

**BERWICK TOWNSHIP  
BOARD OF SUPERVISORS  
ANNUAL REORGANIZATION MEETING  
JANUARY 5, 2026**

**CALL TO ORDER & PLEDGE TO THE FLAG** – The January 5, 2026, 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, Scott Kennedy, Earle Black, Bill Green, Bob Frock, and Secretary Jean Hawbaker.

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

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

**CHAIRMAN NOMINATION** – Bill Green made a motion to nominate Pete Socks as Chairman, seconded by Bob Frock. **Roll Call: Black – yes, Green – yes, Socks – abstained, Kennedy – yes, Frock – yes. Motion carried.**

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

**2026 APPOINTMENTS**

SECRETARY/TREASURER/PERMITS	Jean A. Hawbaker
PENSION PLAN CHIEF ADMINISTRATIVE OFFICER	Jean A. Hawbaker
OFFICE MANAGER/RIGHT-TO-KNOW OFFICER	Pete Socks, Jr.
TREASURER’S BOND	1,500,000.00
ROAD MASTER/ZONING/CODE ENFORCEMENT	Brian Racine
EMA/FLOOD PLAIN ADMINISTRATOR	Brian Racine
FLOOD PLAIN ADMINISTRATOR BACKUP	Chairman of the Board of Supervisors
UCC INSPECTION AGENCY	Middle Department Inspection Agency
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.)
ROAD CREW SUPERVISOR LIASONS	Pete Socks/Earle Black
DEPOSITORIES	Orrstown 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
YORK ADAMS TAX BUREAU COLLECTION AGENCY	Wage Tax Collector
FIRE/RESCUE SERVICES	United Hook & Ladder Co. #33
EMS	Adams Regional Emergency Medical Services
POLICE	Berwick Township Police Department (State Police Backup)

Scott Kennedy made a motion to approve the 2026 Appointments, seconded by Bill Green. **Roll Call: Black – yes, Green – yes, Socks – yes, Kennedy – yes, Frock – yes. Motion carried.**

January 5, 2026

**Tax Millage Rate (Resolution #26-01) – Real Estate (.15 mills), Fire – (.25 mills)** – Scott Kennedy made a motion to adopt Resolution #26-01, seconded by Earle Black. **Roll Call: Black – yes, Green – yes, Socks – yes, Kennedy – yes, Frock – yes. Motion carried.**

**Business Office Hours for the Public** – Bob Frock made a motion to approve the Business Office Hours - Monday – Thursday, 7:00 a.m. to 3:00 p.m., and Friday, 7:00 a.m. to 12:00 p.m., seconded by Bill Green. **Roll Call: Black – yes, Green – yes, Socks – yes, Kennedy – yes, Frock – yes. Motion carried.**

**2026 Mileage Rate – .72 cents** – Earle Black made a motion to approve the mileage rate, seconded by Bill Green. **Roll Call: Black – yes, Green – yes, Socks – yes, Kennedy – yes, Frock – yes. Motion carried.**

**2026 Fee Schedules for Solicitor, Engineer, SEO, Zoning/Code Enforcement/UCC (Resolution #26-02)** – Earle Black made a motion to adopt Resolution #26-02, seconded by Scott Kennedy. **Roll Call: Black – yes, Green – yes, Socks – yes, Kennedy – yes, Frock – 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 Earle Black. **Roll Call: Black – yes, Green – yes, Socks – yes, Kennedy – abstained, Frock – yes. Motion carried.**

**Zoning Hearing Board (Resolution #26-03)** – Pete Socks made a motion to adopt Resolution #26-03 reappointing Ben Carbaugh to the Zoning Hearing Board (term ends 12/31/28) – 3-year term, seconded by Earle Black. **Roll Call: Black – yes, Green – yes, Socks – yes, Kennedy – yes, Frock – yes. Motion carried.**

**Zoning Hearing Board (Resolution #26-04)** – Scott Kennedy made a motion to adopt Resolution #26-04 reappointing Chris Adler as an alternate to the Zoning Hearing Board (term ends 12/31/28) – 3-year term, seconded by Pete Socks. **Roll Call: Black – yes, Green – yes, Socks – yes, Kennedy – yes, Frock – yes. Motion carried.**

**Planning Commission** – Earle Black made a motion to reappoint Don Long to the Planning Commission (term ends 12/31/29) – 4-year term, seconded by Bob Frock. **Roll Call: Black – yes, Green – yes, Socks – yes, Kennedy – yes, Frock – yes. Motion carried.**

