

NEWBERRY TOWNSHIP
BOARD OF SUPERVISORS
REORGANIZATION MINUTES
January 3, 2017

I. Don Keener called the meeting to order at 5:39 P.M.

Present: William Toothaker, Supervisor
Brandt Cook, Supervisor
Maxine Kauffman, Supervisor
Tony Miller, Supervisor
David Cantrell, Supervisor participated by phone.
Don Keener, Manager
John Snyder, Chief of Police

II. NOMINATION AND ELECTION OF CHAIRMAN OF THE BOARD:

Motion by Supervisor Cook, seconded by Supervisor Miller, to nominate Supervisor William Toothaker as Chairman of the Board. Vote on Motion to elect Supervisor Toothaker as Chairman of the Board. 5 Ayes. Motion carried.
Manager Keener turned the meeting over to Chairman Toothaker.

III. NOMINATION AND ELECTION OF VICE-CHAIRMAN OF THE BOARD:

Motion by Supervisor Cantrell, seconded by Supervisor Kauffman, to nominate Supervisor Kauffman as Vice-Chairman of the Board. Vote on the motion to elect Supervisor Kauffman as Vice-Chairman of the Board. 2 Ayes Motion failed. Motion by Supervisor Cook, seconded by Supervisor Miller to nominate Supervisor Miller as Vice-Chairman of the Board. Vote on motion to elect Supervisor Miller as Vice-Chairman of the Board. 3 Ayes. Motion carried.

IV. PUBLIC COMMENT:

David Parsons commented that the Board should keep fees in line with expenses.

V. APPOINTMENTS:

Motion made by Vice-Chairman Miller, seconded by Supervisor Kauffman, to appoint a-h as follows:

Vote on Motion. 5 Ayes. Motion carried.

- a. Don Keener, Manager, Secretary/Treasurer
- b. Jeff Martz, Zoning Officer/Building Code Official
- c. Susan Aucker, Administrative Assistant/Asst. Secretary/Asst. Treasurer
- d. Angela Seitz, Office Assistant (PT)
- e. Margaret Clark, Police Administrative Assistant
- f. Nicole Sullivan, Police Clerk
- g. Jerry Spease, Sewage Enforcement Officer
- h. Tim Wargo/Hoover Engineering, Brandt Fink, Jr, Gary Morrow & Pennoni Associates, Alternate Sewage Enforcement Officers

- i. Motion made by Vice-Chairman Miller, seconded by Supervisor Cook, to appoint item i as follows: Andrew Miller, of MPL as Solicitor. Vote on Motion. 5 Ayes. Motion carried.

Motion made by Vice-Chairman Miller, seconded by Supervisor Cook, to appoint j-p as follows:
Vote on Motion. 5 Ayes. Motion carried.

- j. Pennoni Associates, Engineer
- k. John Snyder, Police Chief
- l. Scott Getgen, Public Works Director
- m. Brent Zeiders, Wastewater Services Coordinator
- n. Stacy Craley, Sewer Administrative Assistant
- o. John Belaus, Sewer Laborer
- p. Alan Enders, Plant Operator Level I

VI. AUTHORIZE SUPERVISORS TO SERVE AS TOWNSHIP EMPLOYEES:

Motion made by Supervisor Cook, seconded by Supervisor Cantrell, to authorize Supervisors to serve as Township Employees. Vote on Motion. 5 Ayes. Motion carried.

VII. SET TREASURER BOND AT \$1 MILLION:

Motion made by Supervisor Kauffman, seconded by Vice-Chairman Miller to set Newberry Township's Treasurer's Bond at \$1 Million for 2017. Vote on Motion. 5 Ayes. Motion carried.

VIII. AUTHORIZE TOWNSHIP MANAGER TO APPOINT TOWNSHIP STAFF TO SERVE AS A TOWNSHIP EMPLOYEE WITHIN ANOTHER DEPARTMENT:

Motion made by Vice-Chairman Miller, seconded by Supervisor Cook to authorize the Township Manager to appoint Township staff to serve as a Township employee within another department. Vote on Motion. 5 Ayes. Motion carried.

IX. APPOINT OPEN RECORDS OFFICER(S):

Motion made by Supervisor Kauffman, seconded by Supervisor Cook to appoint Don Keener, Open Records Officer and Sue Aucker, Alternate Open Records Officer for the Township and John Snyder Open Records Officer, and, Steven Lutz Alternate Open Records Officer for the Police Department. Vote on Motion. 5 Ayes. Motion carried.

X. YORK COUNTY PLANNING COMMISSION LOCAL ADVISORY COMMITTEE:

Motion made by Supervisor Cook, seconded by Vice-Chairman Miller to appoint Donald Keener, to the York County Planning Commission Local Advisory Committee.
Vote on Motion. 5 Ayes. Motion carried.

