

**BERWICK TOWNSHIP
BOARD OF SUPERVISORS
REGULAR MEETING MINUTES APRIL 10, 2023**

CALL TO ORDER AND PLEDGE TO THE FLAG – The Berwick Township Board of Supervisors held their regular meeting on Monday, April 10, 2023 at 6:00 p.m. in the Municipal Building, 85 Municipal Road, Hanover. Present were Supervisors Pete Socks, Tom Danner, Earle Black, Scott Kennedy, Solicitor Tim Shultis, Engineer Tim Knoebel, Roadmaster Bill Scott, Secretary Jean Hawbaker. Barry Cockley was not in attendance.

PUBLIC COMMENT (AGENDA ITEMS) – None.

APPROVE CONSENT AGENDA

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

APPEARANCE

1) **Kevin Moul – Adams Regional Emergency Municipal Services**

Mr. Moul could not attend this meeting. Pete Socks explained they quoted 2 ambulance boxes they have coming in June or July. They paid for the 2 chassis, and they will have another \$100,000 to put down on this when they come in. So, they will need \$200,000 they would like to borrow from Berwick Township this summer for a five-year note, at 3% interest.

Pete Socks made a motion to authorize Tim Shultis to prepare the agreement for the next meeting, seconded by Tom Danner. **Roll Call: Black – yes, Socks – yes, Danner – yes, Kennedy – yes. Motion carried.**

ROADMASTER'S REPORT/EMC UPDATE - MARCH

- 1) Doing repairs on leaf collector
- 2) Performing minor maintenance on the trucks
- 3) Have been working on new shop office, which is 90% completed
- 4) Oak Hill has been completed
- 5) Cable Company pointing fingers on damaged curb in Villa Vista. Will stay on top of it
- 6) Will itemize a list for the upgrade of backhoe
- 7) Waiting to receive information on the Safety Days sessions

April 10, 2023

CODE ENFORCEMENT/PERMITS – MARCH – No report.

UNFINISHED BUSINESS

- 1) **Salt Shed Update** – Tom Danner made a motion to authorize KPI Technology to start the process of preparing plans, seconded by Scott Kennedy. **Roll Call: Black – yes, Socks – yes, Danner – yes, Kennedy – yes. Motion carried.**
- 2) **Fall Fest Discussion** – The Secretary was instructed to contact the businesses for donations. Pete Socks made a motion to authorize advertisement for a workshop on Tuesday, May 16th at 8:30 a.m. to discuss the Fall Fest, seconded by Scott Kennedy. **Roll Call: Black – yes, Socks – yes, Danner – yes, Kennedy – yes. Motion carried.**
- 3) **Road aprons at 121 & 41 Stanley Drive** – John Rudisill was present to discuss the apron issues. H&H Contractors will be coming back to do repairs from Mr. Rudisill’s mailbox to Route 30. No work is proposed on the other side of the mailbox. Mr. Rudisill will redo the aprons for 121 and 41 Stanley Drive and is willing to maintain the aprons. Tom Danner made a motion to authorize Tim Knoebel to meet with Mr. Rudisill to discuss this further, seconded by Earle Black. **Roll Call: Black – yes, Socks – yes, Danner – yes, Kennedy – yes. Motion carried.**
- 4) **135 Lobell Road runoff** – Tim Knoebel met their engineer and gave them a couple of options. They will get back to us on the best option.

NEW BUSINESS

- 1) **Merchant services – Traditions Bank** – We received pricing from Traditions Bank to have the capability of receiving payments online so customer’s can make sewer payments. The convenience fee under \$60.00 would be \$1.75; and over \$60.00 would be 3.50%, and ACH any amount would be \$1.75. There is a one-time set-up fee of \$199.00, and this would be only be for the sewer fund checking account for now. The Secretary will check to find out how much the monthly service fee is if we do not process a minimum of \$1,500.
- 2) **Code Enforcement position discussion** – Will discuss in executive session.
- 3) **2023 Newsletter discussion** – Everyone is to give Pete Socks information to include in the newsletter.

ENGINEER’S REPORT/PLANS

- 1) **Sewer Plant Updates** – We are waiting to hear back on the H2O grant, which should be by the end of July. Will go over the drawings with Ryan Swope and Tom Danner.
- 2) **Kinneman Road South – Release of security** – Tim Knoebel stated the remaining restoration work has been completed and recommended the retainage be released. Tom Danner made a motion to

April 10, 2023

release \$5,000 to New Enterprise Stone & Lime, seconded by Scott Kennedy. **Roll Call: Black – yes, Socks – yes, Danner – yes, Kennedy – yes. Motion carried.**

- 3) Kinneman Road North – Reports and correspondence will be given to the contractor.
- 4) Stanley Avenue Project – Will follow-up with contractor.
- 5) Cambrian Hills Phase 2 – Prel./Final Land Development Plan – (Green Springs/Route 94) – **Must act by 4/11/23**

