

**BERWICK TOWNSHIP  
BOARD OF SUPERVISORS  
REGULAR MEETING MARCH 9, 2020**

**CALL TO ORDER AND PLEDGE TO THE FLAG** – The March 9, 2020 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 Pete Socks, Tom Danner, Earle Black, Barry Cockley, Scott Kennedy, Solicitor Tim Shultis, KPI Technology Tim Knoebel, Roadmaster Bill Scott, Zoning Officer Andrew Myers, Secretary Jean Hawbaker, Sewer Plant Operator Ryan Swope.

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

**CONSENT AGENDA**

Scott Kennedy made a motion to approve the consent agenda, which includes the minutes of February 10, 2020, bill lists, unpaid bill lists, and balance sheets dated March 6, 2020, seconded by Barry Cockley. **Roll Call: Black – yes, Cockley – yes, Socks – yes, Danner – yes, Kennedy – yes. Motion carried.**

**ROADMASTER’S REPORT**

- 1) Waiting to hear back from Hammaker on their 2020 price list. Would like to fog seal High Rock Road, Country Club Road, Spicer Drive, Eisenhart Drive, Pine Ct, Oak Hill Dr., Bair Road at a cost of \$10,674.45, and possibly tar and chip High Rock Road at a cost of \$14,039.70 after we do patch work that needs to be done out there. Pete Socks suggested contacting Hammaker regarding High Rock Road and whether or not we can get away with just sealing it. Beaver Creek Road bid was approved last year in the amount of \$35,700, which will be done this year. Parichuk’s price to patch High Rock Road is \$7,850.00.

Tom Danner made a motion to authorize Parichuk to repair High Rock Road in the amount of \$7,850.00, seconded by Scott Kennedy. **Roll Call: Black – yes, Cockley – yes, Socks – abstained, Danner – yes, Kennedy – yes. Motion carried.**

Tom Danner made a motion to contact Hammaker to find out if only fog sealing is sufficient on the above-mentioned roads or will they recommend tar and chip. If just fog sealing, the project can proceed, seconded by Earle Black. **Roll Call: Black – yes, Cockley – yes, Socks – yes, Danner – yes, Kennedy – yes. Motion.**

- 2) Update on new truck – Chassis is in and the bed is manufactured. Waiting for the hydraulic pump. Should have truck sometime in March.
- 3) Have ditcher head. Need to put it on tractor.
- 4) Pete Socks spoke to Shannon at Neiderer’s to do a joint Spring and Fall collection of electronics on a Saturday. We will advertise collection dates one date in the Spring and

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one date in the Fall and Neiderer's will come and take it away. Must be a township resident. Will come back with some dates.

Pete Socks stated we made a wrong decision by telling the guys to back out of cleaning the recycling trailer. The road crew cleaned it out again and we need to make sure it stays that way. We talked to Keystone Alarm about putting 2 cameras up. One on the outside of the building to catch the license plate and one inside the trailer to catch them dumping. We need to put up a sign that the trailer is under surveillance and pass an ordinance for littering on township property and put some teeth into it. Earle Black made a motion to authorize Keystone Alarm to install 2 cameras at the recycling trailer up to \$1,200, seconded by Barry Cockley. **Roll Call: Earle – yes, Cockley – yes, Socks – yes, Danner – yes, Kennedy – yes. Motion carried.**

Tom Danner made a motion to authorize Tim Shultis to prepare an ordinance for littering on township property, seconded by Scott Kennedy. **Roll Call: Black – yes, Cockley – yes, Socks – yes, Danner – yes, Kennedy – yes. Motion carried.**

### **UNFINISHED BUSINESS**

- 1) **Emergency Management Plan Resolution & Promulgation – Resolution #20-04** – Tom Danner made a motion to adopt Resolution #20-04, seconded by Barry Cockley. **Roll Call: Black – yes, Cockley – yes, Socks – yes, Danner – yes, Kennedy – yes, Motion carried.**
- 2) **Meeting Room Table/Blinds** – Pete Socks is waiting for a quote back on a meeting room table, and a cabinet for the back of the meeting room. Jean Hawbaker will look into getting blinds.
- 3) **Franchise Fee Changes** – Tim Shultis did not get a chance to review the franchise agreement at this time. Tom Danner stated unless they come to us, we probably won't be affected.

### **NEW BUSINESS**

- 1) **Emergency Succession of Municipal Officers – Resolution #20-06** – Barry Cockley made a motion to adopt Resolution #20-06, seconded by Scott Kennedy. **Roll Call: Black – yes, Cockley – yes, Socks – yes, Danner – yes, Kennedy – yes. Motion carried.**
- 2) **Sludge Hauler Quote** – Ryan Swope stated he is trying to get the most cost-effective way to haul sludge. **With all of the houses that will be built in the township, you are going to need a second truck on line because of having more sludge. The sludge that is going to Smith's is a little thicker because we are taking water off of the top.** Kline's takes loads directly to their own facility and not to Springettsbury. I needed to have sludge hauled this year, so I will check with Kline's to see how long their quote is good for. Will revisit again.

