

**Highway Department Report  
Board of Supervisors Meeting  
March, 27 2018**

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**Current Work:**

Tar and Chipping areas of failure in various roads to keep them together and seal them up for the winter. Working all over the township, doing repairs when the weather permits.

Servicing all the equipment and trucks.

Doing MS4 inspections and cleaning inlets.

Replaced one pipe on Hemlock, the other two pipes are aluminum, just cleaned them out and placed rock on the out fall ends to prevent further erosion.

Replaced two inlet boxes on Sam Snead Circle with poured in place boxes. The pipe is Aluminum with the top cut out to except the water. The old boxes were cinder block and falling into the hole.

Gearing up to start the work on Old Quaker Road. We have to finish the ditches, rock the selected outfalls, seed and mulch disturbed areas. Reclaiming is to begin the first week of May.

Grading dirt roads repairing washouts from over winter.

We had one bad wind storm with several downed trees throughout the day, and one snow storm crew worked 21 hours to keep ahead of it.

# MAJOR PROJECT OVERVIEW

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## **Road Maintenance**

Tar and Chipping  
Roadside Ditch Cleaning  
Storm pipe replacement

## **Status**

Ongoing  
On Hold  
Ongoing

## **Building Maintenance**

## **Equipment**

Fixed oil leaks in control valve on Grader.

Repaired Parking brake, Two speed shift motor, rear broom bell crank, and ran the sweeper 4 days.

Still have a couple pieces of equipment to service.

Will have to wash all the trucks again and backhoe to remove salt buildup.

## **Recreation Department**

Continuing to gather the trash at all the parks.

Ball fields are to wet to prep for baseball and softball seasons. We will prep them when they are ready.

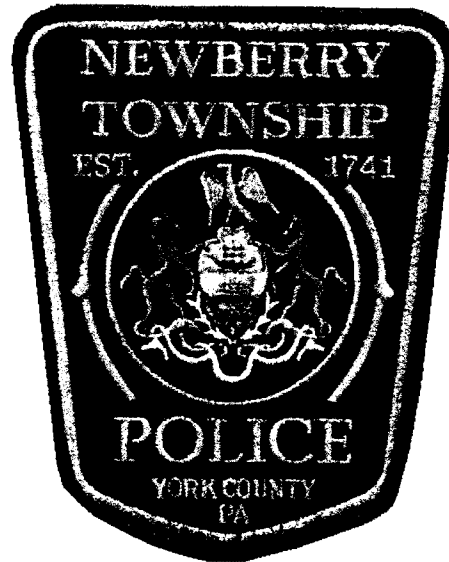
## **Ongoing Projects**

Cleaning storm drains  
Pot hole repairs  
Pa One Call locate tickets

**TIME MANAGEMENT OVERVIEW**  
**(February 22, 2018 to March 21, 2018)**

	<u>Full Time</u>	<u>Part Time</u>
<b><u>Available Hours:</u></b>	<b>800 hours</b>	
<b>Road Maintenance</b>	<b>716 hours</b>	
<b>Equipment</b>	<b>32 hours</b>	
<b>Recreation Department Mowing/Maintenance</b>	<b>8 hours</b>	
<b>Building Maintenance</b>	<b>0 hours</b>	
<b>Clean-Up from Storms (called in)</b>	<b>6 hours</b>	
<b>Salting/ Snow plowing</b>	<b>105 hours</b>	<b>92 hours</b>
<b>Total Worked Hours:</b>	<b>867 hours</b>	
<b>Vacation/Personal/Sick/Comp/Holiday</b>	<b>11 hours</b>	
<b>Overtime Hours</b>	<b>67 hours</b>	

# ***Newberry Township Police Department***



***February 2018  
Monthly Report***



# NEWBERRY TOWNSHIP POLICE

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Steven D. Lutz  
Lieutenant

March 21, 2018

To: Board of Supervisors

From: Lieutenant Steven D. Lutz

Supervisors and Staff,

The department handled 676 calls for the month of February 2018. Listing the calls by criteria, 4 burglaries, 10 thefts, 10 drug offenses, 8 DUI's, 2 Simple Assaults, 4 Sexual Assaults, 10 Domestic related harassments, and 5 other harassments. Officers investigated 9 domestic related incidents, 354 other calls for service, investigated 32 traffic accidents, issued 92 traffic citations, 119 traffic warnings, and issued 12 non-traffic citations.

Additionally, this month our agency investigated 1 apparent drug over dose death, totaling 3 for the year.

Respectfully,

A handwritten signature in black ink, appearing to read "Steven D. Lutz", written over a horizontal line.

