

**BERWICK TOWNSHIP, ADAMS COUNTY  
BOARD OF SUPERVISORS  
REGULAR MEETING  
FEBRUARY 10, 2014**

**CALL TO ORDER & PLEDGE TO THE FLAG**

The February 10, 2014 regular meeting of the Berwick Township Board of Supervisors, Adams County, was held in the Berwick Township Municipal Building, 85 Municipal Road, Hanover, PA. Chairman Robert Foltz called the meeting to order at 6:00 pm. Present were Supervisors Robert Foltz, Pete Socks, Earle Black, and Barry Cockley. Solicitor Tim Shultis, Code Enforcement Officer Mike Hartman, and Township Secretary Karen Eakin were also present. Supervisor Tom Danner listened to the meeting via Skype. Bob Foltz asked all to stand for the Pledge of Allegiance to the Flag.

**CITIZENS COMMENTS**

COMMUNITY YARD SALE – Bea Haskins stated that the Hilltop Community Association is grateful to the Township for allowing the yard sale to be held on the Municipal property for the last two years. She stated that in light of recent actions by the Board of Supervisors, the Association is seeking another location for the yard sale going forward. This would relieve the association of the burden of holding a Township-wide yard sale, and relieve the Township from any liability.

PARK COMMITTEE – Bea Haskins stated that she did not offer a report at the last Board meeting. She stated that the committee has grown and recently met with the DCNR regional advisor. The advisor provided a Public Participation Guide and suggested seeking additional public input. She attempted to respond to the Chairman's comments made at the January 27 Board meeting regarding ACT 21 but could not understand the relevance to the park. The Chairman stated that the reference was meant to be Agenda 21.

RECOGNITION OF LORETTA NACE – The Board of Supervisors presented Loretta Nace with a plaque thanking her for 42 years of dedicated service to the Township as Tax Collector.

**APPROVE CONSENT AGENDA**

MINUTES for 01/27/14 – Barry Cockley made the **motion** to approve the Minutes, seconded by Pete Socks. Solicitor Shultis stated that the Minutes should reflect that he said that Supervisor Danner can listen to the meetings via Skype but he did not know whether Mr. Danner would be able to vote. The change to the Minutes will be made. Supervisor Socks stated that Scott Coburn from PSATS said he would be permitted to vote as long as the meeting is clearly audible. Supervisor Danner would like to abstain from voting until a better system can be put in place for clarity. The motion was passed with 4 yeas.

BALANCE SHEETS as of 02/05/14 – Bob Foltz made a **motion** to approve the Balance Sheets, seconded by Pete Socks. The motion was passed with 4 yeas. Supervisor Cockley inquired about the Insurance Fund and the claims that have been paid against the balance of \$2250. The Secretary stated that a claim of approximately \$350 was reported after the Balance Sheet was completed and will be on the next copy. Supervisor Foltz inquired about the outstanding escrow accounts. The Solicitor stated that if the projects are completed, the escrow funds should be returned to the developers. Bob Foltz made a **motion** to get verification from KPI

whether the projects are completed and if the escrow funds should be returned, seconded by Barry Cockley. The motion was passed with 4 yeas.

ROADMASTER'S REPORT for January 2014 – Barry Cockley made a **motion** to approve the report, seconded by Pete Socks. Supervisor Danner inquired whether the road salt was delivered. The motion was passed with 4 yeas.

### **APPROVE BILL LIST**

BILL LIST (01/06/14 – 02/05/14) – Bob Foltz made a **motion** to approve the Bill List, seconded by Pete Socks. Supervisor Cockley inquired about the charge for painting lines at the Cross Keys Intersection. Supervisor Foltz explained that we share one-third of the expense with Oxford and Hamilton Townships. Supervisor Danner inquired about the Health Reimbursement Account that was set up for employee deductibles. Supervisor Foltz inquired about the Comcast bill. The Secretary stated that the previous bill was not received and that it was a double payment. The motion was passed with 4 yeas.

1. Salzman & Hughes Invoice – Bob Foltz made the **motion** to approve paying the invoice, Pete Socks seconded. Supervisor Danner inquired about what service they are doing for the Township. Supervisor Foltz stated that they are involved in the inter-municipal sewer agreement. Hamilton Township should be billed at 1/3 of the invoice with the exception of the Hurst request. The motion was carried with 4 yeas.

### **CORRESPONDENCE**

### **UNFINISHED BUSINESS**

### **NEW BUSINESS**

2013 YEAR-END PLANNING COMMISSION REPORT – A report was submitted by Chairman Earle Black to summarize the Planning Commission activities in 2013.

EARP PENSION – Supervisor Foltz suggested setting \$130,000 aside for the pension fund. Solicitor Shultis stated that the Township has an obligation to fulfill the pension requirements, and that it is very unlikely, but not impossible, that the Township could owe more. An agreement was reached determining that we are not responsible for new officers. Bob Foltz made a **motion** for Solicitor Shultis to meet with Oxford Township's attorney, seconded by Pete Socks. The motion was passed with 4 yeas. Supervisor Danner was in agreement.

TOP NOTCH – Bob Foltz made a **motion** to hire Top Notch Arbor Care for \$1,000 per day to remove damaged trees/limbs in the Township, seconded by Pete Socks. The motion was passed with 4 yeas.

### **CODE ENFORCEMENT/PERMIT REPORT**

CODE ENFORCEMENT REPORT for January 2014 – Mike Hartman gave a review of the violations in the Township and the progress of each. DEP went with the Code Enforcement Officer to a property in the Township.

PERMIT REPORT for January 2014 – Mike Hartman gave a review of the 3 permits which were issued during the month. There was a discussion of what classified as signage.

WINTER PARKING VIOLATIONS REPORT – All of the violations have been paid with the exception of a resident in Summit Ridge. Solicitor Shultis stated that the Code Enforcement Officer can get VIN #s to get the vehicle owner’s information. One of the tickets will proceed to the Magistrate.

Mike Hartman inquired about mandatory EMA training on March 15 for four hours. Office Manager, Pete Socks, will approve the training.

### **SOLICITOR’S REPORT**

LINCOLN SPEEDWAY – There was a discussion of the allowable parking in Lot 3 and of the fines which would be imposed for violations. The Solicitor would like to prepare the agreement and present it at the next meeting. Barry Cockley made a **motion** to have the Solicitor prepare the agreement, seconded by Pete Socks. The motion was passed with 3 yeas. Bob Foltz voted nay.

### **CITIZENS COMMENTS**

EAGLE VIEW – Bea Haskins inquired whether the Solicitor met with Don Irwin’s attorney. Solicitor Shultis stated that the weather impeded the meeting.

ROAD CREW – Employee Bob Frock informed the Board that a set of metric wrenches and sockets is needed for truck maintenance. Supervisor Foltz stated that the funds should be available to purchase the set from the Small Tools account.

### **EXECUTIVE SESSION**

There was an Executive Session from 7:21-8:22 to discuss personnel matters.

### **QUESTIONS FROM THE PRESS**

### **ADJOURNMENT**

Pete Socks made the **motion** to adjourn at 8:26 p.m., seconded by Barry Cockley. The motion was carried.

Respectfully submitted:

Karen Eakin  
Township Secretary