

**BERWICK TOWNSHIP
BOARD OF SUPERVISORS
REGULAR MEETING DECEMBER 11, 2017**

CALL TO ORDER AND PLEDGE TO THE FLAG – The December 11, 2017 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, Barry Cockley, Earle Black, Tom Danner, Solicitor Tim Shultis, Engineer Tim Knoebel and Secretary Jean Hawbaker. Supervisor Bob Foltz was not in attendance.

PUBLIC COMMENT (AGENDA ITEMS) – None.

CONSENT AGENDA – Barry Cockley made a motion to approve the consent agenda, which includes the minutes of November 13, 2017, bill lists, unpaid bill lists, balance sheets dated December 8, 2017, and Road master's report for November 2017, seconded by Tom Danner. **Roll Call: Black – yes, Cockley – yes, Danner – yes, Socks – yes. Motion carried unanimously.**

UNITED HOOK & LADDER

Assistant Chief, Nick Shaffer stated there were 36 total calls, 2 of which were in Berwick for the month of November, and a \$15,000 fire loss. We had fire prevention throughout October. We gave 200+ smoke alarms out, and have a few leftover if anybody needs one. Reminded everyone to keep their trees watered, and not overload the outlets.

CORRESPONDENCE

- 1) **United Hook & Ladder Annual Banquet Invitation to be held on January 29, 2018** - All Supervisors and possibly the Secretary will be attending.
- 2) **Susan Starr Paddock** - Support for Act 42 opting out of Mini-Casino.
- 3) **Tax Collector Expenses** – Supplies included the yearly rental fee that is paid to the township for use of the building to collect taxes. The Board agreed to deduct the rental fee from the total and pay \$165.30, and put on the next unpaid bill list. The Secretary will relay this to the Tax Collector.

UNFINISHED BUSINESS

- 1) **Sewer Truck Paint Quotes** – The Board tabled until their workshop tomorrow.
- 2) **Audit Quotes** – Tom Danner made a motion to accept the quote from Smith, Elliott & Kearns as follows: 2017 - \$6,200; 2018 - \$6,300; 2019 – 6,400, seconded by Pete Socks. **Roll Call: Black – yes, Cockley – no, Socks – yes, Danner – yes. Motion carried.**

- 3) **Race Track Road Resurfacing** – The Board tabled until their workshop tomorrow.
December 11, 2017
- 4) **Consider Loan to AREMS** – Tim Shultis spoke to Kevin Moul and questioned whether the township could lend them money. There is a provision in the constitution that says you can't. There are some exclusions for public purposes. Assuming we can get over this hurdle, we could loan them the \$85,000 plus interest. If it is a violation, we could buy the ambulance and sell it to them. The Gettysburg Fire Department and United Hook & Ladder should become the guarantors of the loan to AREMS. Barry Cockley made a motion to authorize Tim Shultis work on a loan transaction for AREMS in the amount of \$85,000 at a 60-month term and an interest rate of 2%. If we can't proceed with a loan, we should pursue other options to make this happen, seconded by Earle Black. **Roll Call: Black – yes, Cockley – yes, Socks – yes, Danner – yes. Motion carried unanimously.**
- 5) **Act 42 of 2017 – Mini-Casino Resolution** – Tom Danner made a motion to adopt Resolution #2017-08, seconded by Pete Socks. The Secretary was instructed to send the letter certified to the PA Gaming Control Board, and respond back to Susan Starr Paddock. **Roll Call: Black – yes, Cockley – yes, Socks – yes, Danner – yes. Motion carried unanimously.**
- 6) **Irishtown prices for discarded material** – Earle Black stated they charge \$5.00 for a load of trees and brush, and \$15.00 for a load of rock or cement. Earle Black made a motion for Brian Ernst to take care of this, seconded by Pete Socks. The Board decided to discuss this at their workshop. The motions for first and second were withdrawn.
- 7) **Hamilton Township Sewer Flow Transfer** – Tim Knoebel stated Craig Zack met with Adam Winter of the New Oxford Municipal Authority. A memo detailing what is required was submitted. The flow meter panel should be completely removed. Sewer line entering Berwick's manhole MH 320 should be dug up and disconnected. The interior of MH 320 should be thoroughly plugged and sealed, as well as the metering manhole and MHG-1. Representatives of the township would like to be present when this takes place on January 2, 2018.
- 8) **Permit Fee Schedule** – Tom Danner stated there are some items that need administrative costs added to them. Mr. Danner made a motion to charge a \$15.00 administrative fee to those items that do not have a building cost associated with it, seconded by Pete Socks. **Roll Call: Black – yes, Cockley – no, Socks – yes, Danner – yes. Motion carried.**

