

**BERWICK TOWNSHIP
BOARD OF SUPERVISORS
REGULAR MEETING MINUTES MARCH 13, 2023**

CALL TO ORDER AND PLEDGE TO THE FLAG – The Berwick Township Board of Supervisors held their regular meeting on Monday, March 13, 2023 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.

APPROVE CONSENT AGENDA

Barry Cockley made a motion to approve the consent agenda, which consists of the minutes of February 13 & 28, and March 7, 2023, bill lists, unpaid bill lists and balance sheets dated March 10, 2023, and Police/Fire/AREMS Reports for February 2023, seconded by Earle Black. **Roll Call: Black – yes, Cockley – yes, Socks – yes, Danner – yes, Kennedy – yes. Motion carried.**

APPEARANCE

- 1) **Trina Fisher – Neighborhood Connections Request** – Ms. Fisher stated they will be reaching out to new homeowners who will receive a house warming gift from local businesses. These local businesses will partner with Neighborhood Connections. It could be gift certificates or a discount. This will help the local businesses with continued growth. In the packets that will be delivered may include a township newsletter, magazine, water, pens, etc. Door hangers will be used so they can reach out to receive their gift. It was noted, a permit will not be needed from Berwick Township to do this.

ROADMASTER’S REPORT/EMC UPDATE - FEBRUARY

- 1) Doing miscellaneous repairs/house cleaning right now.
- 2) Received quotes for a backhoe. Our current backhoe is a 2013 with 1,000 hours, but it is starting to show signs of rust. Waiting to hear back from Messick’s on a different tilt bucket, and waiting to hear back from Groff. The Board will discuss at their next meeting.
- 3) Would like to go to a PA One Call training in York on April 5th. Tom Danner made a motion to authorize the road crew to attend the training, seconded by Scott Kennedy. **Roll Call: Black – yes, Cockley – yes, Socks – yes, Danner – yes, Kennedy – yes. Motion carried.**
- 4) There is an EMC course I need to take at the 911 Center on March 20, 2023.
- 5) **Oak Hill Project** – Tim Knoebel stated we didn’t get any other information from Penn Township, but we do have prices put together for the Berwick’s portion of the work, which is \$11,007.20. Tom Danner made a motion to proceed with this project, not to exceed \$12,200.00, seconded by Barry

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

CODE ENFORCEMENT/PERMITS – FEBRUARY

- 1) 6 permits, 2 violations
- 2) No start date yet for Moonlight Drive.
- 3) I sent the Conewago Valley School District our actual development numbers. Pete Socks stated there is a meeting on March 20th with the Superintendent and other municipalities to go over their development numbers.
- 4) **Waiver request for septic pumping – 214 Maple Grove Road** – Tom Danner made a motion to delay the septic pumping for 6 months from the date they were supposed to pump, after that they will need to pump the system, seconded by Scott Kennedy. **Roll Call: Black – yes, Cockley – yes, Socks – yes, Danner – yes, Kennedy – yes. Motion carried.**

UNFINISHED BUSINESS

- 1) **Provisional U&O's** – At the last meeting, Tim Shultis handed out an amendment to the stormwater management ordinance, that included the proposed elevation requirement, the plan, and provided for a Conditional Completion Certificate so we can manage those requests when they come in. Tom Danner made a motion to proceed with amending the stormwater management ordinance, seconded by Barry Cockley. **Roll Call: Black – yes, Cockley – yes, Socks – yes, Danner – yes, Kennedy – yes. Motion carried.**
- 2) **Road Crew office discussion** – The sub-panel was put in today. Received quotes for the materials needed from Home Depot at \$7,000 and Lowe's at \$6,137. Earle Black made a motion to purchase the materials at Lowe's, seconded by Tom Danner. **Roll Call: Black – yes, Cockley – yes, Socks – yes, Danner – yes, Kennedy – yes. Motion carried.**
- 3) **Salt Shed Update** – KPI Technology will need to prepare the plans. The Board will review plans received from Germany Township. Will discuss at next meeting.

NEW BUSINESS

- 1) **Energy distribution quotes** – Tom Danner made a motion to accept the quote from Progressive (Engie) at the rate of \$0.07849 for 24 months, seconded by Barry Cockley. **Roll Call: Black – yes, Cockley – yes, Socks – yes, Danner – yes, Kennedy – yes. Motion carried.**

