

**BERWICK TOWNSHIP
BOARD OF SUPERVISORS
REGULAR MEETING MINUTES DECEMBER 11, 2023**

CALL TO ORDER AND PLEDGE TO THE FLAG – The Berwick Township Board of Supervisors held their regular meeting on Monday, December 11, 2023 at 6:00 p.m. in the Municipal Building, 85 Municipal Road, Hanover. Present were Supervisors Pete Socks, Tom Danner, Earle Black, Barry Cockley, Scott Kennedy, Solicitor Tim Shultis, Engineer Tim Knoebel, Zoning/Roadmaster Bill Scott, Secretary Jean Hawbaker.

APPROVE CONSENT AGENDA

Barry Cockley made a motion to approve the consent agenda, which consists of the minutes of November 13 & 22, 2023, bill lists, unpaid bill lists and balance sheets dated December 8, 2023, and Police/Fire/AREMS Reports for November 2023, seconded by Earle Black. **Roll Call: Black – yes, Cockley – yes, Socks – yes, Danner – yes, Kennedy – yes. Motion carried.**

ROADMASTER’S REPORT/EMC UPDATE – November

- 1) Have been doing road maintenance
- 2) Finishing up leaf pickup this week
- 3) The backhoe was returned, but still need the knuckle
- 4) EMC meeting on December 18th at the 911 Center

ZONING/CODE ENFORCEMENT - November

- 1) Settling into new position
- 2) There are 11 trees left to be removed

PERMITS – November

10 permits

NEW BUSINESS

- 1) **2024 Budget Adoption**

Barry Cockley made a motion to adopt the 2024 Budget, which includes no increase in millage, seconded by Tom Danner. **Roll Call: Black – yes, Cockley – yes, Socks – yes, Danner – yes, Kennedy – yes. Motion carried.**

- 2) **Set Re-organizational meeting and authorize advertisement for Board of Supervisors January 2, 2024, Township Auditors January 3, 2024, and Planning Commission January 3, 2024.**

Tom Danner made a motion to schedule the Re-organization for the Board of Supervisors on January 2, 2024 at 8:30 a.m., the Township Auditors on January 3, 2024 at 9:30 a.m., and the Planning Commission on January 3, 2024 at 6:00 p.m., seconded by Pete Socks. **Roll Call: Black – yes, Cockley – abstained, Socks – yes, Danner – yes, Kennedy – yes. Motion carried.**

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3) General Fund CD Matures 12/23/23

Barry Cockley made a motion to select the rate of 5.25% for 18 months through Traditions Bank (RBC Management), seconded by Scott Kennedy. **Roll Call: Black – yes, Cockley – yes, Socks – yes, Danner – yes, Kennedy – yes. Motion carried.**

4) Employee Gift Cards

Scott Kennedy made a motion to give the employees \$100.00 Wal-Mart gift cards, Planning Commission \$50.00 Wal-Mart gift cards, and the Zoning Hearing Board \$50.00 Wal-Mart gift cards, seconded by Barry Cockley. **Roll Call: Black – yes, Cockley – yes, Socks – yes, Danner – abstained, Kennedy – yes. Motion carried.**

5) Letter of interest for Zoning Hearing Board Member (term expires 12/31/24)

Doug Appler passed away, and we need to fill that seat. Tom Danner made a motion to adopt Resolution #2023-13 appointing Joseph Johnston to fill the vacant seat, with a term expiring on 12/31/24, seconded by Barry Cockley. **Roll Call: Black – yes, Cockley – yes, Socks – yes, Danner – yes, Kennedy – yes. Motion carried.**

6) Consider revising walking trails at the Bridges – Todd Grim

Tom Danner explained the property along the corner at Lobell Road and Kinneman Road with the Pond, those walking trails come right up through along their fence where their swimming pool is located. He is proposing to move trail down to lot 26 and lot 27, which makes more sense.

