

**BERWICK TOWNSHIP
BOARD OF SUPERVISORS
ANNUAL REORGANIZATION MEETING
JANUARY 2, 2018**

CALL TO ORDER & PLEDGE TO THE FLAG – The January 2, 2018 Berwick Township Board of Supervisors Annual Reorganizational Meeting was held in the Municipal Building, 85 Municipal Road, Hanover. The meeting was called to order at 6:00 p.m. Present were Supervisors Pete Socks, Barry Cockley, Earle Black, Tom Danner, Scott Kennedy, Secretary Jean Hawbaker.

PUBLIC COMMENT – None.

TEMPORARY CHAIRMAN – Earle Black made a motion to nominate Barry Cockley as Temporary Chairman, seconded by Tom Danner. **Roll Call: Black – yes, Cockley – yes, Socks – yes, Danner – yes, Kennedy – yes. Motion carried unanimously.**

CHAIRMAN NOMINATION – Tom Danner made a motion to nominate Pete Socks as Chairman, seconded by Scott Kennedy. **Roll Call: Black – yes, Cockley – yes, Socks – yes, Danner – yes, Kennedy – yes. Motion carried unanimously.**

VICE-CHAIRMAN NOMINATION – Scott Kennedy made a motion to nominate Tom Danner as Vice-Chairman, seconded by Barry Cockley. **Roll Call: Black – yes, Cockley – yes, Socks – yes, Danner – yes, Kennedy – yes. Motion carried unanimously.**

2018 APPOINTMENTS

SECRETARY/TREASURER	Jean A. Hawbaker
RIGHT-TO-KNOW OFFICER	Pete Socks, Jr.
OFFICE MANAGER	Pete Socks, Jr.
TREASURER'S BOND	1,500,000.00
CODE ENFORCEMENT/ZONING OFFICER	James Graham (PA Municipal Code Alliance)
UCC INSPECTION AGENCY	PA Municipal Code Alliance
SEWER PLANT OPERATOR	Ryan Swope (Swope Water Management)
ENGINEER	Tim Knoebel (KPI Technology, Inc.)
SEWAGE ENFORCEMENT OFFICER/ALTERNATE	Gil Picarelli/Alt. Dominic Picarelli
SOLICITOR	Timothy J. Shultis
ROADMASTER	Vacant
DEPOSITORIES	People's Bank/M&T Bank
TAX COLLECTOR (HEAD TAX)	Deborah A. Becker
DEPUTY TAX COLLECTOR	Tammie Knight
EMERGENCY MANAGEMENT AGENT	Vacant
VACANCY BOARD CHAIRMAN	Robert Reese, Jr.
ACCOUNTING/AUDITING FIRM	Smith, Elliott, Kearns & Co.
YORK ADAMS TAX BUREAU REPRESENTATIVE	Barry Cockley
PENSION PLAN CHIEF ADMINISTRATIVE OFFICER	Barry Cockley
YORK ADAMS TAX BUREAU COLLECTION AGENCY	Wage Tax Collector
FIRE/RESCUE SERVICES	United Hook & Ladder Co. #33
EMS	Adams Regional Emergency Medical Services

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Tom Danner made a motion to approve the 2018 Appointments, seconded by Pete Socks. **Roll Call: Black – yes, Cockley – yes, Socks – yes, Danner – yes, Kennedy – yes. Motion carried unanimously.**

TAX MILLAGE RATE (RESOLUTION #18-01) – Real Estate (.15 mills) Fire – (.25 mills) – Barry Cockley made a motion to adopt Resolution #18-01, seconded by Scott Kennedy. **Roll Call: Black – yes, Cockley – yes, Socks – yes, Danner – yes, Kennedy – yes. Motion carried unanimously.**

OFFICE HOURS FOR THE PUBLIC – 9:00 a.m. to 4:00 p.m. – Pete Socks made a motion to approve the office hours for the public, seconded by Barry Cockley. **Roll Call: Black – yes, Cockley – yes, Socks – yes, Danner – yes, Kennedy – yes. Motion carried unanimously.**

2018 MILEAGE RATE – 54.5 cents – Pete Socks made a motion to approve the mileage rate, seconded by Tom Danner. **Roll Call: Black – yes, Cockley – yes, Socks – yes, Danner – yes, Kennedy – yes. Motion carried unanimously.**

2018 FEE SCHEDULES FOR SOLICITOR, ENGINEER, SEO, ZONING/CODE ENFORCEMENT/UCC – Barry Cockley made a motion to accept the 2018 fee schedules, seconded by Tom Danner. **Roll Call: Black – yes, Cockley – yes, Socks – yes, Danner – yes, Kennedy – yes. Motion carried unanimously.**

VOTING DELEGATE TO STATE CONVENTION – No interest in attending.

