

**BERWICK TOWNSHIP
BOARD OF SUPERVISORS
REGULAR MEETING MAY 14, 2018**

CALL TO ORDER AND PLEDGE TO THE FLAG – The May 14, 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, Earle Black, Tom Danner, Scott Kennedy, Solicitor Tim Shultis, Engineer Tim Knoebel, Road Master Tim Hughes, and Secretary Jean Hawbaker. Barry Cockley was not attendance.

PUBLIC COMMENT (AGENDA ITEMS) – None.

CONSENT AGENDA – The consent agenda, which includes the minutes of April 9 and April 23, 2018, bill lists, unpaid bill lists, balance sheets dated May 11, 2018, and Road Masters report for April 2018. Tom Danner made a motion to approve the consent agenda, seconded by Earle Black. Mr. Black stated 100,000.00 should be moved from the General Fund checking to the General Fund Money Market. Scott Kennedy moved to authorize the transfer of 100,000.00, seconded by Earle Black. **Roll Call on the transfer: Black – yes, Socks – yes, Danner – yes, Kennedy – yes. Motion carried unanimously. Roll Call on the consent agenda: Black – yes, Socks – yes, Danner – yes, Kennedy – yes. Motion carried unanimously.**

CORRESPONDENCE –

- 1) **Residence at the Bridges Sewage Mailer** – Tim Knoebel concurred with the Board signing the sewage planning exemption and sending it to DEP. Tom Danner made a motion to sign the sewage planning exemption and sending it to DEP, seconded by Pete Socks. **Roll Call: Black – yes, Socks – yes, Danner – yes, Kennedy – yes. Motion carried unanimously.**

- 2) **Bruce Curtis – 7093 York Road – Second Driveway Justification** – Mr. Curtis would like to remove the excess overgrown vegetation and create a parking area for his equipment. The plot is long and narrow and approximately in the middle, pinched to where there is about ten feet in width connecting the two halves. There is a utility pole placed at this pinch point. There is also a drainage/culvert on the West side of Kinneman Road at this point. Tom Danner made a motion authorizing the second driveway provided all driveway ordinance criteria and specifications are met, seconded by Pete Socks. **Roll Call: Black – yes, Socks – yes, Danner – yes, Kennedy – yes. Motion carried unanimously.**

UNITED HOOK & LADDER REPORT (Nick Shaffer)

5 calls in April

Mr. Shaffer stated there were 56 calls in total. Controlled burns need to be reported. The carnival will be held July 11 – 14, 2018.

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APPEARANCES:

- 1) **Rick Krill – Kinneman Holdings** – Mr. Krill was present to give the Board an update on Kinneman Holdings. The sidewalks are finished along Kinneman Road. The light posts have been put in to the individual units. The Conservation District approved converting the storm pond, and planting units will be addressed at that time. Would like to put in a playground area. The roads will remain private.

UNFINISHED BUSINESS:

- 1) **Capital Improvements** – Scott Kennedy made a motion to advertise a workshop on May 29, 2018 at 8:30 a.m. to discuss capital improvements, and any other matters which may come before the Board, seconded by Tom Danner. **Roll Call: Black – yes, Socks – yes, Danner – yes, Kennedy – yes. Motion carried unanimously.**
- 2) **DO Probes/Level Transducer Quotes** – The Secretary was instructed to invite Ryan Swope to attend the May 29th workshop to discuss this issue.
- 3) **Heating/AC System Quotes** – The quotes resulted in the following:

Ken Adams - \$23,600.00 - (includes 100,000 Btu furnace with 5-ton AC unit)

Siegman Forced Air Systems – 23,800.00 (includes 60,000 Btu furnace with 2½ ton AC unit)

George H. Bixler, Inc. - \$18,800.00 (add \$2,500.00 for energy recovery ventilator) (includes 100,000 Btu furnace with 5-ton AC unit)

Tom Danner made a motion to notify Ken Adams to hold off on the generator and new electric service, and Tim Shultis will check the legalities and will let the Board know how to proceed with the generator/electric service and new heating/AC improvements prior to their workshop on May 29th, seconded by Scott Kennedy. **Roll Call: Black – yes, Socks – yes, Danner – yes, Kennedy. Motion carried unanimously.**

- 4) **Road Crew Tools** - Mr. Hughes stated they have all of the tools except for the tool box.

Trash Dumpster/Tote – Mr. Hughes stated the 96-gallon rolling tote is \$22.00/month, and 2-yard dumpster biweekly pickup is \$60.00/month. Tom Danner made a motion to get the 96-gallon rolling tote for \$22.00 per month from Neiderer's Sanitation and cancel the weekly pickup, seconded by Earle Black. **Roll Call: Black – yes, Socks – yes, Danner – yes, Kennedy – yes. Motion carried unanimously.**

Transmission Services – Smith's Auto Sales charges \$260 - \$325 per vehicle. Tom Danner made a motion to use Smith's Auto Sales for transmission services, seconded by Earle Black. **Roll Call: Black – yes, Socks – yes, Danner – yes, Kennedy – yes. Motion carried unanimously.**

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Salt Shed – Tom Danner made a motion to purchase the lumber, anchors and hammer drill rental not to exceed \$1,450.00 to repair the salt shed, seconded by Pete Socks. **Roll Call: Black – yes, Socks – yes, Danner – yes, Kennedy – yes. Motion carried unanimously.**

First Aid Kits – Earle Black made a motion to purchase a kit for each vehicle and one for the shop at Wal-Mart, seconded by Tom Danner. **Roll Call: Black – yes, Socks – yes, Danner – yes, Kennedy – yes. Motion carried unanimously.**

Shop Computer – There is an issue with script errors when using the internet. The Board will discuss this at their workshop on May 29th.

