

**BERWICK TOWNSHIP  
BOARD OF SUPERVISORS  
REGULAR MEETING MINUTES FEBRUARY 14, 2022**

**CALL TO ORDER AND PLEDGE TO THE FLAG** – The Berwick Township Board of Supervisors held their regular meeting on Monday, February 14, 2022 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.

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

**AGENDA ADDITIONS**

Barry Cockley made a motion to add the following to the agenda under the Engineer's Report: Burkentine Builders - 290 Race Track Road – Driveway Waiver, 294, 300, and 312 Race Track Road – Request for temporary U&O, and 91 Bridgeview Drive – Driveway deficiency – Lack of required turn-around and storm drain pipe, seconded by Scott Kennedy. **Roll Call: Black – yes, Cockley – yes, Socks – yes, Danner – yes, Kennedy – yes. Motion carried.**

**APPROVE CONSENT AGENDA**

Tom Danner made a motion to approve the consent agenda, which consists of the minutes of January 10 and January 18, 2022, bill lists, unpaid bill lists and balance sheets dated February 11, 2022, and Police/Fire/AREMS Reports for January 2022, seconded by Earle Black. **Roll Call: Black – yes, Cockley – yes, Socks – yes, Danner – yes, Kennedy – yes. Motion carried.**

**APPEARANCE**

Molly Helmstetter, director of development for New Hope Ministries was present to accept a check for \$50,000 from the Board of Supervisors. The money was taken out of the American Rescue Plan Act Fund.

**ROADMASTER'S REPORT/EMC UPDATE – JANUARY**

- 1) Have 1 more EMC module to complete. Other trainings coming up.
- 2) Will hold off on the salt shed until after the PSAT's conference in Hershey.

**CODE ENFORCEMENT/PERMITS – JANUARY**

- 1) 8 permits and 2 violations issued in January.
- 2) Have been working on the sign documents.
- 3) Contacted the State Police for Kinneman Road parking violations. Will need an intermunicipal agreement for Jim Graham to enforce.

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Tom Danner would like to know the percentage of the sign documents completed and updated on the progress at the next meeting.

### **UNFINISHED BUSINESS**

- 1) **Conference room table** – No updates at this time.
- 2) **Berwick Township Fall Fest at Lincoln Speedway** – The Secretary was instructed to see if grants are available for this event.
- 3) **Consider rescinding motions made for Lincoln Speedway** – Tom Danner made a motion to rescind the motions for Lincoln Speedway which include: zoning issues, amusement tax and all future communications be in writing, seconded by Barry Cockley. **Roll Call: Black – yes, Cockley – yes, Socks – yes, Danner – yes, Kennedy – yes. Motion carried.**
- 4) **Rockwell Automation Assurance Agreement Renewal (Sewer)** – Ryan Swope recommended not renewing this agreement.
- 5) **Sewer Plant Storage Expansion** – Tim Knoebel will discuss under his report.
- 6) **Newsletter** – Pete Socks stated we are waiting on a couple of things to include in the newsletter.
- 7) **Shredding Event** – Barry Cockley received quotes from Shredding Solutions at \$300.00/hour with a minimum of 3 hours, and All-Shred at \$175.00/hour with a minimum of 4 hours and a 10% fuel surcharge. Scott Kennedy made a motion to accept the quote from All-Shred as long as the date can be agreed upon, seconded by Tom Danner. **Roll Call: Black – yes, Cockley – yes, Socks – yes, Danner – yes, Kennedy – yes. Motion carried.**

### **NEW BUSINESS**

- 1) **Ordinance No. 2022-01 Hearing – Zoning amendments** – Tim Shultis stated this is a zoning amendment, which fixes 2 definitions and cross section numbers, and removes the maximum height standard for residential accessory buildings. The height standard for accessory buildings on residential properties will be the underlying height standard. Copies of the proposed ordinance were sent to the Berwick Township Plan Commission and the Adams County Office of Planning and Development. We received responses and both of them recommended approval. The ordinance was sent to the Adams County Law Library on January 19, 2022, and notice of tonight's hearing and notice of the Board's intent to enact was publicized in the Gettysburg Times on January 21 and January 28, 2022.

No comments were received, and the hearing was closed.

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- 2) **Ordinance No. 2022-01 Adoption – Zoning Amendments** – Barry Cockley made a motion to adopt Ordinance No. 2022-01, seconded by Earle Black. **Roll Call: Black – yes, Cockley – yes, Socks – yes, Danner – yes, Kennedy – yes. Motion carried.**
- 3) **Ordinance No. 2022-02 Adoption – Sky Lanterns Regulations** – Notice of the proposed adoption was publicized in the Gettysburg Times on January 28, 2022 and posted on the township building. Barry Cockley made a motion to adopt Ordinance No. 2022-02, seconded by Earle Black. **Roll Call: Black – yes, Cockley – yes, Socks – yes, Danner – yes, Kennedy – yes. Motion carried.**
- 4) **Apparel with township logo and signs for building** – Pete Socks has had discussions with DGI Creative regarding signs on the building, in the meeting room and on our vehicles. Total price is \$2,740.00 and they will install them. Tom Danner made a motion to approve the quote from DGI Creative. DGI will come out and look at our other pieces of equipment to determine how many logos we need, seconded by Pete Socks. **Roll Call: Black – yes, Cockley – yes, Socks – yes, Danner – yes, Kennedy – yes. Motion carried.**

The apparel quotes include a minimum order of 12 per item, but you can mix and match color and sizes.

