

**BERWICK TOWNSHIP, ADAMS COUNTY
BOARD OF SUPERVISORS
REGULAR MEETING
DECEMBER 09, 2013**

CALL TO ORDER & PLEDGE TO THE FLAG

The December 9, 2013 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, Fred Nugent, Earle Black, Pete Socks, and Barry Cockley. Solicitor Tim Shultis, Code Enforcement Officer Mike Hartman, and Township Secretary Karen Eakin were also present. Bob Foltz asked all to stand for the Pledge of Allegiance to the Flag.

CITIZENS COMMENTS

UNITED HOOK & LADDER – Tim Tyler gave a report of the number of calls which were run in the Township. He announced that there will be a breakfast in January. He also gave a report of the Fire Taxes in the other Municipalities.

APPROVE CONSENT AGENDA

MINUTES for 11/25/13 – Barry Cockley made the **motion** to approve the Minutes, seconded by Pete Socks. Supervisor Nugent inquired about the 11/12/13 motion which was amended on 11/25/13 regarding the computer investigation and the cost involved in going back to 2009. The motion was passed with 4 yeas. Supervisor Nugent abstained from voting because he was not present at the meeting.

BALANCE SHEETS as of 12/4/13 – Pete Socks made a **motion** to approve the Balance Sheets, seconded by Bob Foltz. The motion was passed with 5 yeas. Supervisor Black inquired about the interest in the Sewer CD account having a different balance than General. The Secretary stated that the General reclassifying journal entry was done and Sewer was not at the time the Balance Sheets were printed. There was a discussion of the Cross Keys Culvert Pipe Escrow account and the pipes in the Summit Ridge development. The funds being held in escrow for developers were discussed as well.

ROADMASTER'S REPORT for November 2013 – Fred Nugent made a **motion** to approve the report, seconded by Barry Cockley. The motion was passed with 5 yeas.

APPROVE BILL LIST

BILL LIST (11/4/13 – 12/4/13) – Pete Socks made a **motion** to approve the Bill List, seconded by Bob Foltz. Supervisor Nugent inquired about the check that was issued to EARP for the 2012 pension. The motion was passed with 4 yeas. Fred Nugent voted nay.

1. KPI Invoice – Pete Socks made the **motion** to approve paying the invoice, Fred Nugent seconded. The motion was carried with 5 yeas.

CORRESPONDENCE

There was a discussion regarding meetings at the Township property. Supervisor Foltz inquired about posting "No Trespassing after Business Hours" signs after a vehicle was parked blocking the snow equipment in the garage. Solicitor Shultis suggested that a sign be posted with the appropriate vehicle code number and impose fines for violations.

UNFINISHED BUSINESS

BATHROOM ADA COMPLIANCE – Supervisor Foltz presented a quote to bring the Township bathrooms up to Federal ADA standards. There was a discussion of the requirements. Most or all of the work will be done by the Township.

NEW OXFORD BOROUGH/OXFORD TOWNSHIP – Supervisor Cockley stated that he reviewed the data several times and that the figure he was given of \$23,315.44 as overpayment was accurate. Pete Socks made the **motion** to pay back the overpayment: \$17,486.58 to Oxford Township (75%) and \$5,828.86 to New Oxford Borough (25%) to close the General (**859) and Payroll (**990) accounts, Barry Cockley seconded. Supervisor Nugent asked if the pension, CD, and inventory issues were resolved. The clarification was made that these were separate issues and that the motion was only applicable to the closing of the General and Payroll checking accounts. There was a discussion regarding some missing inventory. The motion was passed with 4 yeas. Fred Nugent voted nay. The checks will be issued with an accompanying letter written by the Solicitor.

POLICE PENSION – There was a discussion of the Police Pension State Aid. Fred Nugent made the following **motion**: As Berwick Township has forwarded a check for an additional \$9,652.63 for the 2012 Police Pension and while New Oxford Borough and Oxford Township also received additional funds (these additional funds would have offset monies paid to the Police Pension by all three entities in the 2012 budget), that a letter be sent requesting that .2484% of the total combined reimbursement be remitted to Berwick Township by New Oxford Borough and Oxford Township within thirty days. The motion was seconded by Earle Black. After a discussion of the pension funding, the monies which were budgeted, and the state aid which was received, the motion was passed with 3 yeas, Bob Foltz and Pete Socks voted nay.

REQUEST FOR MEETING – Bob Foltz made a **motion** to have the Solicitor send a letter to New Oxford Borough and Oxford Township to ask for a meeting to resolve issues regarding the pension and equipment, Barry Cockley seconded. The motion was passed with 5 yeas.

