

**BERWICK TOWNSHIP
BOARD OF SUPERVISORS
ANNUAL REORGANIZATION MEETING
JANUARY 2, 2024**

CALL TO ORDER & PLEDGE TO THE FLAG – The January 2, 2024 Berwick Township Board of Supervisors Annual Reorganizational Meeting was held in the Township Building, 85 Municipal Road, Hanover. The meeting was called to order at 8:30 a.m. Present were Supervisors Pete Socks, Tom Danner, Earle Black, Scott Kennedy, Bill Green, Secretary Jean Hawbaker.

PUBLIC COMMENT – None.

TEMPORARY CHAIRMAN – Tom Danner made a motion to nominate Pete Socks as Temporary Chairman, seconded by Scott Kennedy. **Roll Call: Black – yes, Green - yes, Socks – yes, Danner – yes, Kennedy – yes. Motion carried.**

CHAIRMAN NOMINATION – Tom Danner made a motion to nominate Pete Socks as Chairman, seconded by Earle Black. **Roll Call: Black – yes, Green – yes, Socks – yes, Danner – yes, Kennedy – yes. Motion carried.**

VICE-CHAIRMAN NOMINATION – Scott Kennedy made a motion to nominate Tom Danner as Vice-Chairman, seconded by Earle Black. **Roll Call: Black – yes, Green – yes, Socks – yes, Danner – yes, Kennedy – yes. Motion carried.**

2024 APPOINTMENTS

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|---|---|
| SECRETARY/TREASURER/PERMITS | Jean A. Hawbaker |
| RIGHT-TO-KNOW OFFICER | Pete Socks, Jr. |
| OFFICE MANAGER | Pete Socks, Jr. |
| TREASURER'S BOND | 1,500,000.00 |
| ROAD MASTER/CODE ENFORCEMENT OFFICER | Bill Scott |
| FLOOD PLAIN ADMINISTRATOR | Bill Scott |
| FLOOD PLAIN ADMINISTRATOR BACKUP | Chairman of the Board of Supervisors |
| UCC INSPECTION AGENCY | PA Municipal Code Alliance |
| SEWER PLANT OPERATOR | Ryan Swope (Swope Waste Water Management) |
| ENGINEER | Tim Knoebel (KPI Technology, Inc.) |
| SEWAGE ENFORCEMENT OFFICER/ALTERNATE | Gil Picarelli/Alt. Dominic Picarelli & Leah Heine |
| TOWNSHIP SOLICITOR | Timothy J. Shultis (Salzmann Hughes, P.C.) |
| EMERGENCY MANAGEMENT AGENT | Bill Scott |
| ROAD CREW SUPERVISOR LIASONS | Pete Socks/Earle Black |
| DEPOSITORIES | People's Bank & Traditions Bank |
| TAX COLLECTOR (HEAD TAX) | Shelby Jenkins |
| VACANCY BOARD CHAIRMAN | Robert Reese, Jr. |
| ACCOUNTING/AUDITING FIRM | Smith, Elliott, Kearns & Co. |
| YORK ADAMS TAX BUREAU REPRESENTATIVE | Bill Green |
| PENSION PLAN CHIEF ADMINISTRATIVE OFFICER | Jean A. Hawbaker |
| COG REPRESENTATIVE | Tom Danner |
| YORK ADAMS TAX BUREAU COLLECTION AGENCY | Wage Tax Collector |
| FIRE/RESCUE SERVICES | United Hook & Ladder Co. #33 |
| EMS | Adams Regional Emergency Medical Services |

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POLICE

State Police

Scott Kennedy made a motion to approve the 2024 Appointments, seconded by Earle Black. **Roll Call: Black – yes, Green – yes, Socks – yes, Danner – yes, Kennedy – yes. Motion carried.**

Tax Millage Rate (Resolution #24-01) – Real Estate (.15 mills), Fire – (.25 mills) – Tom Danner made a motion to adopt Resolution #24-01, seconded by Earle Black. **Roll Call: Black – yes, Green – yes, Socks – yes, Danner – yes. Motion carried.**

Business Office Hours for the Public – Scott Kennedy made a motion to approve the Business Office Hours - Monday – Thursday, 9:00 a.m. to 4:00 p.m., and Friday, 9:00 a.m. to 12:00 p.m., seconded by Bill Green. **Roll Call: Black – yes, Green – yes, Socks – yes, Danner – yes, Kennedy – yes. Motion carried.**

2024 Mileage Rate – 67 cents – Earle Black made a motion to approve the mileage rate, seconded by Scott Kennedy. **Roll Call: Black – yes, Green – yes, Socks – yes, Danner – yes, Kennedy – yes. Motion carried.**

2024 Fee Schedules for Solicitor, Engineer, SEO, Zoning/Code Enforcement/UCC (Resolution #24-02) – Earle Black made a motion to accept the 2024 fee schedules, seconded by Tom Danner. **Roll Call: Black – yes, Green – yes, Socks – yes, Danner – yes, Kennedy – yes. Motion carried.**

Voting Delegate to State Convention – Pete Socks made a motion to appoint Scott Kennedy as the voting delegate at the State Convention, seconded by Bill Green. **Roll Call: Black – yes, Green – yes, Socks – yes, Danner – yes, Kennedy – yes. Motion carried.**

Zoning Hearing Board (Resolution #24-03) – Tom Danner made a motion to adopt Resolution #24-03 reappointing Sandy Long to the Zoning Hearing Board (term ends 12/31/26), seconded by Scott Kennedy. **Roll Call: Black – yes, Green – yes, Socks – yes, Danner – yes, Kennedy – yes. Motion carried.**