Pete Socks made a motion to authorize advertisement and schedule a workshop on Tuesday, February 22, 2022 at 8:30 a.m. to discuss township apparel, final newsletter draft, exterior building painting and anything else which may come before the Board, seconded by Earle Black. **Roll Call: Black – yes, Cockley – yes, Socks – yes, Danner – yes, Kennedy – yes. Motion carried.**

- 5) **Exterior building painting** – Will be discussed at the workshop.
- 6) **Pension Plan GASB Compliance Reports** – Barry Cockley made a motion to decline to request the GASB compliance reports since Smith Elliott Kearns does not require it, seconded by Scott Kennedy. **Roll Call: Black – yes, Cockley – yes, Socks – yes, Danner – yes, Kennedy – yes. Motion carried.**
- 7) **United Hook & Ladder – ARPA Funds & Loan** – Pete Socks explained the fire company is getting 2 ambulances newly built from the chassis up and a ladder truck. They're looking to get a loan between \$650,000 - \$700,000. If we do this like last time, we will hold the title until it is paid off. We can use the balance of the ARPA Funds towards these 3 pieces of equipment, which will reduce the amount of the loan they will need. Next week UH&L will be bringing up at the municipal meeting about other township's putting ARPA Funds towards these 3 vehicles. Pete Socks made a motion to send the remainder of the ARPA Funds to UH&L, seconded by Barry Cockley. **Roll Call: Black – yes, Cockley – yes, Socks – yes, Danner – yes, Kennedy – yes. Motion carried.**

Kevin Moul will be attending our next meeting to let us know how much of a loan they need.

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- 8) **Township Building Outside Lights** – Earle Black stated the outside lights stay on most of the day due to the location of the sensor. Bill Scott will extend it out further where it is currently located.

**ENGINEER’S REPORT/PLANS**

- 1) **Stanley Drive, Kelly Road, Little Avenue Update** – Tim Knoebel presented the following project schedule:

<b><u>Milestone</u></b>	<b><u>Completion Date</u></b>
Authorize Bidding	3/14/22
Advertise for Bids	3/16/22 & 3/23/22
Pre-bid Meeting	3/30/22
Open Bids	4/11/22
(Review Bids)	
Award Bid	4/11/22
Issue Notice to Proceed	5/9/22 (Est)
Substantial Completion	10/10/22

KPI Technology will prepare bids and the Board could authorize advertisement in March.

- 2) **Burkentine Builders**

- a. **290 Race Track Road – Driveway Waiver** – Scott Gunnet from Hanover Land Services was present to explain what the options were and what they are proposing. Tim Knoebel stated moving forward you will need to keep the slopes where they are needed. The property owner will need to be notified and be made aware of the problem, and come to the Board to request the driveway waiver. Pete Socks made a motion to approve renewing their temporary U&O, seconded by Scott Kennedy. **Roll Call: Black – yes, Cockley – yes, Socks – yes, Danner – yes, Kennedy – yes. Motion carried.**
- b. **294, 300, and 312 Race Track Road – Request for Temporary U&O’s** – Security will need to be calculated and posted for these properties. Pete Socks made a motion to approve temporary U&O’s and bonding as required by the township engineer, seconded by Earle Black. **Roll Call: Black – yes, Cockley – yes, Socks – yes, Danner – yes, Kennedy – yes. Motion carried.**

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Pete Socks made a motion to approve a waiver to the driveway slope of 8.5% at 312 Race Track Road, seconded by Barry Cockley. **Roll Call: Black – yes, Cockley – yes, Socks – yes, Danner – yes, Kennedy – yes. Motion carried.**

- c. **91 Bridgeview Drive – Driveway Deficiency** – Mr. Gunnet stated the property has a lack of required turn-around and storm drain pipe. The owner does have the ability to turn around in his driveway now. The adjacent property is causing a water problem. We are going to move the fence 3 feet from the property line and cut and remove the pipe. Will see what needs to be done to fix the problem, and will keep the township in the loop.
- 3) **Sewer Plant Storage Expansion** – Tim Knoebel stated we received information back from Envirep and I know their looking at that and the hydraulic part of it. The next step is to confirm the size before plans are drawn up for the building.

#### **SOLICITOR'S REPORT**

- 1) **SKL Real Estate Developer Agreement (Gene Latta)** – Barry Cockley made a motion to approve the SKL Real Estate Developer Agreement, seconded by Earle Black. **Roll Call: Black – yes, Cockley – yes, Socks – yes, Danner – yes, Kennedy – yes. Motion carried.**
- 2) **AJMC Group Developer Agreement (Cistone)** – Scott Kennedy made a motion to approve the AJMC Group Developer Agreement, seconded by Pete Socks. **Roll Call: Black – yes, Cockley – yes, Socks – yes, Danner – yes, Kennedy – yes. Motion carried.**

Tom Danner attended the Abbottstown Borough meeting and reviewed the Sutton Road development. There has been a change to connect the road, without a cul-de-sac. During that meeting we discussed having a workshop with Berwick and Abbottstown to discuss intermunicipal issues.

**PUBLIC COMMENT (GENERAL)** – None.

Barry Cockley made a motion to adjourn at 7:35 p.m., seconded by Scott Kennedy. Motion carried.

The next regularly scheduled meeting of the Berwick Township Board of Supervisors will be held on March 14, 2022, 6:00 p.m. in the Municipal Building, 85 Municipal Road, Hanover, PA 17331.

Respectfully submitted,

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