

**BERWICK TOWNSHIP
BOARD OF SUPERVISORS
REGULAR MEETING MINUTES SEPTEMBER 13, 2021**

CALL TO ORDER AND PLEDGE TO THE FLAG – The Berwick Township Board of Supervisors held their regular meeting on Monday, September 13, 2021 at 6:00 p.m. in the Municipal Building, 85 Municipal Road, Hanover. Present were Supervisors Pete Socks, Tom Danner, Barry Cockley, Earle Black, Scott Kennedy, Solicitor Tim Shultis, Engineer Tim Knoebel, Roadmaster Bill Scott, Zoning Officer Andrew Myers. Secretary Jean Hawbaker.

Pete Socks made a motion to add Beaver Creek Road closure for Make-a-Wish to the agenda, seconded by Tom Danner. **Roll Call: Black – yes, Cockley – yes, Socks – yes, Danner – yes, Kennedy – yes. Motion carried.**

STATE POLICE

Lt. Witalec was present to introduce himself and answer any questions.

PUBLIC COMMENT (AGENDA ITEMS) – None.

APPROVE CONSENT AGENDA

Earle Black made a motion to approve the consent agenda which consists of the minutes of August 9 & August 17, 2021, bill lists, unpaid bill lists and balance sheets dated September 10, 2021, and Police/Fire/AREMS Reports for August 2021, seconded by Barry Cockley. **Roll Call: Black – yes, Cockley – yes, Socks – yes, Danner – yes, Kennedy – yes. Motion carried.**

ROADMASTER’S REPORT/EMC UPDATE – AUGUST

- 1) Working on modules for EMC.
- 2) Have been keeping drains open due to the flooding.
- 3) Line painting on Kinneman Road to Route 30, down to Race Track Road will cost \$272.00. Pete Socks made a motion to approve, seconded by Scott Kennedy. **Roll Call: Black – yes, Cockley – yes, Socks – yes, Danner – yes, Kennedy – yes. Motion carried.**
- 4) Would like to purchase a used backhoe bucket from Top Quality Construction, Inc. in the amount of \$300.00. Tom Danner made a motion to approve, seconded by Barry Cockley. **Roll Call – Black – yes, Cockley – yes, Socks – yes, Danner – yes, Kennedy – yes. Motion carried.**

CODE ENFORCEMENT/PERMITS – AUGUST

- 1) 26 permits and 8 violations issued in August.
- 2) Owner of 6205 York Road would like to demolish home.

September 13, 2021

- 3) Have been documenting existing signs. Will research the files for pre-existing nonconforming signage.
- 4) Have received complaints about a dead tree hanging along Green Springs Road. Will notify them to contact PennDOT since it is a state road.
- 5) Received quotes for software on permitting and code enforcement. Previously I quoted a price of about \$30,000, but we are closer to half of that.
- 6) New printer works well.
- 7) The mobile home on Green Springs Road will be demolished shortly.

Tom Danner stated that when PA One Calls come in, the Roadmaster and the Zoning Officer need to communicate with each other on whether or not permits were issued. The gas company dug up Kinneman Road, and there should have been a PA One call, and they should have had a permit, which they did not have. There needs to be better communication. Mr. Myers stated Columbia Gas will be repairing the road. Mr. Myers will send Columbia Gas a citation for not pulling a permit to do this work.

UNFINISHED BUSINESS

- 1) **Hanover Auto Group Sewer Service Request** – Mr. Shultis stated Hanover Auto Group will need to prepare an agreement.

NEW BUSINESS

- 1) **Schedule Budget Workshop and Authorize Advertisement** – Tom Danner made a motion to schedule the Budget Workshop on October 5, 2021 at 8:30 a.m., and authorized advertisement, seconded by Barry Cockley. **Roll Call: Black – yes, Cockley – yes, Socks – yes, Danner – yes, Kennedy – yes. Motion carried.**
- 2) **2022 Minimum Municipal Obligation (MMO) for Non-Uniform Pension Plan** – Tom Danner made a motion to approve, seconded by Pete Socks. **Roll Call: Black – yes, Cockley – yes, Socks – yes, Danner – yes, Kennedy – yes. Motion carried.**
- 3) **Secretaries' Forum/Roundtable Luncheon September 29th** – Tom Danner made a motion authorizing the Secretary to attend and pay the \$10.00, seconded by Earle Black. **Roll Call: Black – yes, Cockley – yes, Socks – yes, Danner – yes, Kennedy – yes. Motion carried.**
- 4) **CD Renewals** – Pete Socks made a motion to approve general fund CD#7540 and sewer fund CD#7559 rollover for 14 months with People's Bank, and sewer fund CD#3701 deposit into the Money Market account, seconded by Tom Danner. **Roll Call: Black – yes, Cockley – yes, Socks – yes, Danner – yes, Kennedy – yes. Motion carried.**