NEW BUSINESS

- 1) **Set Re-organizational Meetings and Authorize Advertisement** – Tom Danner made a motion to set the Board of Supervisors Re-organizational meeting on January 2, 2018 at 6:00 p.m. and the Township Auditor's on January 3, 2018 at 6:00 p.m. The Planning

Commission will hold their meeting on January 3, 2018 at 6:15 p.m., seconded by Barry Cockley. **Roll Call: Black – yes, Cockley – yes, Socks – yes, Danner – yes. Motion carried unanimously.**

December 11, 2017

- 2) **Capital Improvements/Road Master/Sewer Plant Position** – The Board agreed to discuss these issues in the Workshop scheduled on December 12, 2017.
- 3) **Gift Cards** – Pete Socks made a motion to give gift cards as follows: \$100.00 to the employees, \$50.00 to the Planning Commission members, and \$50.00 to the Zoning Hearing Board members, seconded by Barry Cockley. **Roll Call: Black – yes, Cockley – yes, Socks – yes, Danner – abstained. Motion carried.**
- 4) **JPS Granite** – Tom Danner stated he attempted 3 times to reach someone at JPS Granite to discuss their parking issues. Mr. Danner made a motion for the Secretary to send the landlord and tenant a letter requesting a meeting to clarify the uses on the property, and the required parking as per the Zoning Ordinance, seconded by Pete Socks. **Roll Call: Black – yes, Cockley – yes, Socks – yes, Danner – yes. Motion carried unanimously.**

AREMS

12 calls in November

STATE POLICE

37 calls in November

CODE ENFORCEMENT/PERMITS

8 permits in November

Tom Danner stated Jim Graham is being proactive. I spoke to him about vehicles sitting around and whether or not they were previous or new violations. Mr. Graham will check the files on these properties.

ENGINEER'S REPORT

- 1) **WWTP Operation Report** – A violation for effluent total suspended solids was reported for the month as both the average monthly and weekly maximum average were exceeded by 2 mg/l. Process adjustments were made to address the issue.
- 2) **Pending Plans Report** – No action items.
- 3) **James and Ailene Manning – Final Subdivision Plan/Non-Building Waiver (Between Kinneman Road/Abbottstown Pike) – Must act by 2-7-18** – The plan proposes to

subdivide the parent parcel of 97.502 acres into one 46-acre parcel to contain the existing Manning homestead one +/- 49-acre lot fronting on Kinneman Road and one 1.99-acre lot also fronting on Kinneman Road. A sliver of the parent parcel will be added to the lot of Donald and Patricia Ruth.

December 11, 2017

Pete Socks made a motion to approve the Non-Building Waiver, seconded by Earle Black. **Roll Call: Black – yes, Cockley – yes, Socks – yes, Danner – yes. Motion carried unanimously.**

Pete Socks made a motion to approve the James and Ailene Manning Final Subdivision Plan subject to getting the required signatures, deed of consolidation and Non-Building Waiver as per KPI Technology's letter dated 12-11-17 seconded by Earle Black. **Roll Call: Black – yes, Cockley – yes, Socks – yes, Danner – yes. Motion carried unanimously.**

- 4) **O'Brien's** - Will be verifying wetlands on our sewer right-of-way.

SOLICITOR'S REPORT

- 1) **Authorize Advertisement for ATV Ordinance** – Tom Danner made a motion to authorize advertisement, seconded by Barry Cockley. **Roll Call: Black – yes- Cockley – yes, Socks – yes, Danner – yes. Motion carried unanimously.**
- 2) **Unenclosed Storage Text Amendment** – The text amendment to Section 603C(1) was sent to the Planning Commission's to review and comment. Pete Socks made a motion to authorize advertisement, seconded by Tom Danner. **Roll Call: Black – yes, Cockley – yes, Socks – yes, Danner – yes. Motion carried unanimously.**

PUBLIC COMMENT (GENERAL) – None.

SUPERVISORS COMMENTS

Earle Black – We never finished the employee manual. Tom Danner stated we adopted what was revised. The revised copy will be given to the employees. Mr. Black had a question about plowing snow in the middle of the night, and if still plowing the next day at the employee's regular start time, do they get paid regular or overtime pay. Mr. Danner stated we need to look into it.

Barry Cockley – None.

Pete Socks – None.

Tom Danner – None.

Barry Cockley made a motion to adjourn at 7:35 p.m., seconded by Pete Socks. Motion carried unanimously.

The 2018 Re-organizational meeting of the Berwick Township Board of Supervisors will be held on January 2, 2018, 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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