Tom Danner made a motion authorizing Tim Shultis and Todd Grim to follow through with this so there are no legal issues, seconded by Barry Cockley. **Roll Call: Black – yes, Cockley – yes, Socks – yes, Danner – yes, Kennedy – yes. Motion carried.**

7) Route 94 & Brickyard Road

Pete Socks made a motion concurring with Oxford Township that pedestrian accommodations are not needed for the traffic light being installed at the intersection of Route 94 and Brickyard Road, seconded by Scott Kennedy. **Roll Call: Black – yes, Cockley – yes, Socks – yes, Danner – yes, Kennedy – yes. Motion carried.**

ENGINEER'S REPORT/PLANS

1) Sewer Plant Updates

A portion of the State Budget has not been finalized, which could be the reason why the grant funds have not been forthcoming. Will look at options on financing, and will sit down with Tom Danner to discuss the plans, costs, etc.

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2) Salt shed

Working on another lay out for the salt shed.

3) Bridgeview roads dedication

Core samples have been taken and KPI Technology will review the results and discuss at the next meeting.

4) Eagle View license renewal

Tom Danner stated the water issue at Eagle View is a major problem. We need to know what their plans are to resolve this issue. There is not enough pressure for the hydrants We cannot issue a license if they cannot supply water.

Tim Knoebel explained there are also stormwater issues.

Tim Shultis will send Legacy Eagle View the inspection results this week, and some timelines. They are currently under a cease-and-desist order, whereby no permits and no building can take place in the Mobile Home Park.

5) Hanover Retail Holdings, LLC – Final Subdivision Plan/Non-Building Waiver – (Carlisle Pike) – **Must act by 2/6/24**

Due to a discrepancy under Section 307.C.2 maximum lot coverage, and Section 307.C maximum building height, the applicant will wait until the Ordinance is corrected the way it was intended.

Tom Danner made a motion to have the Zoning Review Committee discuss these corrections at their next meeting. May also be looking at Zoning Map Changes, seconded by Scott Kennedy. **Roll Call: Black – yes, Cockley – yes, Socks – yes, Danner – yes, Kennedy – yes. Motion carried.**

6) Apple Automotive – Final Subdivision Plan – (Carlisle Pike/Green Springs Road) – **Must act be 12/30/23 – Request for an extension until 3/31/24**

Tom Danner made a motion to grant Apple Automotive – Final Subdivision Plan an extension until 3/31/24, seconded by Pete Socks. **Roll Call: Black – yes, Cockley – yes, Socks – yes, Danner – yes, Kennedy – yes. Motion carried.**

SOLICITOR'S REPORT

1) Andra Slaybaugh – 23 Kelly Road

Tim Shultis explained this property has a commercial garage and an apartment above it. Mr. Slaybaugh passed away, so the garage will no longer be used. Ms. Slaybaugh would like to know if the sewer can be reduced from 2 edu's to 1 edu. There is a new bathroom installed in the garage, it presents an odd situation.

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We need to deal with the use. This would need to be through a written agreement, and she would have to relinquish the 1 edu in perpetuity, terminate any zoning approvals for the commercial use of the property, agree to only use it as a single-family residence, and any future changes to the use of the property will need to be subject to building permitting and sewer permitting, and to pay the costs of preparing the agreement and recording it.

Barry Cockley made a motion to authorize Tim Shultis to send a letter to explain to Ms. Slaybaugh what she would need to do to relinquish the 1 edu, seconded by Scott Kennedy. **Roll Call: Black – yes, Cockley – yes, Socks – yes, Danner – yes, Kennedy – yes. Motion carried.**

2) 294 & 312 Race Track Road Conditional U&O Escrow Funds

At 294 Race Track Road, the stormwater detention basin has been installed, the stabilization is done and the as-built plan was completed. The issue that remains as a result of inspecting the property from the as-built, there is apparent runoff from Race Track Road into the basin. We will need to send them notice and give them a deadline.

At 312 Race Track Road, the homeowner will not let Burkentine back on their property. The stormwater detention basin, and as-built plan are completed. The issue with the as-built is that it does not show the basin volume or the disconnection area, so in a sense, the as-built is deficient.

Tom Danner made a motion authorizing Tim Shultis to get permission from 312 Race Track Road to allow KPI Technology entry to do the inspection, and pay these fees out of the escrow money for this property, seconded by Earle Black. **Roll Call: Black – yes, Cockley – yes, Socks – yes, Danner – yes, Kennedy – yes. Motion carried.**

Barry Cockley made a motion to adjourn at 7:12 p.m., seconded by Scott Kennedy. Motion carried.

The next regularly scheduled meeting of the Berwick Township Board of Supervisors will be held on January 8, 2024, 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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