EARP BUILDING FUND CD – Fred Nugent made the following **motion**: As Eastern Adams Regional Police Department has been dissolved and \$24,596.92 remained in Account number **1086 (per bank statement 12/31/2012 from Susquehanna Bank), that Oxford Township and New Oxford Borough be sent a letter requesting that .2484% of \$24,596.92 be remitted back to Berwick Township. The motion was seconded by Earle Black. Fred Nugent and Earle Black voted yea. Barry Cockley, Pete Socks, Bob Foltz voted nay. The motion was not passed. There was a discussion of a contract from February 2, 1999 and whether the funds were part of the negotiations to end the EARP contract. There was also a discussion of what the exact wording in the EARP Minutes was and whether it was authorized that the funds could be used for them to move to their new location.

EARP INVENTORY – Fred Nugent made the following **motion**: As Eastern Adams Regional Police Department has been dissolved, that New Oxford Borough and Oxford Township reimburse Berwick Township for the following inventory items: 2002 Explorer, X car, shed, electric speed sign, and vascar for a total of \$10,000, and that a letter be sent requesting .2484% of \$10,000 be remitted by New Oxford Borough and Oxford Township. The motion

was seconded by Earle Black. Fred Nugent and Earle Black voted yea. Barry Cockley, Pete Socks, Bob Foltz voted nay. The motion was not passed.

NEW BUSINESS

APPROVAL OF 2014 BUDGET – Bob Foltz made a **motion** to approve the 2014 Budget, seconded by Pete Socks. The motion was passed with 3 yeas. Fred Nugent and Earle Black voted nay.

MEETING DATES for 2014 – The Supervisor’s Board meetings will be held on the 2nd and 4th Mondays of the month with the exception of Memorial Day, which will be moved to May 27. Bob Foltz made the **motion** to approve the meeting dates and advertise them, Pete Socks seconded. The motion was passed with 5 yeas. Supervisor Black asked if all Wednesdays were open for the Planning Commission meetings. Supervisor Socks confirmed that there were no conflicts during the year on Wednesdays.

PLAQUE – Bob Foltz made a **motion** to purchase a plaque for Loretta Nace to thank her for her 40 years of service as Township Tax Collector, seconded by Pete Socks. The motion was passed with 5 yeas. Supervisor Nugent inquired about the plaque for one of our previous WWTP Engineers. Supervisor Foltz stated that he was working on getting the plaque.

CHRISTMAS GIFT CERTIFICATES – Pete Socks made a **motion** to purchase gift certificates as Christmas gifts in the amount of \$50 for full-time employees/\$25 for part-time employees and committee members, the motion was not seconded.

Barry Cockley made a **motion** to purchase the gift certificates from Shurfine for \$100 for full-time employees/\$50 for part-time employees and committee members. The motion was seconded by Pete Socks and passed with 4 yeas. Bob Foltz abstained from voting because he is an employee.

CODE ENFORCEMENT/PERMIT REPORT

CODE ENFORCEMENT REPORT for November 2013 – Mike Hartman gave a review of the violations in the Township and the progress of each. There was a discussion of a remodeling permit application requested by a resident soldier returning from a tour of duty. Earle Black made the **motion** to waive the permit fees, seconded by Barry Cockley. The motion was passed with 5 yeas.

PERMIT REPORT for November 2013 – Mike Hartman gave a review of the permits that were issued during the month.

SOLICITOR’S REPORT

DELINQUENT SEWER ACCOUNTS – Claims were filed by the Solicitor against several Township residents for delinquent sewer accounts. One of the properties is up for Sheriff’s Sale on January 17, 2014.

LETTER FROM ATTORNEY HURST – A letter was received from the Solicitor representing Hamilton Township regarding sewer testing. There was a discussion of the lab reports for the testing and the DEP requirements.

HEARING – There will be a hearing in the Magistrate’s office on December 10 for a property on Green Springs Road.

EAGLE VIEW – There was a discussion of a Mobile Home Park License for Eagle View. The fee of \$500 was paid for the license. There was a discussion of delinquent sewer, the farmhouse, and the U&O Permit for the office. Barry Cockley made a **motion** to issue a Mobile Home Park License to Eagle View effective December 9, 2013, seconded by Earle Black. The motion was carried with 3 yeas, Fred Nugent and Bob Foltz voted nay.

CITIZENS COMMENTS

QUESTIONS FROM THE PRESS

ADJOURNMENT

Pete Socks made the **motion** to adjourn at 8:41 p.m., seconded by Barry Cockley. The motion was carried.

Respectfully submitted:

Karen Eakin
Township Secretary