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- 2) **Members 1st meeting** – A Credit Union can be used, but they cannot give us the rates that People’s Bank is currently giving us. Will check back with them when searching for rates.
- 3) **Fall Fest Discussion** – The date was set for October 21, 2023 for the Fall Fest. Jean Hawbaker will contact Renta Fiesta to lock in the date. Other items discussed, more food vendors, hayrides, trunk or treat, Froggy, contacting fire company and state police. Will target a workshop in May.
- 4) **Lincoln Speedway Zoning Hearing 3/16/23 – Consider Solicitor attendance** – Tom Danner made a motion to authorize Tim Shultis to attend the Zoning Hearing on March 16, 2023 to represent the township, seconded by Pete Socks. **Roll Call: Black – yes, Cockley – yes, Socks – yes, Danner – yes, Kennedy – yes. Motion carried.**
- 5) **Road aprons at 121 & 41 Stanley Drive** – We received a letter from John Rudisill stating he will take care of the aprons at 121 & 141 Stanley Drive after H&H fixes it. The Board is not sure what he means by H&H fixing it. Tom Danner made a motion to authorize the Solicitor to reach out to Mr. Rudisill to find out exactly what he is proposing, seconded by Earle Black. **Roll Call: Black – yes, Cockley – yes, Socks – yes, Danner – yes, Kennedy – yes. Motion carried.**
- 6) **135 Lobell Road runoff** – During an emergency call, the Roadmaster cut a swale in so the water didn’t go into the owners house. Tim Knoebel stated we went over this issue with the builder, and the developer will want to pave this so they can dedicate it to the township. We need to make provisions to get it to function properly. Will need to meet with the developer on site to come up with a solution. Tom Danner will contact Todd Grim in this regard.
- 7) **Authorize advertisement for Screening, Buffering, Accessory Use and Amendment to SALDO** – Barry Cockley made a motion to send the amendments to the Adams County Office of Planning & Development and the Township’s Planning Commission to review and comment, and authorized advertisement, seconded by Pete Socks. **Roll Call: Black – yes, Cockley – yes, Socks – yes, Danner – yes, Kennedy – yes. Motion carried.**
- 8) **International Property Maintenance Code** – Tom Danner made a motion to purchase the International Property Maintenance Codes as needed on Amazon for \$50.00 each, seconded by Scott Kennedy. **Roll Call: Black – yes, Cockley – yes, Socks – yes, Danner – yes, Kennedy – yes. Motion carried.**
- 9) **Andrew Myers Short Term Medical Insurance** – Will discuss in executive session.
- 10) **Generator preventative maintenance agreements** – Tom Danner made a motion to accept the agreement with Winter Engine-Generator Service, seconded by Barry Cockley. **Roll Call: Black – yes, Cockley – yes, Socks – yes, Danner – yes, Kennedy – yes. Motion carried.**

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ENGINEER'S REPORT/PLANS

- 1) Sewer Plant Updates – We have this about ready to get sent to DEP, so we need to go over the drawings with Ryan Swope and Tom Danner.
- 2) Kinneman Road South – Release of security – Tom Danner made a motion to release security in the amount of \$10,686.29. Retainage in the amount of \$5,000.00 will continue to be withheld until New Enterprise Stone & Lime completes the remaining restoration work on Kinneman Road South, seconded by Scott Kennedy. **Roll Call: Black – yes, Cockley – yes, Socks – yes, Danner – yes, Kennedy – yes. Motion carried.**
- 3) Kinneman Road North – I have a draft notice to send to the contractor.
- 4) Stanley Avenue Project – There is some repair work that the contractor needs to complete.
- 5) Griffith Plumbing Services – Prel./Final Land Development Plan – (6431 York Road) – Must act by 4/8/23 – Request for a time extension until 7/10/23 – Barry Cockley made a motion to grant Griffith Plumbing Services an extension until 7/10/23, seconded by Pete Socks. **Roll Call: Black – yes, Cockley – yes, Socks – yes, Danner – yes, Kennedy – yes. Motion carried.**
- 6) Apple Automotive, Inc. – Prel./Final Subdivision Plan – (Rt. 94/Green Springs Road) – Must act by 3/13/23 – Request for a time extension until 6/30/23 – Barry Cockley made a motion to grant Apple Automotive, Inc. an extension until 6/30/23, seconded by Earle Black. **Roll Call: Black – yes, Cockley – yes, Socks – yes, Danner – yes, Kennedy – yes. Motion carried.**
- 7) Cambrian Hills Phase 2 – Final Land Development Plan – Must act by 4/11/23 – Cambrian Hills is currently coordinating their plans with Hanover Holdings.
- 8) Hanover Holdings Discussion – We received information from the traffic engineer. Harry McKean stated they met with Vulcan last week to review the pipe design. Pat McGrath will be forwarding us pictures so we can model what they have in their piping system.

SOLICITOR'S REPORT

- 1) Mr. Shultis prepared and distributed to the Board, a Sewer EDU Transfer and Assignment Agreement between Daniel P. Griffith and Lindsay J. Griffith, Hanover Retail Holdings, LLC, CGM Holdings, LLC and Berwick Township. This is for the old Keystone Diner property.

PUBLIC COMMENT (GENERAL)

- 1) Candi Becker – 762 Hershey Heights Road – Wanted a copy of the proposed amendments that will be reviewed by the Planning Commissions. The Secretary will post the amendments on the website.

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EXECUTIVE SESSION

The Board went into executive session at 7:20 p.m. to discuss personnel.

The Board came out of executive session at 7:35 p.m.

Barry Cockley made a motion to have Cyber-comm setup a remote connection on the Code Enforcement Officer computer, seconded by Scott Kennedy. **Roll Call: Black – yes, Cockley – yes, Socks – yes, Danner – yes, Kennedy – yes. Motion carried.**

Scott Kennedy made a motion to reimburse Andrew Myers a maximum of \$1,056 for a 93-day medical insurance coverage, seconded by Earle Black. **Roll Call: Black – yes, Cockley – yes, Socks – yes, Danner – yes, Kennedy – yes. Motion carried.**

Barry Cockley made a motion to hire Steve Mundorff for the part time road crew position, 20 hours per week maximum at \$20.00 per hour, seconded by Pete Socks. **Roll Call: Black – yes, Cockley – yes, Socks – yes, Danner – yes, Kennedy – yes. Motion carried.**

Barry Cockley made a motion to adjourn at 7:37 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 10, 2023, 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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