

**NEWBERRY TOWNSHIP  
BOARD OF SUPERVISORS**

**REORGANIZATION MINUTES  
January 2, 2018**

I. Don Keener called the meeting to order at 5:31 P.M.

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

II. NOMINATION AND ELECTION OF CHAIRMAN OF THE BOARD:

Motion by Supervisor Miller, seconded by Supervisor Cook, 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 Chairman Toothaker, seconded by Supervisor Miller, to nominate Supervisor Cantrell as Vice-Chairman of the Board. Vote on the motion to elect Supervisor Cantrell as Vice-Chairman of the Board. 5 Ayes. Motion carried.

IV. PUBLIC COMMENT:

Joyce Walck, 3050 Old Trail Road stated that Newberry Estates Mobile Home Park was without water for a couple days and the communication from the park management was terrible. Chairman Toothaker commented that this was just brought to the Township's attention and the Solicitor is looking into ways to address this and other issues.

Donna Ulrich, 65 Mall Road complained that her trash was not being picked up. Chairman Toothaker directed her to call Republic Services with regard to why her service has been interrupted.

Much discussion took place about the failure of Republic Services to collect trash December 30<sup>th</sup> and that they would not collect trash from these missed stops until January 6<sup>th</sup>. The trash that is out along the street is an eyesore and is getting scattered by the wind and littering the township. In the opinion of the Board this is unacceptable and Republic Services is in violation of not fulfilling the contract. The Board instructed the manager to contact Republic Services and inform them of this and other issues and express their concerns of poor service.

V. APPOINTMENTS:

Motion made by Supervisor Kauffman, seconded by Supervisor Cook, to appoint a-p as follows: Vote on Motion. 4 Ayes. 1 Nay from Supervisor Miller. 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. MPL, Andrew Miller
- 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 Miller, seconded by Vice-Chairman 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 Supervisor Cook to set Newberry Township's Treasurer's Bond at \$1 Million for 2018. 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 Supervisor Kauffman, 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 Cook, seconded by Supervisor Kauffman 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 Kauffman, seconded by Supervisor Cook 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 Supervisor Cook to reappoint James Alexander to the Newberry Township Planning Commission for a four-year term ending 12/31/21. 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 Stephen Rehrer's resignation, come to a Board Meeting for an interview.

**XII. NEWBERRY TOWNSHIP POLICE COMMISSIONER:**

Motion made by Supervisor Cook, seconded by Vice-Chairman Cantrell, to appoint the Chairman of the Board as the Police Commissioner.

**XIII. NEWBERRY TOWNSHIP VACANCY BOARD CHAIRMAN:**

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

**XIV. APPOINTMENT OF NEWBERRY TOWNSHIP FIRE/EMS LIAISON:**

The Board agreed, by consensus, to not appoint a liaison.

**XV. AUTHORIZE PSATS CONVENTION ATTENDANCE (April 23-25 at HERSHEY) & APPOINT VOTING DELEGATE**

Motion made by Supervisor Miller, seconded by Vice-Chairman Cantrell to authorize 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, 2018 THROUGH DECEMBER 31, 2018 @ MIDNIGHT ON FILE WITH THE CHIEF OF POLICE.**

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

**XVII. RESOLUTIONS:**

1. Approval of Resolution No. 2018-01, establishing the order for Meetings.

Motion made by Vice-Chairman Cantrell, seconded by Supervisor Cook to approve Resolution 2018-01. Vote on Motion. 5 Ayes. Motion carried.

2. Approval of Resolution No. 2018-02, establishing the fee schedule, for Newberry Township.

Motion made by Vice-Chairman Cantrell, seconded by Supervisor Miller to approve Resolution 2018-02. Vote on Motion. 5 Ayes. Motion carried.

3. Approval of Resolution No. 2018-03, establishing employee contributions to the Newberry Township Police Pension Plan for plan year 2018.

Motion made by Supervisor Kauffman, seconded by Vice-Chairman Cantrell to approve Resolution 2018-03. Vote on Motion. 5 Ayes. Motion carried.

4. Approval of Resolution No. 2018-04, establishing employee contributions to the Newberry Township Non-Uniformed Pension Plan for plan year 2018.

Motion made by Supervisor Cook, seconded by Supervisor Kauffman to approve Resolution 2018-04. Vote on Motion. 5 Ayes. Motion carried.

5. Approval of Resolution No. 2018-05, designating PNC, M&T, Fulton, Members 1<sup>st</sup> and PLGIT as the banks for the depositing of Township Funds.

Motion made by Supervisor Kauffman, seconded by Vice-Chairman Cantrell to approve Resolution 2018-05. Vote on Motion. 5 Ayes. Motion carried.

6. Approval of Resolution No. 2018-06, appointing a member(s) of the Zoning Hearing Board.

Motion made by Supervisor Miller, seconded by Vice-Chairman Cantrell to reappoint Eric Johnston to a five-year term ending 12/31/22 and appoint Ashley Griffith to fill the unexpired term, created by Bill Hendrickson's resignation, ending 12/31/21. Vote on Motion. 5 Ayes. Motion carried.

7. Approval of Resolution No. 2018-07, setting 2018 wages.

Supervisor Miller stated that the Police were getting a 2.75% increase and the highway, sewer department and administrative staff received a 1.5% increase. Motion made by Supervisor Kauffman, seconded by Supervisor Miller, to approve Resolution 2018-07. Vote on Motion. 5 Ayes. Motion carried.

8. Approval of Resolution No. 2018-08, establishing the IRS rate of mileage reimbursement for the use of personal vehicles on Township business. IRS 2018 rate: \$.54.5/ mile.

Motion made by Supervisor Miller, seconded by Supervisor Cook to approve Resolution 2018-08. Vote on Motion. 5 Ayes. Motion carried.

## XVIII. OTHER BUSINESS

The Board recessed to Executive Session at 6:22 P.M. to discuss personnel.

The Board reconvened from Executive Session at 6:56 P.M.

## XIX. ADJOURNMENT

Motion made by Vice-Chairman Cantrell, seconded by Supervisor Cook to adjourn the January 2, 2018 Reorganization Meeting of the Newberry Township Board of Supervisors at 6:57 P.M. Vote on Motion. 5 Ayes. Motion carried.

Respectfully Submitted,

Donald L. Keener  
Township Manager