XI. NEWBERRY TOWNSHIP PLANNING COMMISSION:

Motion made by Supervisor Kauffman, seconded by Vice-Chairman Miller to appoint Dale Jackson and Jeffrey Holland to the Newberry Township Planning Commission for 4 year terms ending 12/31/20. Vote on Motion. 5 Ayes. Motion carried. The Board directed Don to have the applicants desiring to fill the vacancy on the Planning Commission, due to Thomas Neptune's resignation, come to the next Board meeting at 5:30 for an interview.

XII. NEWBERRY TOWNSHIP POLICE COMMISSIONER:

Motion made by Supervisor Cantrell, seconded by Supervisor Cook to appoint the Chairman of the Board as Police Commissioner for a 1 year term. Vote on Motion. 5 Ayes. Motion carried.

XIII. NEWBERRY TOWNSHIP VACANCY BOARD CHAIRMAN:

Motion made by Supervisor Kauffman, seconded by Vice-Chairman Miller to appoint Mark Doemland as the Newberry Township Vacancy Board Chairman. Vote on Motion. 5 Ayes. Motion carried.

XIV. APPOINTMENT OF NEWBERRY TOWNSHIP FIRE/EMS LIAISON:

Motion made by Vice-Chairman Miller, seconded by Supervisor Kauffman to table the appointment. Vote on Motion. 5 Ayes. Motion carried.

XV. AUTHORIZE PSATS CONVENTION ATTENDANCE (April 23-26 at HERSHEY) & APPOINT VOTING DELEGATE

Motion made by Supervisor Cook, seconded by Vice-Chairman Miller to authorize the attendance of those eligible to attend and appoint Don Keener as the Voting Delegate. Vote on Motion. 5 Ayes. Motion carried.

XVI. APPROVAL OF THE NEWBERRY TOWNSHIP FIRE DEPARTMENT LIST OF FIRE POLICE FOR JANUARY 1, 2017 THROUGH DECEMBER 31, 2017 @ MIDNIGHT ON FILE WITH THE CHIEF OF POLICE.

Motion made by Supervisor Kauffman, seconded by Vice-Chairman Miller to approve the list. Vote on Motion. 5 Ayes. Motion carried.

XVII. RESOLUTIONS:

1. Approval of Resolution No. 2017-01, establishing the order for Meetings.

Motion made by Vice-Chairman Miller, seconded by Supervisor Cantrell to approve Resolution 2017-01. Vote on Motion. 5 Ayes. Motion carried.

2. Approval of Resolution No. 2017-02, establishing the fee schedule, for Newberry Township.

Motion made by Vice-Chairman Miller, seconded by Supervisor Cook to approve Resolution 2017-02. Vote on Motion. 4 Ayes. 1 Nay Supervisor Kauffman. Motion carried.

3. Approval of Resolution No. 2017-03, establishing employee contributions to the Newberry Township Police Pension Plan for plan year 2017.

Motion made by Supervisor Kauffman, seconded by Supervisor Cook to approve Resolution 2017-03. Vote on Motion. 5 Ayes. Motion carried.

4. Approval of Resolution No. 2017-04, establishing employee contributions to the Newberry Township Non-Uniformed Pension Plan for plan year 2017.

Motion made by Supervisor Cook, seconded by Supervisor Cantrell to approve Resolution 2017-04. Vote on Motion. 5 Ayes. Motion carried.

5. Approval of Resolution No. 2017-05, designating PNC, M&T, Fulton, Member 1st and PLGIT as the banks for the depositing of Township Funds.

Motion made by Supervisor Kauffman, seconded by Supervisor Cantrell to approve Resolution 2017-05. Vote on Motion. 5 Ayes. Motion carried.

6. Approval of Resolution No. 2017-06, appointing a member(s) of the Zoning Hearing Board.

Motion made by Vice-Chairman Miller, seconded by Supervisor Cook to appoint William Hendrickson and Brandt Fink, Sr. to five-year terms ending 12/31/21. Vote on Motion. 5 Ayes. Motion carried.

7. Approval of Resolution No. 2017-07, setting 2017 wages.

Motion made by Supervisor Cook, seconded by Supervisor Kauffman, to approve Resolution 2017-07. Vote on Motion. 5 Ayes. Motion carried.

8. Approval of Resolution No. 2017-08, establishing the IRS rate of mileage reimbursement for the use of personal vehicles on Township business. IRS 2017 rate: \$.53.5/ mile.

Motion made by Supervisor Cantrell, seconded by Supervisor Cook to approve Resolution 2017-08. Vote on Motion. 5 Ayes. Motion carried.

XVIII. OTHER BUSINESS

The Board recessed to Executive Session at 6:25 P.M. to discuss employee performance reviews.

The Board reconvened from Executive Session at 7:12 P.M.

XIX. ADJOURNMENT

Motion made by Vice-Chairman Miller, seconded by Supervisor Cook to adjourn the January 3, 2017 Reorganization Meeting of the Newberry Township Board of Supervisors at P.M. Vote on Motion. 5 Ayes. Motion carried.

Respectfully Submitted,

Donald L. Keener
Township Manager