September 13, 2021

- 5) **Abbottstown Road Crew Assistance Request** – Pete Socks explained that Abbottstown Borough no longer has a roadmaster, so Scott Bolton asked if we would be open to having Bill Scott on call for emergency use only. Tim Shultis will need to prepare an intermunicipal agreement for this to happen. The flat rate will be \$50.00 per hour per person, end date will be the end of 2021 to see what the call volume will be. If equipment is needed, we will need to have a discussion. Pete Socks made a motion to authorize Tim Shultis to prepare the intermunicipal agreement as discussed, seconded by Barry Cockley. **Roll Call: Black – yes, Cockley – yes, Socks – yes, Danner – yes, Kennedy – yes. Motion carried.**

- 6) **Sewer Plant Security** – Pete Socks stated we may have some residents deer hunting on sewer plant property. We need to get pricing on a security system. Tom Danner stated the hunting issue, we can work with that. The stipulation under the new trespass law is simple, you need a minimum one-inch-wide purple line at least 3 feet off of the ground, no higher than 5 feet, every 100 hundred feet. The fines are extremely high. Tom Danner made a motion for he and Bill Scott to take care of this, seconded by Scott Kennedy. **Roll Call: Black – yes, Cockley – yes, Socks – yes, Danner – yes, Kennedy – yes. Motion carried.**

Tom Danner will contact Keystone Alarm for a quote and Ryan Swope regarding the security system at the sewer plant.

- 7) **Ordinance #21-04 Zoning Amendment (Signs) – Public Hearing and Adoption** – Tim Shultis explained this was advertised for a public hearing, so at this point anyone who has any comments on the proposed ordinance should come forward to do so. There were no public comments.

Mr. Shultis stated prior to enactment, the draft of the ordinance was sent on August 5, 2021 to the Adams County Office of Planning and Development and the Berwick Township Planning Commission for their review. The township did receive comments from the Adams County Office of Planning and Development on August 18, 2021. They fully support the ordinance amendment. The Berwick Township Planning Commission did not have time to review it before tonight. The advertisement of the public hearing and the notice of intent to adopt was advertised in the Gettysburg Times August 20 and August 27, 2021. The notice of public hearing was sent to the Adams County Law Library on August 20, 2021 with an attested copy of the ordinance. The Ordinance has been posted at the township, and is now included on the agenda as is required by law. Barry Cockley made a motion to adopt Ordinance #21-04, seconded by Scott Kennedy. **Roll Call: Black – yes, Cockley – yes, Socks – yes, Danner – yes, Kennedy – yes. Motion carried.**

- 8) **Health/Vision Insurance Renewals** – Barry Cockley made a motion to renew with Highmark for Health and Vision Insurance, seconded by Pete Socks. **Roll Call: Black – yes, Cockley – yes, Socks – yes, Danner – yes, Kennedy – yes. Motion carried.**

Mr. Cockley will have the dental rates available for the workshop meeting.

September 13, 2021

- 9) **Beaver Creek Road closure for Make-a-Wish** – Pete Socks explained he received a call from Tiffany Storm who has a 4-year-old daughter with leukemia. The Make-a-Wish has granted her a wish for a Halloween Convoy. They are going to organize a Convoy to go down Beaver Creek Road, and there was concern about traffic congestion. I had some discussion with Make-a-Wish and spoke to Chief Rabine, so what I propose, is to close Beaver Creek Road on Saturday, October 2, 2021 from 6:00 p.m. to 7:30 p.m. United Hook & Ladder will take care of traffic control and will supply the fire truck, which is going to be their convoy and other fire trucks, which will be throwing candy out of their vehicles in front of 570 Beaver Creek Road. So that Ms. Storm or Make-a-Wish will not have to do this, we should send letters to residents on Beaver Creek Road, High Rock Road and Maple Grove Road to make them aware of the road closure, except for local traffic. They are going to stage the markets in Hanover, turn right out of there, come up Beaver Creek Road off of Route 194, go the entire way to the end of Beaver Creek Road, turn left on Maple Grove Road, with traffic control to turn them left or right back onto Route 194.

