitzer asking him to explain how various numbers are calculated. Supervisor Danner moved to authorize Tim Shultis to include free admissions and send the letter, seconded by Supervisor Socks. The motion carried with 5 yeas.

4) Personnel Manual Updates – There was discussion on earned vacation time and being paid for if employment terminates since precedence has already been set with previous employees, contrary to the current Personnel Manual Policy. Earned time off cannot be taken away, concurrent to the current wording in the present Manual. It was suggested by Supervisor Danner

that the current Personnel Manual wording needs to be changed that new employees will have to adhere to accrued earned bi-weekly vacation and will not have automatic vacation time in the beginning of each year. Supervisor Danner will revise as discussed, for review by the Board at the next meeting.

Mr. Shultis will prepare a resolution for Supervisors included in Township insurance are logged into Personnel Manual and reviewed by the auditors each year for compliance per the Second Class Township Code.

5) Budget Workshop – Supervisor Foltz moved to schedule a Budget Workshop on September 26, 2014 at 1:00 p.m. and authorized advertisement, seconded by Supervisor Cockley. The motion carried with 5 yeas. October 3rd was also discussed as a possible date.

6) Sewer Plant Parking Lot Quote – Supervisor Danner moved to approve the quote received from John Parichuk Paving in the amount of \$2,500 to seal coat the parking lot at the sewer plant, seconded by Supervisor Cockley. The motion carried with 5 yeas.

7) Checklist of Winter Preparation and Road Reports – Supervisor Foltz stated the township is prepared. The Secretary was instructed to check how it is written if there is an emergency and people needed to be called in.

8) 737 Racetrack Road – Supervisor Foltz stated there was a safety issue here so had the tree limb removed. Tabled until the bill is received to discuss payment from the property owner.

There was discussion on dead shrubs at the pump station at the corner of Racetrack Road. Supervisor Foltz will look into it.

Supervisor Foltz stated he needs to get two buckets of sealer. A couple of people were parked on the road when Hammaker was fogging, so the township will take care of this.

Supervisor Danner commended the road crew on the road project

Supervisor Cockley made a motion to install a “No Parking on Township Streets During Winter Precipitation” sign in Summit Ridge. The motion died for a lack of a second.

CODE ENFORCEMENT/PERMIT REPORT:

Villa Vista Sight Distance – A meeting is scheduled on September 10, 2014 with Will Tallman. Property owners were notified by letter.

J.A. Myers is building all five lots at the same time. It would make more sense to have parking on the same side as the houses versus across the road until they have completed construction. The Board agreed with Mr. Hartman.

Mr. Hartman submitted and reviewed the township permits issued in August 2014 and a list of code violations and their status.

Outdoor Furnace Regulations Update – Mr. Hartman gave the Board a copy of DEP regulations and will give copies of it to current owners of outdoor furnaces.

Supervisor Foltz moved to have Tim Shultis look into preparing a Property Maintenance Ordinance, seconded by Supervisor Danner. The motion carried with 5 yeas.

ENGINEER'S REPORT:

- WWTP Monthly Operations Report – August 2014.
- Monthly Pending Plans Report.
- Sanitary Sewer Maintenance Contract – The bonds are being delivered tomorrow.
- Sewer Bio Solids Application – The first round of samples were taken. The next round will be done in October, and then the application will be sent to DEP.

SOLICITOR'S REPORT:

- A meeting is scheduled on September 22, 2014 at 8:00 a.m. with Mike Nazarro regarding the O'Brien right-of-way.
- Bob Chernicoff representing Don Irwin would like to meet with the Board on October 13, 2014. The Board agreed to meet with Mr. Chernicoff on October 13, 2014 at 6:00 p.m. in executive session.

Supervisor Cockley mentioned that the issue of the dry hydrant at Summit Ridge was brought up to him. There was a bill received for repair. Mr. Cockley stated there are other hydrants in the township that are paid for by the township. The township should pay for all hydrants or none of them..

Supervisor Foltz stated York Water charges the township a rental fee and York Water maintains them.

Supervisor Danner stated the dry hydrant should have been maintained and should not be the township's full responsibility.

Supervisor Cockley wanted to know if the township would be willing to make a contribution to the H.O.A. for the repairs and or maintenance.

Supervisor Socks stated if you pay for this hydrant the rest of the hydrant owners will want theirs paid for too.

Supervisor Danner would like to know what type of maintenance program is set up so this doesn't happen again.

Adjournment was at 9:07 p.m. by motion of Supervisor Foltz, seconded by Supervisor Socks.

The next regularly scheduled meeting of the Berwick Township Board of Supervisors will be held on October 13, 2014 at 6:00 p.m. at 85 Municipal Road, Hanover, PA 17331.

Respectfully submitted,

Jean A. Hawbaker
Secretary