Steven D. Lutz  
Lieutenant

**NEWBERRY TOWNSHIP POLICE DEPARTMENT  
MONTHLY REPORT  
February 2018**

	ZONE 1 NEWBERRY TOWNSHIP	ZONE 2 YORK HAVEN BOROUGH	ZONE 3 GOLDSBORO BOROUGH	ZONE 4 LEWISBERRY BOROUGH	OTHER NEWBERRY'S JURISDICTION	TOTAL	2017 totals
<b>Part I Offenses</b>							
Murder							
Rape							
Robbery						1	
Agg Assault							
Burglary	3	1				4	2
Theft	10					10	14
MV Theft							1
<b>Part II Offenses</b>							
<b>Drugs</b>	10					10	6
DUI	6	1		1		8	15
Simple Assault	1	1				2	4
Sexual Assault	2	2				4	2
Harassment-domestic	9	1				10	7
Harassment -other	4	1				5	11
Non-Traffic Citations	10	1				12	14
All Other Offenses	13	2				17	38
<b>Traffic Offenses</b>							
Traffic Accidents	27	3	2			32	19
Traffic Citations	86	6				92	134
Traffic Warnings	106	8	1	3		119	250
<b>Service Calls</b>							
Domestic Incidents	9					9	13
All other calls(not criminal)	314	19	9	3		354	361
<b>TOTAL CALLS</b>	<b>610</b>	<b>46</b>	<b>15</b>	<b>13</b>	<b>4</b>	<b>676</b>	<b>888</b>



**NEWBERRY TOWNSHIP  
FIRE DEPARTMENT  
EMS Division**



**Timothy W. Stevens – FF-1/EMT-B  
EMS Captain  
[tstevens@newberryfire.com](mailto:tstevens@newberryfire.com)**

3/8/2018

To: Newberry Township Board of Supervisors  
To: Township Manager – Don Keener

EMS Division Report for Month ending Feb 2018

Call Volume:

	<u>Month 2018</u>	<u>Month 2017</u>
Disp. –	119	108
Resp. –	99	97
Miss –	20	11

Calls by Dispatch:

	<u>Feb 2018</u>
ALS Dispatch	– 34
BLS Dispatch	– 48
<b>Call Breakdown</b>	
Assist	– 0
Cancelled No Patient Contact	– 8
Cancelled prior to arrival	– 3
Cancelled on Scene No Patient	– 4
DOA	– 5
False Alarm	– 0
No Treatment But Transport	– 12
Treated no Transport	– 5
Patient Care Transferred	– 1
SB / FC (Stand By / Fire Call)	– 1
Transported	– 60
Treated no Transport	– 0
Routine Transport	– 0

Updates:

N/A

Grants:

N/A

# YORK HAVEN FIRE CHIEF'S REPORT

MONTH February 2018

STRUCTURE	<u>1</u>	VEHICLE ACCIDENT	<u>    </u>
CHIMNEY	<u>    </u>	VEHICLE FIRE	<u>    </u>
APPLIANCE	<u>    </u>	W/ INJURIES	<u>2</u>
DUMPSTER/ Trash	<u>    </u>	W/ ENTRAPMENT	<u>    </u>
NAT. COVER	<u>    </u>	MEDICAL ASSIST	<u>    </u>
CONTROLLED BURN	<u>    </u>	STAND - BY	<u>    </u>
INVESTIGATION	<u>    </u>	POLES/TREES	<u>    </u>
AUTO ALARM	<u>    </u>	HAZ MAT	<u>    </u>
SEARCH DETAIL	<u>    </u>	DEBRIS REMOVAL	<u>    </u>
WATER RESCUE	<u>    </u>	FIREPOICE	<u>3</u>
CARBON / SMOKE DETETOR	<u>    </u>	PUBLIC SERVICE	<u>    </u>

TOTAL CALLS FOR THE MONTH 6 YEAR END 14

## CALLS PER BOX ALARM

27-1 BOX <u>    </u>	26 BOX <u>1</u> PROPERTY LOSS \$ <u>    </u>
27 BOX <u>3</u>	22 BOX <u>    </u> FIRE FATALITY <u>    </u>
28 BOX <u>1</u>	23 BOX <u>1</u>
31 BOX <u>    </u>	68 BOX <u>    </u>
OTHER BOX <u>    </u>	