**Township Auditor** – Bob Frock 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, Kennedy – yes, Frock – yes. Motion carried.**

**Emergency Succession (Resolution #26-05)** – Scott Kennedy made a motion to adopt Resolution #26-05, seconded by Bill Green. **Roll Call: Black – yes, Green – yes, Socks – yes, Kennedy – yes, Frock – yes. Motion carried.**

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**2026 SCHEDULE OF MEETING DATES HELD AT 85 MUNICIPAL ROAD, HANOVER**

**SUPERVISORS – 2<sup>nd</sup> MONDAY OF MONTH AT 6:00 P.M.**

JANUARY 12	JULY 13
FEBRUARY 9	AUGUST 10
MARCH 9	SEPTEMBER 14
APRIL 13	OCTOBER 12
MAY 11	NOVEMBER 9
JUNE 8	DECEMBER 14

Bill Green made a motion to approve the 2026 schedule of meeting dates for the Board of Supervisors, seconded by Bob Frock. **Roll Call: Black – yes, Green – yes, Socks – yes, Kennedy – yes, Bob Frock. Motion carried.**

**PLANNING COMMISSION – 1<sup>st</sup> WEDNESDAY OF MONTH AT 6:00 P.M.**

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

Scott Kennedy made a motion to approve the 2026 schedule of meeting dates for the Planning Commission, seconded by Earle Black. **Roll Call: Black – yes, Green – yes, Socks – yes, Kennedy – yes, Frock – yes. Motion**

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

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

Bob Frock made a motion to approve the 2026 schedule of meeting dates for the Zoning Hearing Board (as needed), seconded by Scott Kennedy. **Roll Call: Black – yes, Green – yes, Socks – yes, Kennedy – yes, Frock – yes. Motion carried.**

**2026 HOLIDAYS OBSERVED**

NEW YEAR'S DAY – JANUARY 1  
GOOD FRIDAY – APRIL 3  
January 5, 2026

PRIMARY ELECTION DAY – MAY 19  
MEMORIAL DAY – MAY 25  
INDEPENDENCE DAY – JULY 3  
LABOR DAY – SEPTEMBER 7  
GENERAL ELECTION DAY – NOVEMBER 3  
VETERANS DAY – NOVEMBER 11  
THANKSGIVING DAY & THE DAY AFTER – NOVEMBER 26 & 27  
CHRISTMAS DAY – DECEMBER 25

Scott Kennedy made a motion to approve the 2026 Holidays, seconded by Earle Black. **Roll Call: Black – yes, Green – yes, Socks – yes, Kennedy – yes, Frock – yes. Motion carried.**

**NEW BUSINESS:**

- 1) **Authorize Advertising 2026 Meeting Dates** – Pete Socks made a motion to authorize advertising the 2026 meeting dates, seconded by Earle Black. **Roll Call: Black – yes, Green – yes, Socks – yes, Kennedy – yes, Frock – yes. Motion carried.**
- 2) **Zoning Hearing Board Year-End Report** – Bob Frock made a motion to accept the Zoning Hearing Board year-end report for 2025, seconded by Bill Green. **Roll Call: Black – yes, Green – yes, Socks – yes, Kennedy – yes, Bob Frock – yes. Motion carried.**
- 3) **Planning Commission Year-End Report** – Bill Green made a motion to accept the Planning Commission year-end report for 2025, seconded by Earle Black. **Roll Call: Black – yes, Green – yes, Socks – yes, Kennedy – yes, Frock – yes. Motion carried.**
- 4) **LABS Proposal for Analytical Services for 2026** – Bob Frock made a motion to accept LABS Proposal for Analytical Services for 2026, seconded by Earle Black. **Roll Call: Black – yes, Green – yes, Socks – yes, Kennedy – yes, Frock – yes. Motion carried.**
- 5) **General Fund CD 12/26/25 maturity** – Scott Kennedy made a motion to reinvest the CD in RBC Wealth Management for 12 months at 3.75%, seconded by Bill Green. **Roll Call: Black – yes, Green – yes, Socks – yes, Kennedy – yes, Frock – yes. Motion carried.**

**PUBLIC COMMENT (GENERAL)** – None.

Scott Kennedy made a motion to adjourn at 9:44 a.m., seconded by Bill Green. Motion carried.

Respectfully submitted,

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