

**BERWICK TOWNSHIP  
BOARD OF SUPERVISORS  
REGULAR MEETING SEPTEMBER 9, 2019**

**CALL TO ORDER AND PLEDGE TO THE FLAG** – The September 9, 2019 regular meeting of the Berwick Township Board of Supervisors was held in the Berwick Township Municipal Building, 85 Municipal Road, Hanover, PA. The meeting was called to order at 6:00 p.m. Present were Supervisors Tom Danner, Barry Cockley, Earle Black, Scott Kennedy, Solicitor Tim Shultis, Engineer Tim Knoebel, Roadmaster Bill Scott, Secretary Jean Hawbaker. Pete Socks was not in attendance.

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

**CONSENT AGENDA**

Earle Black made a motion to approve the consent agenda, which includes the minutes of August 12 and August 21, 2019, bill lists, unpaid bill lists, and balance sheets dated September 6, 2019, seconded by Barry Cockley. **Roll Call: Cockley – yes, Black – yes, Danner – yes, Kennedy – yes. Motion carried.**

**ROADMASTER'S REPORT**

- 1) We are waiting for Hammaker to come in to tar and chip Race Track Road.
- 2) Have been working on pipe on Beaver Creek Road. Will try to get it tarred and chipped this year.
- 3) Received an email from a resident in Orchard Acres requesting the township to put up signs to slow people down. Mr. Scott will check his options.
- 4) Will call Alamo to find out the status of the ditcher.
- 5) The leaf collector was dropped off and will be worked on shortly.
- 6) Will find out if other townships would be interested in sharing a pallet of sealant. Will discuss at next workshop.

**UNFINISHED BUSINESS**

- 1) **Public Sewer Flyer** – Tom Danner stated we need to be pretty direct and only toilet paper should be flushed. Will discuss with the Secretary.
- 2) **PennDOT Request for a letter of support for Speed Limit Reduction at Cross Keys** – Tom Danner stated per PennDOT they need support from the predominate township in this area. Oxford and Hamilton already forwarded their letters, so we don't need to do anything.

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- 3) 106 Race Track Road – The resident is requesting a waiver of Driveway Ordinance Section 6(B)1(a,b,n) due to the erosion issues caused by drainage issues along Race Track Road. Tim Shultis stated they need to demonstrate a hardship, and may have other issues beyond erosion, such as line of sight issues. Bill Scott was instructed to look at the deficiencies from their previous application and compare it to the new application to see if they have been addressed. Tom Danner made a motion for Mr. Scott to discuss this with Tim Shultis, seconded by Scott Kennedy. **Roll Call: Black – yes, Cockley – yes, Danner – yes, Kennedy – yes. Motion carried.**
- 4) CD Rates – Tabled at this time due to upcoming building improvements.
- 5) Scheduled Interviews – There are 3 scheduled interviews for the Zoning/Code Enforcement position.
- 6) Sewer Plant Computer – The company that is looking at the data program for the new computers, should have answers for us this week in time for the workshop. They are looking at the interface of Windows 7 and Windows 10.

#### NEW BUSINESS

- 1) Schedule Budget Workshop and Authorize Advertisement – Barry Cockley made a motion to schedule a Budget Workshop on September 24, 2019 at 8:00 a.m. and authorized advertisement, seconded by Scott Kennedy. **Roll Call: Black – yes, Cockley – yes, Danner – yes, Kennedy – yes. Motion carried.**
- 2) 2020 Minimum Municipal Obligation (MMO) for Non-Uniform Pension Plan – Barry Cockley made a motion to approve the 2020 Minimum Municipal Obligation, seconded by Scott Kennedy. **Roll Call: Black – yes, Cockley – yes, Danner – yes, Kennedy – yes. Motion carried.**
- 3) No Parking – Summit Ridge, Bermudian Keys, Kelly Road – This will be discussed at the Workshop.
- 4) Resolution 2019-08 Indicating intent to follow Municipal Records Schedule and Resolution 2019-09 Disposition of Municipal Records/Shredding Quotes – Tom Danner made a motion to adopt Resolution 2019-08 and 2019-09 on following the Municipal Records Schedule and Disposition, seconded by Barry Cockley. **Roll Call: Black – yes, Cockley – yes, Danner – yes, Kennedy – yes. Motion carried.**

Tom Danner made a motion to accept the quote from Pro-shred in the amount of \$136.00 to shred the documents on-site, seconded by Barry Cockley. **Roll Call: Black – yes, Cockley – yes, Danner – yes, Kennedy – yes. Motion carried.**

- 5) Closed Carry Policy – Tim Shultis presented four variations of a weapons policy, a) Strictest – applies to all and no parking lot exception, b) applies to everyone, but has

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parking lot exception, c) excludes full time employees, but includes a parking lot exception, d) excludes full time employees, but does not have a parking lot exception. Mr. Shultis will revise as discussed for the October meeting.