TRAININGS 3  
WORK DETAILS



**NEWBERRY TOWNSHIP CODES/ZONING  
February & March 2018**

	OBSTRUCTION
2-21-18	
2-23-18	ZONING PERMIT
2-23-18	SEWER INFO
2-26-18	BUILDING PERMIT
2-26-18	JUNK LETTER
2-26-18	WATER ISSUE
2-26-18	ELEC PERMIT
2-27-18	BUILDING PERMIT
2-27-18	ELEC PERMIT
2-28-18	BUILDING PERMIT
2-27-18	MEETING
2-28-18	BUILDINGPERMIT
2-28-18	BUILDINGPERMIT
2-28-18	SOLICITOR PERM
2-28-18	ZONING INFO
3-1-18	STORMWATER
3-1-18	STORMWATER
3-1-18	SEPTIC ISSUE
3-1-18	ELEC PERMIT
3-2-18	DEMO PERMIT
3-5-18	WATER INFO
3-5-18	STORM RELATED
3-6-18	MEETING
3-6-18	ZONING INFO
3-6-18	BUSINESS INFO
3-7-18	JUNK LETTER
3-7-18	ZONING INFO
3-7-18	BUILDING PERMIT
3-7-18	BUILDINGPERMIT
3-8-18	BUILDING PERMIT
3-8-18	MEETING
3-8-18	INSPEC PROP
3-8-18	MEETING
3-12-18	HEARING
3-12-18	ZONING PERMIT
3-12-18	ZONING INFO
3-12-18	ZONING INFO
3-12-18	ZONING INFO
3-12-18	MEETING
3-13-18	COND PROPERTY
3-13-18	ZONING INFO
3-13-18	ZONING VIOL
3-14-18	BUILDING PERMIT

**NEWBERRY TOWNSHIP CODES/ZONING**  
**February & March 2018**

3-15-18	SEPTIC INFO
3-15-18	ZONING PERMIT
3-15-18	BUILDING INFO
3-16-18	BUILDING PERMIT
3-19-18	ZONING INFO
3-19-18	SEPTIC INFO
3-19-18	ZONING PERMIT
3-19-18	ZONING INFO
3-19-18	PERMIT INFO
3-19-18	ZONING PERMIT
3-20-18	ZONING INFO
3-20-18	ZONING PERMIT
3-20-18	DEMO PERMIT

**NEWBERRY TOWNSHIP MUNICIPAL AUTHORITY**

**OFFICE REPORT**

**MARCH 27, 2018**

Submitted bills list for 03/09/18 and 03/23/18 for approval

Submitted Financial Activity Report for 03/27/18

Collections for refuse – total outstanding remaining \$71,643.32

Collections for sewer – ongoing, preparing for water shut offs

Prepared and Submitted A/P Checks for Newberry Township

Streamlining files and office for Administrative Position

Prepared and submitted by Stacy Craley, Authority Administrator

**NEWBERRY TOWNSHIP MUNICIPAL AUTHORITY**

**FIELD AND PLANT REPORT**

**MARCH 27, 2018**

Continue plant and pump station operation, maintenance and repairs.

Eagle Lane Pump Station Abandonment Project approximately 40% completed.

Met with Pennoni Associates for the Act 537 Plan.

Reviewed Chapter 94 Report for submission.

Submitted to EPA biosolids report.

Prepared and submitted by Brent Zeiders, Wastewater Services Coordinator

TO: NEWBERRY TOWNSHIP BOARD OF SUPERVISORS  
FROM: DON KEENER, TOWNSHIP MANAGER  
RE: MANAGER'S REPORT  
DATE: 22 March 2018

PUBLIC COMMENT

**Carl Redding** Mr. Redding has asked to be placed on the agenda.

**Jerry Stahlman, P.E.** Mr. Stahlman has asked to be placed on the agenda.

OLD BUSINESS

**Discussion of Finance Officer Position** I presented a job description for the last meeting and BOS tabled it for further consideration. I would ask for Direction from the BOS on this position so staff can begin the process to fill this position.

NEW BUSINESS

**Adopt Resolution 2018-13 (Planning Module 1325 Erney Road)** This is a standard Planning Module resolution for the Final Subdivision Plan for 1325 Erney Road.

**Adopt Resolution 2018-14 (Transfer of Funds to Cap. Reserve Accounts)** This resolution would permit the transfer of funds from the General Fund to Cap. Reserve accounts

**Authorize Execution of County MDC Contract** This would be the authorization to execute the 5-year contract with York County to provide mobile data computers for the police cars.

**Authorize Advertisement for Road Materials & Equipment Rental** I would ask the BOS to authorize the advertisement of road materials and equipment to seek bids for stone, blacktop and the rental of equipment.

**Authorize Advertisement of Ordinance 404** This ordinance would amend the pension plan to make it consistent with the police arbitration award.