

**BERWICK TOWNSHIP
BOARD OF SUPERVISORS
REGULAR MEETING MINUTES JUNE 8, 2020**

CALL TO ORDER AND PLEDGE TO THE FLAG – The Berwick Township Board of Supervisors held their regular meeting on Monday, June 8, 2020 at 6:00 p.m. in the Municipal Building, 85 Municipal Road, Hanover. The meeting was called to order at 6:00 p.m. Present were Supervisors Pete Socks, Tom Danner, Earle Black, Scott Kennedy, Barry Cockley, Solicitor Tim Shultis, Engineer Tim Knoebel, Roadmaster Bill Scott, Zoning Officer Andrew Myers and Secretary Jean Hawbaker.

PUBLIC COMMENT (AGENDA ITEMS) – None.

APPROVE CONSENT AGENDA

Scott Kennedy made a motion to approve the consent agenda which consists of the minutes of May 11, 2020 and May 18, 2020, bill lists, unpaid bill lists and balance sheets dated June 5, 2020, seconded by Barry Cockley. **Roll Call: Black – yes, Cockley – yes, Socks – yes, Danner – yes, Kennedy – yes. Motion carried.**

ROADMASTER’S REPORT - MAY

- 1) Have been working on sign replacements.

Earle Black asked if Andy Myers could help them with the pothole on Hershey Heights Road. Bill Scott stated he did not consider this a priority since it is on the shoulder where vehicles are running off of the road. Mr. Scott will back fill with dirt and place delineators.

- 2) **Trailer Quotes** – Mr. Scott stated the trailer is needed to carry the diesel fuel tank, and other items as needed. Barry Cockley made a motion to accept the quote from Best Choice Trailers in Carlisle to purchase a 2020 Lamar Trailer in the amount of \$2,795.00. Will need to be titled, tagged and insured, seconded by Pete Socks. **Roll Call: Black – yes, Cockley – yes, Socks – yes, Danner – yes, Kennedy – yes. Motion carried.**
- 3) **Asphalt Roller Quote** – Mr. Scott explained a roller is needed since we are doing a lot more road work inhouse. If we rent a roller, it costs \$210.00 per day. Tom Danner wanted to know what work is proposed to warrant the roller. Mr. Scott stated 6 catch basins in Summit Ridge, 3 potholes on Municipal Road, cracks along edges of Bair Road, Race Track Road and Mill Race Road. We did 18 pot holes on Beaver Creek Road and High Rock Road already. There are a lot of issues with the roads because they have been neglected for years. You brought me in to take care of the roads, but we need the equipment to do the work. Pete Socks made a motion to purchase a Doosan Single Drum Walk Behind Vibratory Roller from Northern Tool in the amount of \$6,299.99, seconded by Earle Black. **Roll Call: Black – yes, Cockley – yes, Socks – yes, Danner – no, Kennedy – no. Motion carried.**
- 4) **Pickup Truck** – The new pickup will be delivered by June 22nd.

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- 5) **High Rock Road** – Received a bid from Hammaker for this project.
- 6) **Rejuvenation Project** – We would like to test a product for asphalt restoration. Would like to test a small area. Pine Court Drive, Spicer Drive and Eisenhart Drive. Will need to find out if this is PennDOT approved, and will take a look at the job done at the Brethren Home where this product was used.
- 7) **Stone Pile from Race Track Road** – Mr. Scott would like purchase the stone/dirt pile on the premises. Will need to follow the resolution to sell township property valued at less than \$1,000.
- 8) **EMC Update** – The meeting in June was cancelled and rescheduled in September.

Pete Socks stated there is a property in Summit Ridge on Fawn Hill Road. We are back to a pissing match about a no cost permit to seal coat a driveway. This is about the third time I have had to have this conversation with a resident. I propose we remove seal coating from the fee schedule. Barry Cockley made a motion to update the fee schedule to remove the no cost permit to seal coat a driveway, seconded by Scott Kennedy. **Roll Call: Black – yes, Cockley – yes, Socks – yes, Danner – yes, Kennedy – yes. Motion carried.**

UNFINISHED BUSINESS

- 1) **Floodplain Management Ordinance** – Tim Shultis spoke to Leslie Rhoads and she provided links the Board may wish to review. Mr. Shultis will give some dates to Ms. Rhoads to find out when it will suit her to talk to the Board.
- 2) **Capital Improvement Plan** – Tom Danner explained we are waiting for as built plans from H&C Davidson and final draw. I received an as built from Shannon Smith and ECI and waiting on their final draws.
- 3) **Township Parking Lot** – Work will start this week.