Planning Commission – Scott Kennedy made a motion to reappoint Tom Danner to the Planning Commission (term ends 12/31/27), seconded by Bill Green. **Roll Call: Black – yes, Green – yes, Socks – yes, Danner – yes, Kennedy – yes. Motion carried.**

Planning Commission – Tom Danner made a motion to reappoint Paul Berg to the Planning Commission (term ends 12/31/27), seconded by Pete Socks. **Roll Call: Black – yes, Green – yes, Socks – yes, Danner – yes, Kennedy – yes. Motion carried.**

Township Auditor – Tom Danner made a motion to appoint Emanuel Apostolakis as a Township Auditor due to a vacancy on the Board, seconded by Scott Kennedy. **Roll Call: Black – yes, Green – yes, Socks – yes, Danner – yes, Kennedy – yes. Motion carried.**

Emergency Succession (Resolution #24-04) – Tom Danner made a motion to adopt Resolution #24-04, seconded by Scott Earle Black. **Roll Call: Black – yes, Green – yes, Socks – yes, Danner – yes, Kennedy – yes. Motion carried.**

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2023 SCHEDULE OF MEETING DATES HELD AT 85 MUNICIPAL ROAD, HANOVER

SUPERVISORS – 2nd MONDAY OF MONTH AT 6:00 P.M.

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|-------------|-----------------------|
| JANUARY 8 | JULY 8 |
| FEBRUARY 12 | AUGUST 12 |
| MARCH 11 | SEPTEMBER 9 |
| APRIL 8 | OCTOBER 14 |
| MAY 13 | NOVEMBER 12 (Tuesday) |
| JUNE 10 | DECEMBER 9 |

PLANNING COMMISSION – 1st WEDNESDAY OF MONTH AT 6:00 P.M.

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|------------|-------------|
| JANUARY 3 | JULY 3 |
| FEBRUARY 7 | AUGUST 7 |
| MARCH 6 | SEPTEMBER 4 |
| APRIL 3 | OCTOBER 2 |
| MAY 1 | NOVEMBER 6 |
| JUNE 5 | DECEMBER 4 |

ZONING HEARING BOARD – 3rd THURSDAY OF MONTH AT 9:00 A.M.
(AS NEEDED)

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|-------------|--------------|
| JANUARY 18 | JULY 18 |
| FEBRUARY 15 | AUGUST 15 |
| MARCH 21 | SEPTEMBER 19 |
| APRIL 18 | OCTOBER 17 |
| MAY 16 | NOVEMBER 21 |
| JUNE 20 | DECEMBER 19 |

Scott Kennedy made a motion to approve the 2024 schedule of meeting dates, seconded by Bill Green. Roll Call: Black – yes, Green – yes, Socks – yes, Danner – yes, Kennedy – yes. Motion carried.

2024 HOLIDAYS OBSERVED

NEW YEAR'S DAY – JANUARY 1
GOOD FRIDAY – MARCH 29
PRIMARY ELECTION DAY – APRIL 23
MEMORIAL DAY – MAY 27
INDEPENDENCE DAY – JULY 4
LABOR DAY – SEPTEMBER 2
GENERAL ELECTION DAY – NOVEMBER 5
VETERANS DAY – NOVEMBER 11
THANKSGIVING DAY – NOVEMBER 28
CHRISTMAS DAY – DECEMBER 25

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Earle Black made a motion approve the 2024 Holidays, seconded by Tom Danner. **Roll Call: Black – yes, Green – yes, Socks – yes, Danner – yes, Kennedy – yes. Motion carried.**

NEW BUSINESS:

- 1) **Authorize Advertising 2024 Meeting Dates** – Pete Socks made a motion to authorize advertising the 2024 meeting dates, seconded by Scott Kennedy. **Roll Call: Black – yes, Green – yes, Socks – yes, Danner – yes, Kennedy – yes. Motion carried.**
- 2) **Zoning Hearing Board Year-End Report** – Tom Danner made a motion to accept the Zoning Hearing Board year-end report for 2023, seconded by Bill Green. **Roll Call: Black – yes, Green – yes, Socks – yes, Danner – yes, Kennedy – yes. Motion carried.**
- 3) **Planning Commission Year-End Report** – Scott Kennedy made a motion to accept the Planning Commission year-end report for 2023, seconded by Earle Black. **Roll Call: Black – yes, Green – yes, Socks – yes, Danner – yes, Kennedy – yes. Motion carried.**
- 4) **LABS Proposal for Analytical Services for 2024** – Tom Danner made a motion to accept LABS Proposal for Analytical Services for 2024, seconded by Scott Kennedy. **Roll Call: Black – yes, Green – yes, Socks – yes, Danner – yes, Kennedy – yes. Motion carried.**
- 5) **General Fund CD – Maturity 12-23-23 – Change in interest rates** – Pete Socks made a motion to rescind a previous motion to put this CD in RBC Wealth Management, seconded by Earle Black. **Roll Call: Black – yes, Green – yes, Socks – yes, Danner – yes, Kennedy – yes. Motion carried.**

Pete Socks made a motion to put this General Fund CD in People’s Bank for 10 months at a rate of 5.5%, seconded by Earle Black. **Roll Call: Black – yes, Green – yes, Socks – yes, Danner – yes, Kennedy – yes. Motion carried.**

Scott Kennedy made a motion to adjourn at 8:58 a.m., seconded by Bill Green. Motion carried.

Respectfully submitted,

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