ZONING HEARING BOARD (RESOLUTION #18-02) – Pete Socks made a motion to adopt Resolution #18-02 reappointing Tom Starr to the Zoning Hearing Board, seconded by Barry Cockley. **Roll Call: Black – yes, Cockley – yes, Socks – yes, Danner – yes, Kennedy – yes. Motion carried unanimously.**

PLANNING COMMISSION – Tom Danner made a motion to reappoint Keith Jacobson to the Planning Commission, seconded by Earle Black. **Roll Call: Black – yes, Cockley – yes, Socks – yes, Danner – yes, Kennedy – yes. Motion carried unanimously.**

MEETING DATES - Scott Kennedy made a motion to approve the Supervisors, Planning Commission and Zoning Hearing Board's meeting dates, seconded by Earle Black. **Roll Call: Black – yes, Cockley – yes, Socks – yes, Danner – yes, Kennedy – yes. Motion carried unanimously.**

2018 SCHEDULE OF MEETING DATES HELD AT 85 MUNICIPAL ROAD, HANOVER

SUPERVISORS – 2nd MONDAY OF MONTH AT 6:00 P.M.

JANUARY 8	JULY 19
FEBRUARY 12	AUGUST 13
MARCH 12	SEPTEMBER 10
APRIL 9	OCTOBER 8
MAY 14	NOVEMBER 13 (Tuesday)
JUNE 11	DECEMBER 10

PLANNING COMMISSION – 1st WEDNESDAY OF MONTH AT 6:00 P.M.

JANUARY 3	JULY 5 (Thursday)
FEBRUARY 7	AUGUST 1
MARCH 7	SEPTEMBER 5
APRIL 4	OCTOBER 3
MAY 2	NOVEMBER 7
JUNE 6	DECEMBER 5

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ZONING HEARING BOARD – 3rd THURSDAY OF MONTH AT 9:00 A.M.
(AS NEEDED)

JANUARY 18	JULY 19
FEBRUARY 15	AUGUST 16
MARCH 15	SEPTEMBER 20
APRIL 19	OCTOBER 18
MAY 17	NOVEMBER 15
JUNE 21	DECEMBER 20

Tom Danner made a motion to approve the holidays observed, seconded by Earle Black. **Roll Call: Black – yes, Cockley – yes, Socks – yes, Danner – yes, Kennedy – yes. Motion carried unanimously.**

2018 HOLIDAYS OBSERVED

NEW YEAR'S DAY – JANUARY 1
GOOD FRIDAY – MARCH 30
PRIMARY ELECTION DAY – MAY 15
MEMORIAL DAY – MAY 28
INDEPENDENCE DAY – JULY 4
LABOR DAY – SEPTEMBER 3
GENERAL ELECTION DAY – NOVEMBER 6
VETERANS DAY – NOVEMBER 12
THANKSGIVING DAY – NOVEMBER 22
CHRISTMAS DAY – DECEMBER 25

NEW BUSINESS:

- 1) **Planning Commission Year-End Report** – Tom Danner made a motion to accept, seconded by Earle Black. **Roll Call: Black – yes, Cockley – yes, Socks – yes, Danner – yes, Kennedy – yes. Motion carried unanimously.**
- 2) **Zoning Hearing Board Year-End Report** – Earle Black made a motion to accept, seconded by Tom Danner. **Roll Call: Black – yes, Cockley – yes, Socks – yes, Danner – yes, Kennedy – yes. Motion carried unanimously.**
- 3) **Pension Plan Disclosure Statement (Act 44)** – Earle Black made a motion to accept, seconded by Barry Cockley. **Roll Call: Black – yes, Cockley – yes, Socks – yes, Danner – yes, Kennedy – yes. Motion carried unanimously.**
- 4) **LABS Proposal for analytical services for 2018** – Tom Danner made a motion to accept, seconded by Scott Kennedy. **Roll Call: Black – yes, Cockley – yes, Socks – yes, Danner – yes, Kennedy – yes. Motion carried unanimously.**
- 5) Ryan found a leak at the sewer plant, which has been resolved.
- 6) The ceiling collapsed in the men's bathroom due to a frozen pipe. A plumber came out to repair it. Bob Frock will fix ceiling and put in insulation.

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- 7) Bob Frock stated there was an issue with the heater at a pump station. Mr. Frock was told to get 4 good heaters, and a sewer cap.
- 8) Mr. Frock will check to see when oil changes were last performed on the trucks.
- 9) Pete Socks stated Bob Frock did a good job this weekend with the snow, and Dave Seymore's worker drove the pickup. Earle Black made a motion to pay \$30.00 per hour using the township's equipment, and \$160.00 per hour using Dave Seymore's equipment, seconded by Tom Danner. **Roll Call: Black – yes, Cockley – yes, Socks – abstained, Danner – yes, Kennedy – yes. Motion carried.**
- 10) Bob Frock stated the plow shoes may need to be welded in the future. Mr. Frock asked about using a township cell phone. Mr. Danner stated he was using the cell phone for PA One Calls, and will bring back to the office. The key issue has been resolved.

Barry Cockley made a motion to adjourn at 6:25 p.m., seconded by Pete Socks. Motion carried.

Respectfully submitted,

Jean A. Hawbaker
Secretary/Treasurer
**BERWICK TOWNSHIP
BOARD OF SUPERVISORS**