

**BERWICK TOWNSHIP  
BOARD OF SUPERVISORS  
REGULAR MEETING FEBRUARY 12, 2018**

**CALL TO ORDER AND PLEDGE TO THE FLAG** – The February 12, 2018 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, Scott Kennedy, Solicitor Tim Shultis, Engineer Tim Knoebel and Secretary Jean Hawbaker.

**PUBLIC COMMENT (AGENDA ITEMS)** – None.

**CONSENT AGENDA** – Tom Danner made a motion to approve the consent agenda, which includes the minutes of January 8, 2018, bill lists, unpaid bill lists, balance sheets dated February 9, 2018, and Road Report for January 2018, seconded by Earle Black. **Roll Call: Earle Black – yes, Cockley – yes, Socks – yes, Danner – yes, Kennedy – yes. Motion carried unanimously.**

**SEWER PLANT OPERATOR**

Ryan Swope sent a report informing the Board of the operations at the sewer plant and pumping stations.

**Recommendations**

- 1) Envirep should come in annually to check the pump stations.
- 2) Look into D.O. (dissolved oxygen) probes in the SBR tanks.
- 3) Level transducers in the SBR tanks and Digesters.
- 4) Sewer inspections of grease traps and homes having sump pumps hooked into the sewer system.
- 5) Look into adopting ordinances against dumping grease and other harmful substances down the sewer.

**Information**

- 1) Keeping log sheets at the sewer plant based off of the information that Guard Dog provides.
- 2) Pump Station 2 has the highest I&I issue.
- 3) Need to replace some bulbs.
- 4) Will be using the bacteria jugs at the sewer plant to use them up so they do not go to waste.

**Ordering/Buying**

- 1) Key lock pad for the gate to allow chemical delivery or sludge hauling access to the sewer plant.
- 2) Grease gun.
- 3) Light bulbs (5).

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- 4) Bagged pool skimmer to take debris off the top of the SBR tanks.
- 5) P.H. buffer solutions from USA Bluebook.
- 6) Bags of salt for walkways and steps.

**CORRESPONDENCE –**

- 1) **Crystal Groves – Website Upgrade** – Pete Socks made a motion to obtain proposals to update the website, check to see who other townships are using, and if they include codification, seconded by Tom Danner. **Roll Call: Black – yes, Cockley – yes, Socks – yes, Danner – yes, Kennedy – yes. Motion carried unanimously.**

**APPEARANCES –**

- 1) Richard Bensel – Municipal Publications – Was not in attendance.

**UNFINISHED BUSINESS –**

- 1) **Capital Improvements** – Tom Danner made a motion to schedule a workshop on February 26, 2018 at 10:00 a.m. and authorized advertisement to discuss capital improvements and any other business which may come before the Board, seconded by Pete Socks. **Roll Call: Black – yes, Cockley – yes, Socks – yes, Danner – yes, Kennedy – yes. Motion carried unanimously.**
- 2) **Opposition to House Bill 1620 – Wireless Infrastructure Deployment (Resolution #18-03)** – Tom Danner made a motion to adopt Resolution #18-03, seconded by Barry Cockley. **Roll Call: Black – yes, Cockley – yes, Socks – yes, Danner – yes, Kennedy – yes. Motion carried unanimously.**
- 3) **Kelly Road – “No Parking” Signs and PA Vehicle Code Sections 3353 & 3354** – Tom Danner made a motion to discuss this in their upcoming workshop, seconded by Pete Socks. **Roll Call: Black – yes, Cockley – yes, Socks – yes, Danner – yes, Kennedy – yes. Motion carried unanimously.**
- 4) **AREMS/Berwick Loan Documents (Resolution #18-05)** – Tom Danner made a motion to adopt Resolution #18-05 authorizing a loan to the Adams Regional Emergency Medical Association for the purchase of an ambulance, seconded by Barry Cockley. **Roll Call: Black – yes, Cockley – yes, Socks – yes, Danner – yes, Kennedy – yes. Motion carried unanimously.**

Barry Cockley made a motion to sign the Security Agreement, seconded by Pete Socks. **Roll Call: Black – yes, Cockley – yes, Socks – yes, Danner – yes, Kennedy – yes. Motion carried unanimously.**

Barry Cockley made a motion to execute the application for duplicate title to correct lien information by the lien holder, seconded by Tom Danner. **Roll Call: Black – yes, Cockley – yes, Socks – yes, Danner – yes, Kennedy – yes. Motion carried unanimously.**

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Barry Cockley authorized payment of \$85,000 to Adams Regional Emergency Medical Association, seconded by Scott Kennedy. **Roll Call: Black – yes, Cockley – yes, Socks – yes, Danner – yes, Kennedy – yes. Motion carried unanimously.**

- 5) **Repeal Building Ordinance** – Tom Danner made a motion to authorize advertisement to repeal the building ordinance in preparation for our next meeting, seconded by Pete Socks. **Roll Call: Black – yes, Cockley – yes, Socks – yes, Danner – yes, Kennedy – yes. Motion carried unanimously.**
- 6) **Fee Schedule for Certificate of Administrative Compliance** – Tom Danner made a motion to adopt Resolution #18-06 – Fee Schedule for a Certificate of Administrative Compliance, seconded by Pete Socks. **Roll Call: Black – yes, Cockley – no, Socks – yes, Danner – yes, Kennedy – yes. Motion carried.**

**Consolidation of Filing Fees** - Resolution #18-07 which consolidates all filing fees, permit fees, license fees, application fees, professional, etc. into one Resolution was adopted on motion of Tom Danner, seconded by Scott Kennedy. **Roll Call: Black – yes, Cockley – yes, Socks – yes, Danner – yes. Kennedy – yes. Motion carried unanimously.**

- 7) **Regulating the Operation and use of Recreational Vehicles (Ordinance #2018-02)** – At 6:50 p.m. the Board opened discussion to the public on this proposed ordinance. There were no public comments. Tom Danner made a motion to adopt Ordinance #2018-02, seconded by Earle Black. **Roll Call: Black – yes, Cockley – yes, Socks – yes, Danner – yes, Kennedy – yes. Motion carried unanimously.**

Tom Danner stated he will be passing some information to PA Municipal Code Alliance to change some of the verbiage on their applications.

