

**BERWICK TOWNSHIP
BOARD OF SUPERVISORS
REGULAR MEETING
MAY 9, 2016**

CALL TO ORDER AND PLEDGE TO THE FLAG: The May 9, 2016 regular meeting of the Berwick Township Board of Supervisors was held in the Berwick Township Municipal Building, 85 Municipal Road, Hanover, PA. Chairman Socks called the meeting to order at 6:00 p.m. Present were Supervisors Pete Socks, Earle Black, Barry Cockley, Tom Danner, Solicitor Tim Shultis, Engineer Tim Knoebel, Secretary Jean Hawbaker. Bob Foltz could not attend this meeting. Chairman Socks asked all to stand for the Pledge of Allegiance to the Flag.

PUBLIC COMMENT (AGENDA ITEMS): None.

CONSENT AGENDA: Supervisor Danner made a motion to approve the consent agenda, which includes the minutes of April 11, 2016, bill lists, unpaid bill lists and balance sheets dated May 6, 2016, and Roadmaster's report for April 2016, seconded by Supervisor Cockley. Supervisor Danner stated the Med-Ed bills are prorated this month and should be more accurate on next month's billing. **Roll Call: Danner – yes, Socks – Yes, Cockley – yes, Black – yes. Motion carried.**

CORRESPONDENCE:

- 1) **Penn Township's Request for a Meeting Regarding Sewer Project:** Tim Knoebel presented drawings showing different phases. Penn Township would like to know if there is any interest to hook a couple of adjacent properties into their sewer system. Supervisor Danner will set up a meeting with Penn Township.

- 2) **Kinsley Properties – Bermudian Keys Lot 1 Final Land Development Plan – Request for a Five Year Extension** – Supervisor Danner made a motion to grant an extension until June 4, 2020, including a \$500.00 permit extension fee, seconded by Supervisor Black. **Roll Call: Black – yes, Cockley – yes, Socks – yes, Danner – yes. Motion carried.**

UNFINISHED BUSINESS:

- 1) **Update of the NOMA Sewer Transition** – The Board is waiting for a proposal from Hamilton Township.

- 2) **Update on Building Inspection/Code Enforcement RFP's** – Supervisor Socks made a motion to schedule a Workshop on May 27, 2016 at 1:00 p.m. to discuss this issue and any other business, and authorized advertisement, seconded by Supervisor Danner. **Roll Call: Danner – yes, Socks – yes, Cockley – yes, Black – yes. Motion carried.**

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NEW BUSINESS:

- 1) **Road Occupancy Permits** – Tim Shultis prepared an ordinance and draft resolution for the Board to review. Supervisor Danner made a motion for KPI to review and comment on the ordinance, seconded by Supervisor Cockley. **Roll Call: Danner – yes, Socks – yes, Cockley – yes, Black – yes. Motion carried.** The Board will discuss this at their next meeting.

- 2) **Weight Limit Restrictions on Roads – Ordinance #16-01** – Supervisor Socks asked for public comment on the proposed ordinance. Hearing none, Supervisor Danner made a motion to adopt Ordinance #16-01, which includes 10 ton weight limits on Race Track Road (T-505), Kinneman Road (T-506), Hershey Heights Road (T-499), Lobell Road (T-507) and Bair Road (T-504), seconded by Supervisor Socks. Supervisor Danner stated the township has permission from Abbottstown Borough and Penn Township to post at the beginning of the entrances on Hershey Heights Road at Route 194 and Kinneman Road at Route 30. **Roll Call: Black – no, Cockley – yes, Socks – yes, Danner – yes. Motion carried.**

Tim Shultis stated the Ordinance makes reference to an agreement in the event someone wishes to get a permit for loads in excess of the weight limit. Mr. Shultis presented a draft excess maintenance agreement, also attached is a standard PennDOT permit application, which we will need to use as a model. We need to notify the trucking companies that use the township roads. After the roads are posted, we need to notify the State Police. If we issue permits, we need to notify the State Police. The Secretary was instructed to tailor a permit application form similar to PennDOT's, and will get with Supervisor Danner to notify the trucking companies.

- 3) **PEMA/FEMA Kick-Off Meeting May 13, 2016 at 2:30 p.m. – Snow Storm Reimbursement** – Supervisor Socks made a motion to authorize the Secretary to attend, seconded by Supervisor Cockley. **Roll Call: Danner – yes, Socks – yes, Cockley – yes, Black – yes. Motion carried.**

- 4) **Roads and Side Gutters** – Supervisor Black stated there are some roads that are starting to collapse, and gutters are full of leaves. Some of the roads are Beaver Creek Road and High Rock Road. The Board tabled until the next meeting.

