

**BERWICK TOWNSHIP
BOARD OF SUPERVISORS
SPECIAL MEETING MINUTES SEPTEMBER 25, 2024**

CALL TO ORDER – The Berwick Township Board of Supervisors held a Special Meeting on Wednesday, September 25, 2024 at 9:00 a.m. in the Municipal Building, 85 Municipal Road, Hanover. The purpose of the meeting was to discuss the Municipal Wastewater Treatment Facility Headworks Improvements Project, and any other business which may come before the Board. Present were Supervisors Pete Socks, Tom Danner, Earle Black, Solicitor Tim Shultis, Engineer Tim Knoebel and Dan Perva, Sewer Plant Operator Ryan Swope, Secretary Jean Hawbaker. Scott Kennedy and Bill Green were not in attendance.

PUBLIC COMMENT (AGENDA ITEMS) – None.

BUSINESS

1) Project Summary – Scope – Estimated Cost

Dan Perva explained the project to the Board, and estimated costs. The overall project will make the wastewater treatment facility more efficient and safer. Estimated cost would be \$1.9 million.

2) Project Schedule

<u>Milestone</u>	<u>Completion Date</u>
Complete Design & Revised Cost Est.	October 1, 2024
Authorize PIIA Application Submission	October 14, 2024
Submit PIIA Funding Application	October 30, 2024
Receive PIIA Funding Offer	January 22, 2025
Complete Bid Documents	January 30, 2025
Authorize Bidding	February 10, 2025
Advertise for Bids	February 20 & 27, 2025
Open Bids	April 8, 2025
Award Bid (notice of intent)	April 14, 2025
PIIA Settlement	July 1, 2025
Issue Notice to Proceed	July 8, 2025
Substantial Completion	July 8, 2026

3) Funding Sources

- H2O Grant
- PennVEST
- Interim Financing

4) Next Steps

- The Letter of Responsibility and Resolution to Apply will be discussed at the Board's next meeting on October 14, 2024.

Meeting adjourned at 10:22 a.m.

Respectfully submitted,

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