Tom Danner made a motion to grant Cambrian Hills Phase 2 a waiver to Section 304/306 to provide a plan scale of 1"=50' or larger. (1" = 60' is proposed), seconded by Pete Socks. **Roll Call: Black – yes, Socks – yes, Danner – yes, Kennedy – yes. Motion carried.**

Tom Danner made a motion to grant Cambrian Hills Phase 2 a waiver to Section 310.7B.5 to have a basin bottom slope of less than 2% subject to providing underdrains, seconded by Scott Kennedy. **Roll Call: Black – yes, Socks – yes, Danner – yes, Kennedy – yes. Motion carried.**

Tom Danner made a motion to approve the Prel./Final Land Development Plan for Cambrian Hills Phase 2 subject to addressing all comments in KPI Technology's letter dated April 10, 2023, and Adams County Planning letter dated February 28, 2022, seconded by Earle Black. **Roll Call: Black – yes, Socks – yes, Danner – yes, Kennedy – yes. Motion carried.**

- 6) Hanover Retail Holdings/Apple – Drainage

Harry McKean stated Vulcan is on board with the safety mechanism at the end of the pipe, which will be a sluice gate and a storage building, which contains multiple absorbent rolls & pads that can be quickly accessed and utilized to contain spills. The Board was receptive with the Preparedness, Prevention and Contingency (PPC) Plan.

Letters will be needed from the township regarding a detour needed to install the large pipe along Green Springs Road, and concurrence that sidewalks are not needed along Route 94.

- 7) Sutton Run Estates – Prel. Subdivision Plan/Planning Module – (Sutton Road) – **Must act by 4/10/23 – Request for an extension until 10/7/23**

Tom Danner made a motion to adopt Resolution No. 23-06 – Sutton Run Estates Planning Module, seconded by Pete Socks. **Roll Call: Black – yes, Socks – yes, Danner – yes, Kennedy – yes. Motion carried.**

Pete Socks made a motion to grant Sutton Run Estates an extension until 10/7/23, seconded by Tom Danner. **Roll Call: Black – yes, Socks – yes, Danner – yes, Kennedy – yes. Motion carried.**

- 8) Ruhlman Concrete – Final Subdivision Plan/Planning Exemption – (Carlisle Pike) – **Must act by 5/29/23**

April 10, 2023

Pete Socks made a motion to table the Final Subdivision Plan/Planning Exemption until the next meeting, seconded by Tom Danner. **Roll Call: Black – yes, Socks – yes, Danner – yes, Kennedy – yes. Motion carried.**

SOLICITOR'S REPORT

- 1) **6431 York Road – Approve Sewer EDU Transfer and Assignment Agreement** – Tom Danner made a motion to approve the Sewer EDU Transfer and Assignment Agreement for 6431 York Road and authorized the Chairman to sign it, seconded by Earle Black. **Roll Call: Black – yes, Socks – yes, Danner – yes, Kennedy – yes. Motion carried.**
- 2) **Stormwater Management Ordinance Amendment** – Pete Socks made a motion to authorize the Solicitor to advertise the hearing and intent to adopt, seconded by Earle Black. **Roll Call: Black – yes, Socks – yes, Danner – yes, Kennedy – yes. Motion carried.**
- 3) **Zoning Ordinance/SALDO Amendments – Date for public hearing (May or June)** – Tim Shultis will not be available in May, so the amendment will be scheduled in June.
- 4) **Tree Project update** – If the remainder of the trees to be cut down are under the bidding requirement, they can be taken down.
- 5) **Sel-Wil (Lincoln Speedway) Zoning case to discuss the proposed conditions for approval** – Will be discussed in executive session.

PUBLIC COMMENT (GENERAL)

- 1) **Candi Becker – 762 Hershey Heights Road** – Wanted an update on the Conewago Valley School District plan and housing projections, and had questions on the proposed ordinance amendments.
- 2) **George Thomas – 72 Bridgeview Drive** – Issues with ditch dug in his front yard for neighbor's stormwater drain. Not sure if it was inspected before they backfilled. The drain box feeding into the storm drain, the seller's disclosure is also supposed to contain the rain garden and maintenance of the pipe. Tim Knoebel stated there are agreements in place for these lots that cover these issues.

EXECUTIVE SESSION

The Board went into executive session at 7:58 p.m. to discuss personnel, and to review and discuss agency business which, if conducted in public, would violate a lawful privilege or lead to the disclosure of information or confidentiality protected by law.

The Board came out of executive session at 8:42 p.m.

Pete Socks made a motion to offer the Zoning/Code Enforcement Officer position to Zach Cornbower with a starting rate of \$23.00/hr. with a 90-day probation. Upon successfully completing this probation, he will

April 10, 2023

receive \$1.00/hr. increase, then at 6-month, another \$1.00/hr. increase, seconded by Scott Kennedy. **Roll Call: Black – yes, Socks – yes, Danner – yes, Kennedy – yes. Motion carried.**

Scott Kennedy made a motion to adjourn at 8:43 p.m., seconded by Earle Black. Motion carried.

The next regularly scheduled meeting of the Berwick Township Board of Supervisors will be held on May 8, 2023, 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**