#### **NEW BUSINESS:**

- 1) **COG/ACATO Membership** – Tom Danner attended the COG last year and would like to continue to attend, however; the last meeting was not very productive. Tom Danner made a motion to become a member contingent on how the next meeting is conducted, seconded by Earle Black. **Roll Call: Black – yes, Cockley – yes, Socks – yes, Danner – yes, Kennedy – yes. Motion carried unanimously.** Mr. Danner is already a member of the Adams County Transportation Planning Organization, and according to their bylaws, you do not need to be a member of the Adams County Association of Township Officials.
- 2) **Emergency Succession of Municipal Officers (Resolution #18-04)** – Pete Socks made a motion to adopt Resolution #18-04, seconded by Barry Cockley. **Roll Call: Black – yes, Cockley – yes, Socks – yes, Danner – yes, Kennedy – yes. Motion carried unanimously.**
- 3) **H&H Quote – Race Track Road** – Earle Black received a quote from H&H to widen and resurface Race Track Road would be approximately \$650,000. The Board discussed the side of the road that is narrow, which would require 3 feet to be taken. Earle Black was

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instructed to get RFP Specifications from PennDOT to discuss at the February 26<sup>th</sup> Workshop. Mr. Black also presented equipment rates from H&H, G.B. Groft and Wyatt Excavation in the event of an emergency.

- 4) **Eastern Adams Regional Police Department Invoice** – Tom Danner made a motion authorizing Tim Shultis to send the State Police a letter requesting they handle this issue with EARP so we don't get another invoice in the future, seconded by Pete Socks. **Roll Call: Black – yes, Cockley – yes, Socks – yes, Danner – yes, Kennedy – yes. Motion carried unanimously.**
- 5) **Sink Hole – Huff Road** – Tabled and will be discussed at the Workshop.
- 6) **Tool Box/Tools** – Earle Black stated the township doesn't have a lot of tools here, and he got prices for a tool box and would like to also get tools. Tom Danner stated it should wait until we hire a new road master. Earle Black made a motion to get tools and a toolbox, motion died for a lack of a second.

#### **STATE POLICE**

32 calls in January

#### **UNITED HOOK & LADDER (UH&L)**

3 calls in January

#### **ADAMS REGIONAL EMERGENCY MEDICAL SERVICES (AREMS)**

9 calls in January

#### **CODE ENFORCEMENT/PERMITS**

1 permit and 22 violations in January

Tom Danner will update PA Municipal Code Alliance on the new fee schedule.

#### **ENGINEER'S REPORT**

- 1) **Douglas & Rebecca Smith – Final Subdivision Plan (High Rock Road) – Must act by 2/12/18.** Comments from KPI Technology were reviewed, letter dated 2-8-18.

Barry Cockley made a motion to grant the waiver to (303) on the requirement to submit a separate Preliminary Plan, seconded by Pete Socks. **Roll Call: Black – yes, Cockley – yes, Socks – yes, Danner – yes, Kennedy – yes. Motion carried unanimously.**

Pete Socks made a motion to grant the waiver to (407.B.1) on the requirement to have lots front upon a dedicated public street or upon a private street constructed to the Township's Specifications

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and Ordinances, seconded by Tom Danner. **Roll Call: Black – yes, Cockley – yes, Socks – yes, Danner – yes, Kennedy – yes. Motion carried unanimously.**

Tom Danner made a motion to grant Douglas & Rebecca Smith a 90-day extension, seconded by Scott Kennedy. **Roll Call: Black – yes, Cockley – yes, Socks – yes, Danner – yes, Kennedy – yes. Motion carried unanimously.**

- 2) Pending Plans Report.
- 3) Received plans for the Residences at the Bridges, which will go before the Planning Commission.
- 4) Since we have all of the data for the Bio Solids Report and Chapter 94 Report, we should send it in. Pete Socks made a motion to sign the annual report, seconded by Barry Cockley. **Roll Call: Black – yes, Cockley – yes, Socks – yes, Danner – yes, Kennedy – yes. Motion carried unanimously.**

### **SOLICITOR'S REPORT**

- 1) Would like to discuss outstanding sewer accounts in executive session.

### **SUPERVISORS COMMENTS: None.**

The Board went into executive session at 8:06 p.m. to discuss outstanding sewer accounts and personnel matters.

The Board came out of executive session at 8:23 p.m.

Tom Danner made a motion for Tim Shultis to move forward on obtaining judgements regarding Livingston, Riley and Turner, seconded by Scott Kennedy. **Roll Call: Black – yes, Cockley – yes, Socks – yes, Danner – yes, Kennedy – yes. Motion carried unanimously.**

Pete Socks made a motion to schedule a workshop on February 16<sup>th</sup> at 10:00 a.m. based upon the results of the interview process, seconded by Scott Kennedy. **Roll Call: Black – yes, Cockley – yes, Socks – yes, Danner – yes, Kennedy – yes. Motion carried unanimously.**

Barry Cockley made a motion to adjourn at 8:26 p.m., seconded by Pete Socks. Motion carried unanimously.

The next regularly scheduled meeting of the Berwick Township Board of Supervisors will be held on March 12, 2018, 6:00 p.m. in the Municipal Building, 85 Municipal Road, Hanover, PA 17331.

Respectfully submitted,

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