- 5) **Part Time Office Cleaning** – Supervisor Cockley made a motion to make an offer to Christine Lookingbill for part time office cleaning at \$12.75 per hour, four hours per week, and no benefits, seconded by Supervisor Black. **Roll Call: Danner – yes, Socks – yes, Cockley – yes, Black – yes. Motion carried.**

- 6) **Secretary Meeting Day Hours** – Supervisor Socks made a motion to revise the Secretary’s hours on meeting days to 10:00 a.m. to 6:00 p.m., and pay \$50.00 per meeting with a condition that the flat rate doesn’t conflict with labor laws. Mr. Shultis will let the Board know by their May 27, 2016

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Workshop, seconded by Supervisor Cockley. **Roll Call: Black – yes, Cockley – yes, Socks – yes, Danner – yes. Motion carried.**

- 7) **Street Sweeping** – Supervisor Danner stated we checked on renting equipment, which would have cost the township \$2,500.00, so we contacted Conewago Township regarding street sweeping. They will charge \$100.00 per hour, which includes the following roads: Segovia Court, El Greco Street, Villa Vista Drive, Orchard Drive, Eisenhart Drive, Spicer Drive, Fawn Hill Road, N. Orchard View Drive and S. Orchard View Drive. They will dump the load of stones so we can do with them what we want. It should take a day or two. Supervisor Danner made a motion to approve Conewago Township to perform street sweeping on the above mentioned roads, and any others that are deemed necessary, seconded by Supervisor Socks. Supervisor Black wanted to know why we aren’t sweeping Beaver Creek Road or Race Track Road. Mr. Black was told to make notes on additional roads he feels should be swept, and will let the Board know at the May 27, 2016 workshop. **Roll Call: Danner – yes, Socks – yes, Cockley – yes, Black – yes. Motion carried.**

ADAMS REGIONAL EMERGENCY MEDICAL SERVICES (AREMS):

433 total incidents – 24 calls in Berwick for April 2016

UNITED HOOK & LADDER (UHL):

67 total incidents – 7 calls in Berwick for April 2016

STATE POLICE:

22 calls for April 2016

CODE ENFORCEMENT/PERMIT REPORT:

8 permits issued in April 2016

Supervisor Danner stated the property on Carlisle Pike is in compliance with their demolition permit.

ENGINEER'S REPORT:

- 1) **WWTP Operations Report** – April 2016
- 2) **Pending Plans Report** – No action items
- 3) **Beaver Creek Road DEP Permit** – Tim Knoebel stated Beaver Creek Road will require a DEP permit to repair the headwall at a culvert pipe. Supervisor Danner made a motion to authorize KPI to obtain a DEP permit, seconded by Supervisor Cockley. **Roll Call: Danner – yes, Socks – yes, Cockley – yes, Black – yes. Motion carried.**

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Supervisor Danner wanted to know if there was an update on the Hershey Heights culvert. Tim Knoebel state no.

SOLICITOR'S REPORT:

- 1) O'Brien's case was transferred to Commonwealth Court. The oral argument has not been scheduled yet.

SUPERVISOR'S COMMENTS:

Tom Danner – Met with Oxford Township and the Brethren Home regarding a request for a traffic light at the intersection of Village Drive and Enterprise Drive. We were in agreement to send a letter to Adams County Transportation Planning Organization (ACTPO) to get their recommendation. Supervisor Danner made a motion to sign the letter, seconded by Supervisor Black. **Roll Call: Black – yes, Cockley – yes, Socks – yes, Danner – yes. Motion carried.**

Pete Socks – We will go into executive session to talk briefly to the Tax Collector.

Barry Cockley – None.

Earle Black – None.

PUBLIC COMMENT (GENERAL):

- 1) **Linda Siegle – 193 Orchard Drive** – Ms. Siegle stated there are criteria and qualifications in the Supervisor's handbook regarding appointments on various Boards'.

The Board went into executive session at 6:54 p.m. to discuss personnel matters related to the Tax Collector.

The Board came out of executive session at 7:20 p.m.

Supervisor Cockley made a motion to adjourn, seconded by Supervisor Socks.

The next regularly scheduled meeting of the Berwick Township Board of Supervisors will be held on June 13, 2016, 6:00 p.m. in the Municipal Building, 85 Municipal Road, Hanover, PA 17331

Respectfully submitted,

Jean A. Hawbaker
Secretary/Treasurer
**BERWICK TOWNSHIP
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