

**BERWICK TOWNSHIP
BOARD OF SUPERVISORS
ANNUAL REORGANIZATION MEETING
JANUARY 7, 2019**

CALL TO ORDER & PLEDGE TO THE FLAG – The January 7, 2019 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 – abstained, Socks – yes, Danner – yes, Kennedy – yes. Motion carried.**

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

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

2019 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 & Leah Heine
SOLICITOR	Timothy J. Shultis
ROADMASTER	Vacant
DEPOSITORIES	People's Bank/ACNB Bank
TAX COLLECTOR (HEAD TAX)	Deborah A. Becker
DEPUTY TAX COLLECTOR	Tammie Knight
EMERGENCY MANAGEMENT AGENT	Bryan Long
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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Scott Kennedy made a motion to appoint Bryan Long as the Emergency Management Agent, seconded by Pete Socks. **Roll Call: Black – yes, Cockley – yes, Socks – yes, Danner – yes, Kennedy – yes. Motion carried.** Brian was authorized to work on EMC related issues on his regularly scheduled hours and would be paid for hours worked outside of regular hours as clocked. It was also stated that in most cases there may be reimbursement for his hours worked.

Earle Black made a motion to approve the 2019 Appointments, seconded by Pete Socks. The Roadmaster position will remain vacant. **Roll Call: Black – yes, Cockley – yes, Socks – yes, Danner – yes, Kennedy – yes. Motion carried.**

TAX MILLAGE RATE (RESOLUTION #19-01) – Real Estate (.15 mills) Fire – (.25 mills) – Barry Cockley made a motion to adopt Resolution #19-01, seconded by Tom Danner. **Roll Call: Black – yes, Cockley – yes, Socks – yes, Danner – yes, Kennedy – yes. Motion carried.**

OFFICE HOURS FOR THE PUBLIC – 9:00 a.m. to 4:00 p.m. – Tom Danner 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.**

2019 MILEAGE RATE – 0.58 cents – Scott Kennedy 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.**

2019 FEE SCHEDULES FOR SOLICITOR, ENGINEER, SEO, ZONING/CODE ENFORCEMENT/UCC (RESOLUTION #19-02) – Tom Danner made a motion to accept the 2019 fee schedules, seconded by Scott Kennedy. **Roll Call: Black – yes, Cockley – no, Socks – yes, Danner – yes, Kennedy – yes. Motion carried.**

VOTING DELEGATE TO STATE CONVENTION – Tabled at this time.

ZONING HEARING BOARD VACANCY – Earle Black made a motion to reappoint Doug Appler, seconded by Scott Kennedy. **Roll Call: Socks – no, Danner – no, Cockley – no, Kennedy – no, Black – yes. The no votes carried.**

Pete Socks made a motion to advertise the Zoning Hearing Board vacancy and an alternate, seconded by Barry Cockley. **Roll Call: Black – no, Cockley – yes, Socks – yes, Danner – yes, Kennedy – yes. Motion carried.**

PLANNING COMMISSION – Pete Socks asked if there was a motion to accept Elizabeth Crum's letter of interest. There was no motion to accept.

Pete Socks made a motion to advertise the Planning Commission vacancy, seconded by Tom Danner. **Roll Call: Kennedy – yes, Danner – yes, Socks – yes, Cockley – yes, Black – yes. Motion carried.**

MEETING DATES & HOLIDAYS – Barry Cockley made a motion to approve the meeting dates and holidays, seconded by Pete Socks. **Roll Call: Black – yes, Cockley – yes, Socks – yes, Danner – yes, Kennedy – yes. Motion carried.**

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2019 SCHEDULE OF MEETING DATES HELD AT 85 MUNICIPAL ROAD, HANOVER

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

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

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

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

January 2, 2018

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

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

2018 HOLIDAYS OBSERVED

NEW YEAR'S DAY – JANUARY 1
GOOD FRIDAY – APRIL 19
PRIMARY ELECTION DAY – MAY 21
MEMORIAL DAY – MAY 27
INDEPENDENCE DAY – JULY 4
LABOR DAY – SEPTEMBER 2
GENERAL ELECTION DAY – NOVEMBER 5
VETERANS DAY – NOVEMBER 11
THANKSGIVING DAY – NOVEMBER 28
CHRISTMAS DAY – DECEMBER 25

NEW BUSINESS:

- 1) **Authorize Advertising Meeting Dates** – Pete Socks made a motion to authorize advertising the meeting dates, seconded by Tom Danner. **Roll Call: Black – yes, Cockley – yes, Socks – yes, Danner – yes, Kennedy – yes. Motion carried.**

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- 2) Zoning Hearing Board Year-End Report – Tom Danner made a motion to accept, seconded by Barry Cockley. **Roll Call: Black – yes, Cockley – yes, Socks – yes, Danner – yes, Kennedy – yes. Motion carried.**
- 3) Planning Commission Year-End Report – Tom Danner made a motion to accept, seconded by Pete Socks. **Roll Call: Black – yes, Cockley – yes, Socks – yes, Danner – yes, Kennedy – yes. Motion carried.**
- 4) Pension Plan Disclosure Statement (Act 44) and 2019 Minimum Municipal Obligation, which includes Bryan Long. Barry Cockley made a motion to accept, seconded by Tom Danner. **Roll Call: Black – yes, Cockley – yes, Socks – yes, Danner – yes, Kennedy – yes. Motion carried.**
- 5) LABS Proposal for Analytical Services for 2019 – 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.**
- 6) PSATS 457 Plan – Barry Cockley and the employees met with Bryan Jordan from PSATS to discuss the 457 Plan. There is a \$200.00 annual fee. Supervisor’s can also be included in the plan. Barry Cockley made a motion to approve the 457 Plan, seconded by Tom Danner. **Roll Call: Black – yes, Cockley – yes, Socks – yes, Danner – yes, Kennedy – yes. Motion carried.**
- 7) United Hook & Ladder Annual Dinner – All Supervisor’s will be attending.
- 8) Leaf Collector – Pete Socks stated we got the Wherley bill to get the leaf collector repaired. Tom Danner stated there are some discrepancies in their bill compared to what Irishtown said was going to fix it. Mr. Danner will get other estimates. Earle Black will check into what is involved in lowering the GVW.

Supervisor’s comments

Tom Danner – None.

Barry Cockley – None.

Earle Black – None.

Scott Kennedy – None.

Pete Socks – The coffee stand is going back in the office.

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**