NEW BUSINESS

- 1) **Consider awarding bid for High Rock Road tar and chip/fog seal** – Tom Danner made a motion to award the bid to Hammaker East Ltd. in the amount of \$21,545.20, which represents 8,830 square yards single application bituminous seal coat, and 8,830 square yards bituminous fog seal for bituminous seal coat, seconded Scott Kennedy. **Roll Call: Black – yes, Cockley – yes, Socks – yes, Danner – yes, Kennedy – yes. Motion carried.**
- 2) **Recycling Center Ordinance No. 20-01** – Earle Black made a motion to adopt Ordinance No. 20-01, seconded by Barry Cockley. **Roll Call: Black – yes, Cockley – yes, Socks – yes, Danner – yes, Kennedy – yes. Motion carried.**

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- 3) **Tax Collection** – Pete Socks explained he spoke to Daryl Crum from the County regarding face to face tax collection, and he sent notices to all Adams County Tax Collector's. According to the Adams County Solicitor, if your municipality continues to operate under a COVID-19 Disaster Declaration, which Adams County still is, you do not have to comply with the requirement to hold office hours in the last two weeks before the discount deadline. Drop boxes and the like have been working successfully. We have had no complaints with this drop off process. At least for June's collection schedule, we're going to continue what we established. I spoke to Senator Mastriano about eliminating that line out of the 1945 Tax Act that requires face to face collection. Those that want a receipt, we will mail them one.
- 4) **United Hook & Ladder** – Pete Socks had a conversation with Steve Rabine. The fire company had to cancel their carnival, which would be a \$40,000 hit this year. They are doing a one-day event in the fall, but won't give them what they were expecting from the carnival. There was a bill passed in the House and Senate to provide grant money, but at this point do not know what that is going to be. I propose we help them meet that gap. This would be over and above of what we give in fire tax. We should reach out to neighboring townships to help with the effort. Tom Danner stated for all they do for the community. They do a lot of things that are unnoticed and have been an asset, and we need to step up and do our part. Mr. Socks will report back when he finds out what the numbers are from the grant. Tom Danner stated we should contact the fire company regarding our discussion on this so it will put their mind at ease and so they understand they are going to get the support that they need one way or another. Pete Socks will discuss this with Chief Rabine.
- 5) **Zoning Review Committee** – Tom Danner stated we finalized 5 ordinances that are ready and finalized the review of the sign ordinance. Should have this ready soon.

STATE POLICE REPORT

60 calls in May

UNITED HOOK & LADDER

No report

AREMS

13 calls in May

CODE ENFORCEMENT/PERMITS

- 7 permits issued in May

Sent letters to a couple of septic pumping violations. The pumpers did not send us the paperwork and one of them is scheduled to be pumped this month.

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Tom Danner wanted to know make sure the rental properties are in compliance with giving us updates. Mr. Myers will discuss this with the Secretary. Mr. Danner also asked Mr. Myers to give an update on the Property Improvement permits, which is a requirement of Adams County for any improvement over \$2,500. Based on our standards, if they don't need a permit, we are required to give them a waiver, but still need a permit from Adams County. Mr. Danner stated when Mr. Myers came on board, there were a list of violations that were pending, and would like to know the status of these. JPS Granite and 51 Progress Avenue will discuss in executive session.

ENGINEER'S REPORT

- 1) **Kinneman Road Storm Drainage Project** – The pre-bid meeting was held last week. There will be an addendum going out, and the bid opening will be held next Wednesday at 1:00 p.m. and will consider awarding the bid on June 18, 2020 at 7:00 p.m. at the Abbottstown Borough office.
- 2) **Douglas & Rebecca Smith – Final Subdivision Plan** – (64 High Rock Road West) – **Must act by 6/8/20 – Request for an extension until 9/24/20**

Comments were reviewed from KPI Technology's letter dated April 7, 2020, which included waivers that were previously approved. Shared Use and Maintenance Agreement is being reviewed by the attorney's, emergency access to High Rock Road will be addressed, will need to comply with the current Shared Use and Maintenance Agreement for the existing shared driveway accessing High Rock Road, O&M Agreement has been submitted, surveyor's seal and signature will be executed on approved plans, Deed of Consolidation will be submitted for the consolidation of the remainder tract with lots 102 & 102C and will be recorded, financial security estimate will be submitted, will address all agreement requirements for the Township Solicitor.