ENGINEER’S REPORT/PLANS

- 1) **Kinneman Road Projects** – Dealing with the South end of Kinneman Road. Work is progressing. The curbing and storm drainage is in, some grading done along the side of the road, and preparing to do the road widening.
- 2) **Cambrian Hills Phase 1B – Bond Reduction Request** – Pete Socks made a motion to approve the requested bond reduction in the amount of \$410,696.27, retaining \$1,510,780.53 for Cambrian Hills Phase 1B, seconded by Tom Danner. **Roll Call: Black – yes, Cockley – yes, Socks – yes, Danner – yes, Kennedy – yes. Motion carried.**
- 3) **Summerfield Sewer Line** – Tim Shultis stated he received an email from Paul Minnich who represents the developer, and he indicated that they did not need to attend tonight’s meeting. Apparently, there have been developments.

Pete Socks stated Oxford Township was going to approve that plan conditionally if the New Oxford Municipal Authority (NOMA) signed off on it, and apparently NOMA signed off on it. They are going to try and run those lines on our side without getting any kind of input from Berwick Township. To keep the line on their side, they would have to get sign offs on right-of way’s from at least 4 residents on that side of the road. Tim Knoebel suggested that the Board authorize Tim Shultis to prepare whatever letters are necessary to the State Agencies on our direction and opposition. Tom Danner made a motion authorizing Tim Shults to contact the appropriate agencies necessary regarding our opposition on this particular sewer project, seconded by Scott Kennedy. **Roll Call: Black – yes, Cockley – yes, Socks – yes, Danner – yes, Kennedy – yes. Motion carried.**

SOLICITOR’S REPORT

- 1) **Amended Agenda** – Since we amended the agenda this evening, the amended agenda must be posted on the door and website within 24 hours as per Act 65.

September 13, 2021

- 2) **Proposed Fence Amendment** – This was sent to the Adams County Office of Planning and Development and to the Township's Planning Commission. We are waiting for their comments before we schedule a public hearing and intent to adopt.
- 3) **Lincoln Speeding** – The Lincoln Speedway Zoning Hearing is scheduled this Thursday, which Mr. Shultis will be attending on behalf of the township.
- 4) **Cambrian Hills Development Agreement Amendment (pump station)** – Mr. Shultis and Mr. Knoebel worked on this agreement and sent the draft to Scott Feltch, but have not heard anything back yet.
- 3) **ARPA Funding** – Mr. Shultis explained that spending these funds is not so simple. If we want to do any upgrades to our sewer system, we have to make sure it's an eligible upgrade. The EPA's Clean Water Act for revolving Funds states for centralized wastewater treatment facilities an eligible type of fund would be available to upgrade, repair, replace, install or construct new, and that has a whole bunch of things: headworks, screening systems, grit chambers, clarifiers, biological treatment systems, biosolids dewatering and residual handling equipment.

Tim Knoebel stated the majority of the work on the sewer system would fall under headworks.

Pete Socks stated New Hope Ministries has moved into the industrial park. The intent behind this Covid money was to provide relief to communities. I would be inclined to make a decent size donation to New Hope Ministries rather than trying to find projects to put on a list that may or may not be eligible and we would be audited for. Berwick Township can use some of the funds to do upgrades to the sewer system. Other entities may also qualify for the donations. Tim Shultis explained ARPA specifically states that we can make distributions to 501.3.C organizations, however; they must comply with all of the subrecipient receipts of the Act. We need to ask them if they are prepared to do that. Mr. Socks will talk to New Hope to find out if they are open to a donation under these circumstances as a subrecipient of the ARPA funds. This organization provides food and basic needs, stability and workforce Development programs, rent and mortgage to prevent homelessness, utilities, transportation, medical needs and referral services.

Mr. Shultis stated by October 31, 2021 we need to submit our annual report.

Tom Danner stated we are waiting to find out what is required on the DEP permit for the sewer plant.

PUBLIC COMMENT (GENERAL) – None.

Earle Black called for an executive session at 7:44 p.m. to discuss the ARPA funds.

September 13, 2021

The Board came out of executive session at 7:57 p.m.

Barry Cockley made a motion to adjourn at 7:57 p.m., seconded by Scott Kennedy. Motion carried.

The next regularly scheduled meeting of the Berwick Township Board of Supervisors will be held on October 11, 2021, 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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