

**BERWICK TOWNSHIP
BOARD OF SUPERVISORS
REGULAR MEETING DECEMBER 10, 2018**

CALL TO ORDER AND PLEDGE TO THE FLAG – The December 10, 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, Tom Danner, Barry Cockley, Scott Kennedy, Earle Black, Solicitor Tim Shultis, Engineer Tim Knoebel, Secretary Jean Hawbaker.

PUBLIC COMMENT (AGENDA ITEMS) – None.

CONSENT AGENDA

Barry Cockley made a motion to approve the consent agenda, which includes the minutes of November 13, 2018, bill lists, unpaid bill lists, balance sheets dated December 7, 2018, and road report for November 2018, seconded by Scott Kennedy. **Roll Call: Cockley – yes, Black – yes, Danner – yes, Kennedy – yes, Socks – yes. Motion carried.**

APPEARANCES

- 1) **Ray Gouker/David Bolton – Community Media** – Mr. Gouker made a presentation regarding Community Media. It is the PEG (Public, Education, Government) station. They produce 800 hours and telecast over 2,500 hours of local programming, manage the local bulletin board, provide streaming and on-demand access of their programs online for those who do not have cable. They provide coverage of our High School sports, local government meetings, spotlight non-profits and document the life and times in Adams County. Community Media has been supported through Comcast, but Comcast has cut their funding. Mr. Gouker stated we are asking for funding from the municipalities; 1 or 2 percent out of the 5 percent collected. Pete Socks made a motion to give 2 percent out of the 5 percent collected beginning in 2019, seconded by Barry Cockley. **Roll Call: Black – yes, Cockley – yes, Socks – yes, Danner – yes, Kennedy – yes. Motion carried.**

CORRESPONDENCE

- 1) **PSATS Flagger Training 1-15-19** – Pete Socks made a motion authorizing the road crew to attend the flagger training at a cost of \$50.00 for each employee, which only includes traffic control for road maintenance, seconded by Scott Kennedy. **Roll Call: Black – yes, Cockley – yes, Socks – yes, Danner – yes, Kennedy – yes. Motion carried.**

UNFINISHED BUSINESS

- 1) **Neiderer's Sanitation Glass Recycling** – Tom Danner made a motion to continue with the glass recycling through Neiderer's Sanitation. Will look at this again if the cost escalates, seconded by Scott Kennedy. **Roll Call: Black – yes, Cockley – yes, Socks – yes, Danner – yes, Kennedy – yes. Motion carried.**

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- 2) **Oak Hill Road** – Earle Black stated a resident put his leaves out along the road. Tom Danner stated we don't have a leaf collection program, and it violates our ordinance. The Code Enforcement officer should handle this issue.
- 3) **Leaf Collector/Road Crew CDL Class A Certification** – Earle Black stated the leaf collector will be picked up on Wednesday morning. Pete Socks explained he spoke to Palmer Township and was told their guys had Class A CDL's and they pulled it for 15 years and never had a problem. That leaf collector is getting used. Tom Danner stated we got a good deal on it, and we need to resolve the problem. The guys have been told that if we use it, we will be in violation because we would be over 220 pounds over the Class A rating for that truck. We need to sit down collectively as a Board and figure out how we fix the issue. All we need to do is go to surrounding township's that have a tandem, and swap hours. We will come up with a solution when it gets here.

NEW BUSINESS

- 1) **Parking during winter events** – Tom Danner stated some of this has to do with Summit Ridge. They are parked along the road when we are trying to plow. Jim Graham indicated that we can't enforce it. Tim Shultis stated he spoke to Mr. Graham and he was unaware that we had amended the snow parking ordinance to permit a fine with a dollar amount. I think that solved the issue. If he is going to issue a fine and they don't pay it, how do we go after them if we don't know who owns the vehicle. We may have to get someone to do a title report based on the VIN so we know who the owner is. Tom Danner stated our ordinance allows us to tow the vehicle. We can authorize the road crew to get the winter precipitation signs and post Progress Avenue and Enterprise Drive. Tom Danner made a motion to authorize Tim Shultis to research the parking on one side of the road at Summit Ridge, and any other information regarding the no parking and winter enforcement, seconded by Scott Kennedy. **Roll Call: Black – yes, Cockley – yes, Socks – yes, Danner – yes, Kennedy – yes. Motion carried.**
- 2) **Set Re-Organizational meeting for Board of Supervisors and Township Auditors and authorize advertisement** – Pete Socks made a motion to set the re-organization for the Board of Supervisors on 1-7-19 at 6:00 p.m., and township auditors on 1-8-19 at 6:00 p.m., and authorized advertisement, seconded by Tom Danner. **Roll Call: Black – yes, Cockley – yes, Socks – yes, Danner – yes, Kennedy – yes. Motion carried.**
- 3) **Gift Cards** – Pete Socks made a motion to give Wal-Mart gift cards as follows: \$100.00 to the employees, \$50.00 to the Planning Commission members, and \$50.00 to the Zoning Hearing Board members, seconded by Earle Black. **Roll Call: Black – yes, Cockley – yes, Socks – yes, Danner – abstained, Kennedy – yes. Motion carried.**
- 4) **Tax Collector supplies invoice** – Tom Danner made a motion to pay the invoice in the amount of \$160.05, seconded by Pete Socks. **Roll Call: Black – yes, Cockley – yes, Socks – yes, Danner – yes, Kennedy – yes. Motion carried.**