Scott Kennedy made a motion to grant Douglas & Rebecca Smith and extension until 9/24/20, seconded by Barry Cockley. **Roll Call: Black – yes, Cockley – yes, Socks – yes, Danner – yes, Kennedy – yes. Motion carried.**

- 3) **Cambrian Hills – Lot 64 – Final Subdivision Plan** – (Southernmost corner of Cambrian Hills Development) – **Must act by 6/8/20 – Request to withdraw**

Tom Danner made a motion to accept the withdrawal request of Cambrian Hills Lot 64 Final Subdivision Plan, seconded by Scott Kennedy. **Roll Call: Black – yes, Cockley – yes, Socks – yes, Danner, Kennedy – yes. Motion carried.**

- 4) **Cambrian Hills – Phase 1B Final Subdivision Plan** – (Route 94/Green Springs Road) – **Must act by 7/13/20**

Responses were received from Group Hanover regarding KPI Technology's letter dated December 3, 2019. A revised plan was dropped off this evening. Mr. Knoebel stated their office will make sure everything is addressed and will respond back.

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Attorney Minnich was present on behalf of the developer. There was discussion on the Developer's Agreement and the traffic light issue. Mr. Minnich stated ultimately between the Commercial developer and the Residential developer we will be able to take care of this economically so there is no impact on the township.

Mr. Shultis explained the traffic light is the township's chief concern. It is not unreasonable to post maintenance funds after the traffic signal is installed. Tom Danner wanted to know what the opposition was for putting up funds for the traffic light. Mr. Minnich stated the only thing rejected was the \$25,000 for maintenance. We need to fill the gap on what happens if the traffic light is warranted before the commercial developer is online. We can resolve this between the attorneys.

Tom Danner made a motion to schedule a special meeting with respect to items that need to be resolved at a time to be determined, seconded by Barry Cockley. **Roll Call: Black – yes, Cockley – yes, Socks – yes, Danner – yes, Kennedy – yes. Motion carried.**

- 5) **Residence at the Bridges** – Working on Lobell Road.
- 6) **Bermudian Keys** – Bill Scott and Ryan Picarelli are going out to meet with Conewago to go over punch list.

Tom Danner wanted to know if KPI did anything with Kinneman to Race Track and Lincoln Speedway to Kinneman. Tim Knoebel stated with everything else going on we have not done anything at this time.

Tom Danner stated Andy Myers sent you applications for Road Occupancy and Driveway permits. Mr. Knoebel did not get a change to review them yet.

Solicitor's Report

- 1) **Draft Agreement of Cross Keys Signal** – Nothing to report.

Harry McKean stated they asked PERCS, the contractor doing maintenance on the Cross Keys Traffic Light to give them an update on the inspection they did on the south light. The meeting is scheduled on Wednesday at 10:00 a.m. at Oxford Township.

- 2) Easement Agreement for the drainage facilities on Kinneman Road is still owned by the Bridges, so it has not been conveyed. Will be done shortly.

PUBLIC COMMENT (GENERAL) – None.

The Board went into executive session at 7:55 p.m. to discuss matters on which identifiable complaints may be filed.

The Board came out of executive session at 8:35 p.m.

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Tom Danner made a motion to authorize Andrew Myers to confer with Tim Shultis for notice of violations relative to Progress Avenue, seconded by Scott Kennedy. **Roll Call: Black – yes, Cockley – yes, Socks – yes, Danner – yes, Kennedy – yes. Motion carried.**

Tom Danner made a motion to authorize Tim Shultis to confer with Andrew Myers relative to JPS Granite and the Zoning Hearing Board decision, seconded by Barry Cockley. **Roll Call: Black – yes, Cockley – yes, Socks – yes, Danner – yes, Kennedy – yes. Motion carried.**

ADJOURNMENT

Barry Cockley made a motion to adjourn at 8:36 p.m., seconded by Scott Kennedy. Motion carried.

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

Respectfully submitted,

Jean A. Hawbaker
Secretary/Treasurer
**BERWICK TOWNSHIP
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