- 6) **Authorize Advertisement to Schedule Special Meeting for Building Renovation Bid Opening 9/17/19 at 1:00 p.m.** – Barry Cockley made a motion to schedule the Special Meeting for bid opening only, seconded by Scott Kennedy. **Roll Call: Black – yes, Cockley – yes, Danner – yes, Kennedy – yes. Motion carried.**
  
- 7) **Consider Appealing UC Rate for 2020** – Scott Kennedy made a motion to authorize appealing the UC Rate for 2020, seconded by Barry Cockley. **Roll Call: Black – yes, Cockley – yes, Danner – yes, Kennedy – yes. Motion carried.**

### **UNITED HOOK & LADDER**

5 calls in August

### **STATE POLICE**

36 calls in August

### **ADAMS REGIONAL EMERGENCY MEDICAL SERVICES**

No report for August

### **CODE ENFORCEMENT/PERMITS**

16 permits and 13 violations in August

### **ENGINEER'S REPORT**

- 1) **Estimated Cost for Kinneman Road Survey**
  - \$2,850.00 for that portion of the survey which adjoins the existing racetrack property.
  - \$1,700.00 for that portion of the survey from the northern limits of the race track property to the southern property line of The Residence at the Bridges.

Tom Danner made a motion to authorize sending a copy of KPI's letter to the owners of the race track and find out if they agree to share the cost of \$2,850.00 for the survey which adjoins the existing race track property. Will discuss at the workshop, seconded by Scott Kennedy. **Roll Call: Black – yes, Cockley – yes, Danner – yes, Kennedy – yes. Motion carried.**

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2) **Meadowbrook RV & Boat Storage – Outstanding issues –**

- Excess Maintenance Agreement
- Final Development Agreement
- Stormwater O&M Agreement

There was discussion on whether or not it will be necessary to post security for weight restrictions based upon vehicles over 10 tons on Hershey Heights Road from the development to Route 94. Mr. Weaver stated Meadowbrook will not be the only one using this road. Mr. Shultis will check the reasonableness of posting this security. Will have for the workshop.

3) **Survey of Township parking lot** – Based on the Zoning, the road divides it, on this side it's RC, which is a 100-foot setback. The current building is already in the setback, so an expansion in that direction is going to be an encroachment of more into that setback and according to your Zoning Ordinance is going to require a variance. Mr. Shultis stated he thought there was an amendment in the RC District addressing this issue. Tom Danner made a motion authorizing Mr. Shultis to research this issue and if needed provide a Zoning Hearing application, seconded by Barry Cockley. **Roll Call: Black – yes, Cockley – yes, Danner – yes, Kennedy – yes. Motion carried.**

4) **Residence at the Bridges** – A site meeting was held on September 5, 2019. Items discussed were crosswalks, intersection lighting, sidewalk on lot owned by Abbottstown, cross section drawings, 2'x6' inlet on the east side of Kinneman Road, headwall on the east side of the culvert under Kinneman at the southern most limit of the development should be replaced with an inlet as shown on the approved plan, existing 48-inch/36-inch culvert is being replaced with a 36-inch culvert under Kinneman Road and there was a question on the remaining portion of the 48-inch culvert on private property. It was recommended by the group that inlet be located within the right-of-way at the junction of these pipes and the existing 48-inch left in place. The fire hydrants will be in the Home Owners Association. Will get pricing on pipe from H&H General Excavating. Will ask the contractor when Kinneman Road will be reopened and will get a schedule from them.

**SOLICITOR'S REPORT** – None.

**PUBLIC COMMENT (GENERAL)** – None.

**SUPERVISORS COMMENTS** – None.

Tom Danner made a motion for Mr. Scott to have the concrete from Beaver Creek Road disposed of at the recycling center, seconded by Earle Black. **Roll Call: Black – yes, Cockley – yes, Danner – yes, Kennedy – yes. Motion carried.**

Barry Cockley made a motion to adjourn at 8:13 p.m., seconded by Scott Kennedy. Motion carried.

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

Respectfully submitted,

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