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- 3) **Sewer Plant Computer** – Barry Cockley made a motion to purchase a computer from Cyber-comm as quoted, seconded by Earle Black. **Roll Call: Black – yes, Cockley – yes, Socks – yes, Danner – yes, Kennedy – yes. Motion carried.**
- 4) **Generator Maintenance Agreement – Winter Engine-Generator Service, Inc.** – Barry Cockley made a motion to accept the Generator Maintenance Agreement from Winter Engine-Generator Service, Inc. in the amount of \$1,896.00, seconded by Earle Black. **Roll Call: Black – yes, Cockley – yes, Socks – yes, Danner – yes, Kennedy – yes. Motion carried.**
- 5) **Comcast High Speed Internet** – Barry Cockley made a motion to upgrade to 300/30 Business Advantage Pro – Security Edge for an additional \$40.00 per month for faster internet, seconded by Scott Kennedy. Tom Danner stated we need to tell Comcast to wreck the connection to the garage which we were using temporarily during building renovations. **Roll Call: Black – yes, Cockley – yes, Socks – yes, Danner – yes, Kennedy – yes. Motion carried.**
- 6) **Restatement of Qualified Retirement Plan – Resolution #20-07** – Barry Cockley made a motion to adopt Resolution #20-07, seconded by Tom Danner. **Roll Call: Black – yes, Cockley – yes, Socks – yes, Danner – yes, Kennedy – yes. Motion carried.**
- 7) **Annual Audit Summary** – The audit went well. Supervisor’s will no longer be able to take deposits to the bank as has been done in the past. The Treasurer is the only person bonded.

#### **UNITED HOOK & LADDER**

Will report next month

#### **STATE POLICE**

33 calls in February

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

Will report next month

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

- 1) **Permits/Violations** - 6 permits and 2 violations in February
- 2) **410 Abbottstown Pike (JPS Granite) Parking Violation** – Waiting for them to record their O&M Agreement so a permit can be issued.
- 3) **51 Progress Avenue Violations** – Tom Danner made a motion authorizing Andrew Myers to seek advise from Tim Shultis regarding the curbing that needs to be repaired, seconded

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by Scott Kennedy. **Roll Call: Black – yes, Cockley – yes, Socks – yes, Danner – yes, Kennedy – yes. Motion carried.**

- 4) **881 Abbottstown Pike Certificate of Non-Conformance** – A Certificate of Non-Conformance was issued for the dog kennel.
- 5) **Zoning Officer Computer** – The computer was installed today.
- 6) **Ordinances** – Jean Hawbaker has worked on making all of the ordinances searchable.
- 7) **Driveway/Road Occupancy Permit/Procedure** - Need a separate application for driveways and road occupancy. Need to establish a procedure on issuing permits and inspections. The Board agreed that both the Zoning Officer and Road Master should be going to check these and sign off on them.
- 8) **Patrol Hours** – Will compile a schedule for Spring and Summer.

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

- 1) **Doug Smith & Rebecca Smith – Final Subdivision Plan (64 High Rock Road West) – Must act by 3/9/20 – Request for an extension until 6/24/20** – Tom Danner made a motion to grant an extension until 6/24/20, seconded by Barry Cockley. Mr. Hornberger and Mr. Laughman spoke regarding a right-of-way agreement and will drop off a copy so the Solicitor can review. **Roll Call: Black – yes, Cockley – yes, Socks – yes, Danner – yes, Kennedy – yes. Motion carried.**
- 2) **Bermudian Keys Letter of Credit – Expires 4/30/20** – Barry Cockley made a motion to authorize KPI Technology and the Road Master to inspect this development before releasing and funds, seconded by Pete Socks. **Roll Call: Black – yes, Cockley – yes, Socks – yes, Danner – yes, Kennedy – yes. Motion carried.**
- 3) **Kinneman to Route 30, Kinneman to Race Track, Lincoln Speedway to Kinneman**  
Tim Knoebel stated we had a very productive meeting on March 4<sup>th</sup>. The Board authorized Bob Sharrah and I to move forward. I do not have anything this evening from the Bridges to the Race Track. We should have a site meeting to discuss width and drainage.
- 4) **Township Parking Lot Plans** – Tim Knoebel stated the bids have been prepared and is ready for advertisement. It was noted that work can't start until after the election. There will be 20 new parking spaces in the front which includes some shrubs. Mr. Knoebel will also get a proposal for lighting at side parking lot. Barry Cockley made a motion to authorize advertisement to obtain bids for the parking lot project, seconded by Scott Kennedy. **Roll Call: Black – yes, Cockley – yes, Socks – yes, Danner – yes, Kennedy – yes. Motion carried.**

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- 5) **Rick Weaver Update** – Mr. Weaver received reports from the Conservation District with some issues. They applied for a permit for the widening of a portion of Hershey Heights Road that they have to do from their access down to Gene Latta. There will be no occupancy until this work is finished.
- 6) **Cross Keys Traffic Light Cable Replacement** – PERCS was authorized to inspect the work that was done.

**SOLICITOR'S REPORT**

- 1) **Cross Keys Signal Agreement** – Tom Danner made a motion for Jean Hawbaker to coordinate another meeting with Berwick, Oxford and Hamilton to discuss the agreement, seconded by Pete Socks. **Roll Call: Black – yes, Cockley – yes, Socks – yes, Danner – yes, Kennedy – yes. Motion carried.**

**PUBLIC COMMENT (GENERAL)** – None.

The Board went into executive session at 8:05 p.m. to discuss the building security system whereby disclosure of this information's confidentiality is protected by law, and to discuss attorney client privilege matters.

The Board came out of executive session at 8:12 p.m.

Tom Danner stated the generator is supposed to be here by the end of next week. We are waiting on a door and some other incidentals that need to be done, and the installation of 2 additional cameras and resolve the issue with the intake fans.

Barry Cockley made a motion to adjourn at 8:16 p.m., seconded by Scott Kennedy. Motion carried.

**The next regularly scheduled meeting of the Berwick Township Board of Supervisors will be held on April 13, 2020 at 6:00 p.m. at the Township Building – 85 Municipal Road, Hanover, PA 17331.**

Respectfully submitted,

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