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- 5) **Smith, Elliott Kearns Audit Contract** – Barry Cockley made a motion authorizing the Chairman to sign the audit contract in the amount of \$6,300, seconded by Tom Danner. **Roll Call: Black – yes, Cockley – yes, Socks – yes, Danner – yes, Kennedy – yes. Motion carried.**
- 6) **Architect Request for Proposals for building improvements** – Tom Danner received all of the proposals, and will meet with each one of them to find out how they arrived at their proposals. The cost range is \$35,000 - \$40,000. Mr. Danner will review the proposals and will have ready for the next meeting.
- 7) **Right-to-know Request** – 800 Race Track Road – Jean Hawbaker was instructed to take care of this request.
- 8) **Pension Plan Audit** – Barry Cockley stated the Pension plan audit went well. I also met with Bryan Jordan from PSATS to discuss a 457 Plan for the employees. The employees would contribute a certain percentage, and the cost per year is \$200 to administer it. Pete Socks made a motion for the employees to meet with Bryan Jordan to discuss the 457 Plan, if they are interested, seconded by Tom Danner. **Roll Call: Black – yes, Cockley – yes, Socks – yes, Danner – yes, Kennedy – yes. Motion carried.**

ADAMS REGIONAL EMERGENCY MEDICAL SERVICES (AREMS)

Having software issues.

UNITED HOOK & LADDER

6 calls in November

STATE POLICE

43 calls in November

CODE ENFORCEMENT/PERMITS

3 permits and 14 violations in November

ENGINEER'S REPORT/PLANS

- 1) **Pending Plans Report** - December
- 2) **Douglas & Rebecca Smith – Final Subdivision Plan – (64 High Rock Road) – Must act by 12/10/18 – Request for a 90-day extension**

Tim Knoebel will discuss any issues with Tim Shultis. Pete Socks made a motion granting a 90-day extension from December 10, 2018 for the Douglas & Rebecca Smith Final

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Subdivision Plan, seconded by Tom Danner. **Roll Call: Black – yes, Cockley – yes, Socks – yes, Danner – yes, Kennedy – yes. Motion carried.**

- 3) **Beaver Creek Road – Water Run off** – Tim Knoebel stated there are 2 options to try and resolve the water issue, grading the bank or putting a culvert under the road. Mr. Knoebel recommended grading the bank within the right-of-way to see if this would resolve the problem.
- 3) **Sewer Line Camera Inspection** – Tim Knoebel stated a condition of the permit was that the wetland crossing must take place between November 15th and March 15th. I would like to get Dwight Wyatt back out there to look at it and talk to him about placing the temporary mats, and then we will talk to the contractor on some dates. Tom Danner made a motion to authorize Tim Knoebel and Tim Shultis to make those arrangements for the remaining camera inspection of the sewer line, seconded by Scott Kennedy. **Roll Call: Black – yes, Cockley – yes, Socks – yes, Danner – yes, Kennedy – yes. Motion carried.**
- 4) **Cambrian Hills** – They encountered a lot of water, so it put a stop on the sewer line work for now until they take care of the water. Working on grading for the stormwater basins and getting ready to work on the pump station.
- 5) **Truck and Plow for Sale** – Pete Socks stated we need to discuss the truck that is for sale at Immaculate Conception. Tim Shultis stated this will need to be put out for bids, and we need to find out how much they will sell it for. Pete Socks will check on other details of the truck.

SOLICITOR'S REPORT

- 1) **Kelly Road** – Have not received a response from TK Property Holdings after sending a second letter requesting their permission for the township to post “No Parking” signs at the intersection of Kelly Road and the right-of-way. Tom Danner made a motion for Mr. Shultis to prepare an ordinance and authorized advertisement to prohibit parking on both sides of the entire length of Kelly Road, seconded by Scott Kennedy. **Roll Call: Black – yes, Cockley – yes, Socks – yes, Danner – yes, Kennedy – yes. Motion carried.**
- 2) **Keystone Diner** – The agreement says they have to pay for the preparation of the agreement. I sent the agreement along with an invoice for \$300.00.

PUBLIC COMMENT (GENERAL)

SUPERVISORS COMMENTS

Scott Kennedy – None.

Tom Danner – Wished everyone a Merry Christmas and Happy New Year.

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Pete Socks – None

Barry Cockley – None

Earle Black – Wished everyone a Merry Christmas and Happy New Year.

The Board went into executive session at 7:56 p.m. to discuss personnel matters.

The Board came out of executive session at 8:15 p.m.

Barry Cockley made a motion to increase Bryan Long's hourly rate by \$1.00 effective 1/1/19, seconded by Earle Black. **Roll Call: Black – yes, Cockley – yes, Socks – yes, Danner – yes, Kennedy – yes. Motion carried.**

Barry Cockley made a motion to increase Jean Hawbaker's hourly rate by \$1.00 effective 1/1/19, seconded by Earle Black. **Roll Call: Black – yes, Cockley – yes, Socks – yes, Danner – yes, Kennedy – yes. Motion carried.**

Barry Cockley made a motion to adjourn the meeting at 8:25 p.m., seconded by Scott Kennedy. Motion carried.

The next regularly scheduled meeting of the Berwick Township Board of Supervisors will be held on January 14, 2019 at 6:00 p.m. at 85 Municipal Road, Hanover, PA 17331

Respectfully submitted,

Jean A. Hawbaker
Secretary/Treasurer
**BERWICK TOWNSHIP
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