

**BERWICK TOWNSHIP
BOARD OF SUPERVISORS
REGULAR MEETING MINUTES JANUARY 13, 2025**

CALL TO ORDER AND PLEDGE TO THE FLAG – The Berwick Township Board of Supervisors held their regular meeting on Monday, January 13, 2025 at 6:00 p.m. in the Municipal Building, 85 Municipal Road, Hanover. Present were Supervisors Pete Socks, Scott Kennedy, Earle Black, Tom Danner, Bill Green, Solicitor Tim Shultis, Engineer Tim Knoebel, Zoning Officer/Roadmaster Brian Racine, Secretary Jean Hawbaker.

PUBLIC COMMENT (AGENDA ITEMS) – None.

APPROVE CONSENT AGENDA

Earle Black made a motion to approve the consent agenda, which consists of the minutes of December 9, 2024, bill lists, unpaid bill lists and balance sheets dated January 10, 2025, Police/Fire/AREMS Reports for December 2024, and permits issued in December 2024, seconded by Bill Green. **Roll Call: Black – yes, Green – yes, Socks – yes, Kennedy – yes, Danner – yes. Motion carried.**

ROADMASTER’S REPORT/EMC/ZONING

- 1) Read the Roadmaster’s Report to the Board.
- 2) Property at Hanover Pole Building is doing work without permits. Told them they need to apply.

UNFINISHED BUSINESS

- 1) **Ordinance Codification** – We should have the information in February.
- 2) **Comprehensive plan update** – Tim Shultis working on date for a meeting.
- 3) **Race Track Road speeding update & improvements**

Tim Knoebel presented an estimated project schedule to overlay Race Track Road. We will put bids out, and the advertisement will include 3 speed tables.

Scott Kennedy made a motion authorizing KPI Technology to put bids out for the Overlay Project on Race Track Road, seconded by Earle Black. **Roll Call: Black – yes, Green – yes, Socks – yes, Kennedy – yes, Danner – yes. Liquid Fuels will not be used for this project. Motion carried.**

- 4) **Ratify skid loader trailer vote**

Pete Socks made a motion authorizing the purchase of a skid loader trailer from AJ’s Truck and Trailer Center, Inc. in the amount of \$9,715.17, seconded by Bill Green. **Roll Call: Black – yes, Green – yes, Socks – yes, Kennedy – yes, Danner – yes. Motion carried.**

- 5) **Review minimum prices for New Holland tractor, backhoe and 10-ton dump truck**

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Another township may be interested in buying the 10-ton dump truck. The New Holland tractor's minimum bid price will be \$50,000, and the Backhoe with ditcher head minimum will be \$32,500.

Pete Socks made a motion to place for sale the New Holland tractor and backhoe with ditcher head on Municibid to include the minimum bid prices as discussed for a period of 3 weeks, and each will be sold as is, seconded by Earle Black. **Roll Call: Black – yes, Green – yes, Socks – yes, Kennedy – yes, Danner – yes. Motion carried.**

NEW BUSINESS

1) **Waiver of land development plan for salt shed**

Earle Black made a motion to grant a waiver of submitting a land development for the new salt shed, seconded by Bill Green. **Roll Call: Black – yes, Green – yes, Socks – yes, Kennedy – yes, Danner – yes. Motion carried.**

2) **1st Choice Computer monitor quote**

Pete Socks made a motion to authorize the purchase of (2) monitors in the amount of \$358.00, seconded by Bill Green. **Roll Call: Black – yes, Green – yes, Socks – yes, Kennedy – yes, Danner – yes. Motion carried.**

3) **1st Choice Computer laptop quote**

Scott Kennedy made a motion to authorize the purchase of (1) laptop in the amount of \$729.00, seconded by Bill Green. **Roll Call: Black – yes, Green – yes, Socks – yes, Kennedy – yes, Danner – yes. Motion carried.**

4) **1st Choice Computer desktop computer quote**

Scott Kennedy made a motion to authorize the purchase of (1) desktop computer in the amount of \$1,122.00, seconded by Pete Socks. **Roll Call: Black – yes, Green – yes, Socks – yes, Kennedy – yes, Danner – yes. Motion carried.**

5) **Digitize Parcel Files**

Earle Black made a motion to use Higher Information Group to scan all parcel files into a pdf file format. A chain of custody form will be signed for all documents removed from the office. The total is not to exceed \$10,000, and the Secretary will start this process, seconded by Scott Kennedy. **Roll Call: Black – yes, Green – yes, Socks – yes, Kennedy – yes, Danner – yes. Motion carried.**

6) **Misfit Interactive – Monthly maintenance plan**

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Scott Kennedy made a motion to approve the maintenance plan for \$25.00 per month, seconded by Pete Socks. **Roll Call: Black – yes, Green – yes, Socks – yes, Kennedy – yes, Danner – yes. Motion carried.**

7) **MDIA – Berwick’s procedures**

The Secretary will contact Mike Hartman to check his availability on January 28th at 9:00 a.m. to discuss procedures and answer questions.

Pete Socks made a motion to schedule a special meeting on February 17, 2025 at 8:30 a.m. to award the bid for the Race Track Road Mill and Overlay Project, and authorized advertisement, seconded by Earle Black. **Roll Call: Black – yes, Green – yes, Socks – yes, Kennedy – yes, Danner – yes. Motion carried.**

ENGINEER’S REPORT

1) **Wastewater Treatment Plant**

Next meeting for PennVest Board is scheduled on January 22, 2025 at 10:30 a.m.

2) **Bridgeview – Dedication**

Need road plat yet.

3) **Cambrian Hills Phase 1b – Reduction/Reconciliation of Financial Security Amount**

Pete Socks made a motion to authorize a reduction in financial security for Cambrian Hills Phase 1B in the amount of \$102,817.94. The amount to be retained is \$977,222.59, seconded by Scott Kennedy. **Roll Call: Black – yes, Green – yes, Socks – yes, Kennedy – yes, Danner – yes. Motion carried.**

4) **Ciocca Discussion**

The remaining comments from KPI Technology’s letter dated October 14, 2024 need to be addressed, and posting financial security.

5) **Eagle View Post Construction Stormwater Management Plans**

The stormwater plan was approved with conditions. Will need an O&M Agreement and posting of financial security.

SOLICITOR’S REPORT

1) From 5:30 p.m. to 6:00 p.m. prior to this meeting, an executive session was held to discuss matters, if conducted in public would violate a lawful privilege.

2) **Delinquent sewer accounts** – Working on 2 of the larger accounts.

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PUBLIC COMMENT (GENERAL) – None.

Scott Kennedy made a motion to adjourn at 7:23 p.m., seconded by Bill Green. Motion carried.

The next regularly scheduled meeting of the Berwick Township Board of Supervisors will be held on February 10, 2025, 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**