

**NEWBERRY TOWNSHIP
BOARD OF SUPERVISORS**

**REORGANIZATION MINUTES
January 7, 2019**

I. Solicitor Andy Miller called the meeting to order at 5:33 P.M.

Present: William Toothaker, Supervisor
Brandt Cook, Supervisor
Maxine Kauffman, Supervisor
Tony Miller, Supervisor
David Cantrell, Supervisor
Gail Bryner, Assistant Secretary
Steven Lutz, Chief of Police
Brent Zeiders, Wastewater Coordinator
Andy Miller, Solicitor

II. NOMINATION AND ELECTION OF CHAIRMAN OF THE BOARD:

Motion by Supervisor Cantrell to nominate Supervisor Toothaker as Chairman of the Board. Vote on Motion to nominate Supervisor Toothaker as Chairman. Motion failed. Motion made by Supervisor Kauffman to elect Supervisor Miller as Chairman of the Board. Vote on Motion to elect Supervisor Miller as Chairman. 3 Ayes. Motion carried. Solicitor Miller turned the meeting over to Chairman Miller.

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

Motion by Supervisor Cook to nominate Supervisor Kauffman as Vice-Chair. Vote on Motion to nominate Supervisor Kauffman as Vice-Chairman of the Board. 3 Ayes. Motion carried

IV. PUBLIC COMMENT:

None.

V. APPOINTMENTS:

Motion made by Supervisor Kauffman, seconded by Supervisor Cantrell, to appoint a-p as follows:

Vote on Motion. 5 Ayes. Motion carried.

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

- i. MPL, Andrew Miller
- j. Pennoni Associates, Engineer
- k. Steven Lutz, 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 Toothaker, 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 Vice-Chair Kauffman, seconded by Supervisor Toothaker to set Newberry Township's Treasurer's Bond at \$1 Million for 2019. 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 Toothaker, 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 Cantrell to appoint Don Keener, Open Records Officer and Gail Bryner, Alternate Open Records Officer for the Township and Steven Lutz Open Records Officer, and, Braxton Ditty 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 Toothaker, seconded by Vice-Chair Kauffman to reappoint Kurt Williams to the Newberry Township Planning Commission for a four-year term ending 12/31/2022. Vote on Motion. 5 Ayes. Motion carried.

XII. NEWBERRY TOWNSHIP POLICE COMMISSIONER:

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

XIII. NEWBERRY TOWNSHIP VACANCY BOARD CHAIRMAN:

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

XIV. APPOINTMENT OF NEWBERRY TOWNSHIP REPRESENTATIVE TO LEWISBERRY SEWER AUTHORITY:

Motion made by Supervisor Toothaker, seconded by Supervisor Cantrell, to reappoint Paul Fisher to the Lewisberry Sewer Authority for a five-year term expiring 12/31/2023.

XV. AUTHORIZE PSATS CONVENTION ATTENDANCE (April 14-17 at HERSHEY) & APPOINT VOTING DELEGATE

Motion made by Vice-Chair Kauffman, seconded by Supervisor 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, 2019 THROUGH DECEMBER 31, 2019 @ MIDNIGHT ON FILE WITH THE CHIEF OF POLICE.

Motion made by Supervisor Toothaker, seconded by Supervisor Cantrell to approve the list. Vote on Motion. 5 Ayes. Motion carried.

XVII. RESOLUTIONS:

1. Approval of Resolution No. 2019-01, establishing the order for Meetings.
Motion made by Supervisor Toothaker, seconded by Vice-Chair Kauffman to approve Resolution 2019-01. Vote on Motion. 5 Ayes. Motion carried.
2. Approval of Resolution No. 2019-02, establishing the fee schedule, for Newberry Township.
Motion made by Supervisor Cantrell, seconded by Supervisor Toothaker to approve Resolution 2019-02. Vote on Motion. 5 Ayes. Motion carried.
3. Approval of Resolution No. 2019-03, establishing employee contributions to the Newberry Township Police Pension Plan for plan year 2019.
Motion made by Supervisor Toothaker, seconded by Supervisor Cook to approve Resolution 2019-03. Vote on Motion. 5 Ayes. Motion carried.
4. Approval of Resolution No. 2019-04, establishing employee contributions to the Newberry Township Non-Uniformed Pension Plan for plan year 2019.
Motion made by Supervisor Cantrell, seconded by Supervisor Toothaker to approve Resolution 2019-04. Vote on Motion. 5 Ayes. Motion carried.
5. Approval of Resolution No. 2019-05, designating PNC, M&T, Fulton, Members 1st and PLGIT as the banks for the depositing of Township Funds.

Motion made by Supervisor Toothaker, seconded by Supervisor Cantrell to approve Resolution 2019-05. Vote on Motion. 5 Ayes. Motion carried.

6. Approval of Resolution No. 2019-06, appointing a member(s) of the Zoning Hearing Board.

Motion made by Supervisor Toothaker, seconded by Vice-Chair Kauffman to reappoint Paul Fisher to a five-year term ending 12/31/23 and appoint Steven Wharton to fill the remainder of James Novinger's term ending 12/31/19. And, to appoint James Novinger to fill the remainder of Steven Wharton's term ending 12/31/19. Vote on Motion. 5 Ayes. Motion carried.

7. Approval of Resolution No. 2019-07, setting 2018 wages.

Motion made by Supervisor Toothaker, seconded by Supervisor Cantrell, to approve Resolution 2019-07 as is with the exception of the wages for the new Office Assistant position paying \$14.00/hr. instead of \$12.00/hr. Vote on Motion. 5 Ayes. Motion carried.

8. Approval of Resolution No. 2019-08, establishing the IRS rate of mileage reimbursement for the use of personal vehicles on Township business. IRS 2019 rate: \$.58/ mile.

Motion made by Supervisor Cantrell, seconded by Supervisor Toothaker to approve Resolution 2019-08. Vote on Motion. 5 Ayes. Motion carried.

XVIII. OTHER BUSINESS

The Board agreed, by consensus, for Brent to look into purchasing a new Vactor truck and spend up to \$65,000.00

The Board recessed to Executive Session at 5:57 P.M. to discuss personnel.
The Board reconvened from Executive Session at 7:06 P.M.

XIX. ADJOURNMENT

Motion made by Supervisor Toothaker, seconded by Supervisor Cantrell, to adjourn the January 7, 2019 Reorganization Meeting of the Newberry Township Board of Supervisors at 7:11 P.M. Vote on Motion. 5 Ayes. Motion carried.

Respectfully Submitted,

Gail Bryner
Assistant Secretary