Tim Hughes left the meeting at 7:05 p.m.

- 5) **Website** – The contract has been signed. It should be a 3 – 4 week window.

NEW BUSINESS:

- 1) **Tar Buggy** – Tom Danner made a motion to sell the tar buggy on Municibid, and to follow the township's requirements on selling township property, seconded by Scott Kennedy. **Roll Call: Black – yes, Socks – yes, Danner – yes, Kennedy – yes. Motion carried unanimously.**
- 2) **Wood behind stone piles** – Tom Danner made a motion to have Mr. Eisenhart sign a hold harmless document before taking the wood, seconded by Pete Socks. **Roll Call: Black – yes, Socks – yes, Danner – yes, Kennedy – yes. Motion carried unanimously.**
- 3) **Lincoln Speedway Septic Update** - Tim Knoebel gave an update on Lincoln Speedway's on-lot sewage system, and the possibility of them hooking into the public sewer.
- 4) **New Oxford Sheetz Signal Pole** – Sheetz will be installing a temporary wooden pole with guy wires. It will take approximately 5-6 months to get the new signal pole. Tom Danner stated we need to make sure it doesn't put stress on the other poles since we share the expense at this intersection. Tom Danner made a motion for KPI to contact their engineer relative to possible stress on the other poles, seconded by Scott Kennedy. **Roll Call: Black – yes, Socks – yes, Danner – yes, Kennedy – yes. Motion carried unanimously.**
- 5) **Nuance Power PDF Converter** – Pete Socks stated we need to convert the ordinances that were scanned. The PDF Converter cost is \$150.00. Crystal Groves will be building a searchable database of all of our ordinances. Pete Socks made a motion to purchase the PDF Converter, seconded by Tom Danner. **Roll Call: Black – yes, Socks – yes, Danner – yes, Kennedy – yes. Motion carried unanimously.**

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STATE POLICE

20 calls in April

ADAMS REGIONAL EMERGENCY MEDICAL SERVICES (AREMS)

12 calls in April

CODE ENFORCEMENT/PERMITS

10 permits and 5 violations in April

ENGINEER'S REPORT

- 1) **Pending Plans Report** – No action needed.
- 2) **MS4** – The township got its waiver for the storm water.
- 3) **Cambrian Hills** – Continue to get questions. They would like to start in August.
- 4) **Bermudian Keys** – No update. The sinkhole has been repaired.

SOLICITOR'S REPORT

- 1) **Medical Marijuana Zoning Amendment** – Pete Socks made a motion to send the amendment to Adams County Planning, authorized advertisement for the public hearing and enactment, seconded by Tom Danner. **Roll Call: Black – yes, Socks – yes, Danner – yes, Kennedy – yes. Motion carried unanimously.**
- 2) **Keystone Diner Update** – Will be tearing the building down. Requested a copy of the demolition contract and the cost.
- 3) **Summary of Recent Legislation Affecting Townships (Handout)** – Mr. Shultis gave the Board 2017 Township Code Amendments.
- 4) **410 Abbottstown Pike (Letter from Attorney Gates)** – Jim Graham is preparing a letter to Mr. Gates based on new calculations.
- 5) **Sewer Collection Update** – Mr. Shultis stated the delinquent sewer list use to be 2 pages long. Since Jean Hawbaker has been here and working closely with Ann on getting these things addressed on a timely basis, has cut them down significantly. Our methodology about having the township notify them first of a late payment or no payment is really working. We have some problem areas, which includes the Mobile Home Park. We can't file a municipal claim against them since they are not the landowners. We will have to bring complaints at the district justice level.

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SUPERVISORS COMMENTS:

Earle Black – Have a meeting with Adams Electric to discuss moving poles on Race Track Road.

Pete Socks – None

Tom Danner – None

Scott Kennedy - None

PUBLIC COMMENTS (GENERAL): None.

The Board went into executive session at 7:46 p.m. to discuss personnel matters.

The Board came out of executive session at 8:30 p.m.

Tom Danner made a motion to terminate Tim Hughes, seconded by Scott Kennedy. **Roll Call: Black – yes, Socks – yes, Danner – yes, Kennedy – yes. Motion carried unanimously.**

Pete Socks made a motion to offer Tom Styck the position of Roadmaster and move his pay to the current offer given to Tim Hughes and continue his probationary period, seconded by Earle Black. **Roll Call: Black – yes, Socks – yes, Danner – yes, Kennedy – yes. Motion carried unanimously.**

Scott Kennedy made a motion to offer the helper position to Kyle Green at a rate of \$17.00 per hour with benefits and a 90-day probationary period, seconded by Tom Danner. **Roll Call: Black – yes, Socks – yes, Danner – yes, Kennedy – yes. Motion carried unanimously.**

Pete Socks made a motion to adjourn at 8:44 p.m., seconded by Tom Danner. Motion carried unanimously.

The next regularly scheduled meeting of the Berwick Township Board of Supervisors will be held on June 11, 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**