

**NEWBERRY TOWNSHIP
BOARD OF SUPERVISORS**

**REORGANIZATION MINUTES
January 6, 2020**

I. Supervisor Miller called the meeting to order at 5:39 P.M.

Present: Tony Miller, Supervisor
 Brandt Cook, Supervisor
 Maxine Kauffman, Supervisor
 David Kirkpatrick, Supervisor
 Clair Wintermyer, Supervisor
 Steve Lutz, Chief of Police
 Brent Zeiders, Wastewater Services Coordinator
 Public Works Director, Scott Getgen
 Andrew Miller, Solicitor

II. NOMINATION AND ELECTION OF CHAIRMAN OF THE BOARD:

Motion by Supervisor Wintermyer, seconded by Supervisor Cook, to nominate Supervisor Kirkpatrick as Chairman of the Board. Vote on Motion to elect Supervisor Kirkpatrick as Chairman of the Board. 4 Ayes 1 abstain. Motion carried. Supervisor Miller turned the meeting over to Chairman Kirkpatrick.

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

Motion by Chairman Kirkpatrick, to nominate Supervisor Wintermyer as Vice-Chairman of the Board. Motion made by Supervisor Cook, to nominate Supervisor Kauffman as Vice-Chairman of the Board, Seconded by Supervisor Miller. Vote on the motion to elect Supervisor Kauffman as Vice-Chairman of the Board. 3 ayes. Motion carried.

IV. PUBLIC COMMENT:

William Toothaker of 55 Water St. asked when/if the Re-organization meeting agenda was posted to the website. Chairman Kirkpatrick confirmed agenda was posted. Mr. Toothaker then asked about the Twp. Mgr. position and whether or not the board had plans to advertise the position to the public or if any decision had been made to fill the vacancy. Solicitor Miller responded that no decision had been made and will make a decision after executive session.

V. APPOINTMENTS:

a. Manager, Secretary/Treasurer- Solicitor addressed this during public comment.

Chairman Kirkpatrick went through b-f for all in favor or opposed as follows: 4 Ayes. Motion carried.

b. Jeff Martz, Zoning Officer/Building Code Official

c. Jane Deamer, Comptroller/Treasurer/Asst. Secretary

- d. Christie Fournier, Office Assistant
- e. Margaret Clark, Police Administrative Assistant
- f. Nicole Wible, Police Clerk

Motion made by Vice-Chairman Kauffman to appoint Gary Morrow as the Sewage Enforcement officer (g), Chairman Kirkpatrick asked for all in favor or opposed, 4 ayes. Motion carried

- g. Gary Morrow, Sewage Enforcement Officer

Chairman Kirkpatrick asked the board for all in favor or opposed, to appoint h-q as follows: Vote on Motion. 4 Ayes. Motion carried.

- h. Brandt Fink, Paul Rodrigo, Pennoni Associates, Alternate Sewage Enforcement Officers
- i. MPL, Andrew Miller
- j. Pillar and Aught, Labor Attorney
- k. Pennoni Associates, Engineer
- l. Steve Lutz, Police Chief
- m. Scott Getgen, Public Works Director
- n. Brent Zeiders, Wastewater Services Coordinator
- o. Angela Seitz, Administrative Assistant
- p. John Belaus, Sewer Laborer
- q. Alan Enders, Plant Operator Level I

VI. AUTHORIZE SUPERVISORS TO SERVE AS TOWNSHIP EMPLOYEES:

Motion made by Supervisor Miller, seconded by Vice-Chairman Kauffman, to authorize Supervisors to serve as Township Employees. Vote on Motion. 5 Ayes. Motion carried.

VII. SET TREASURER BOND AT \$1 MILLION FOR TREASURER AND SECRETARY:

Solicitor Miller asked the board to consider removing the word "SECRETARY" And replacing it with MANAGER for when the position is filled.

Motion made by Supervisor Miller, seconded by Supervisor Cook to set Newberry Township's Treasurer's Bond at \$1 Million for Treasurer and Manager for 2020. Vote on Motion. 5 Ayes. Motion carried.

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

Chairman Kirkpatrick wanted clarification that the wording for this appointment is correct moving forward with using Twp. Manager. Solicitor Miller confirmed.

Motion made by Supervisor Miller, seconded by Vice-Chairman Kauffman 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 Miller, seconded by Vice-Chairman Kauffman to appoint Christie Fournier, Open Records Officer and the Twp. Manager, Alternate Open Records Officer for the Township and Steve 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 Vice-Chairman Kauffman, seconded by Supervisor Miller to appoint Twp. Manager, to the York County Planning Commission Local Advisory Committee. Vote on Motion. 4 Ayes. Motion carried.

XI. NEWBERRY TOWNSHIP PLANNING COMMISSION:

Motion made by Supervisor Cook, seconded by Supervisor Wintermyer to reappoint Dave Parsons to the Newberry Township Planning Commission for a four-year term ending 12/31/23, and Joseph Wojtysiak for a four-year term ending 12/31/23. Vote on motion. 4 ayes. Motion carried. Supervisor Miller points out that there is a vacancy on the planning commission and states that there were applicants but that the folder has been misplaced. Chairman Kirkpatrick asked Christie Fournier to advertise this vacancy on the website.

XII. NEWBERRY TOWNSHIP POLICE COMMISSIONER:

Motion made by Supervisor Cook, seconded by Supervisor Miller, to appoint the Chairman of the Board as the Police Commissioner. Vote on motion. 4 ayes. Motion carried.

XIII. NEWBERRY TOWNSHIP VACANCY BOARD CHAIRMAN:

Motion made by Vice-Chairman Kauffman, seconded by Supervisor Miller to re-appoint Mark Doemland as the Newberry Township Vacancy Board Chairman. Supervisor Wintermyer objects, Chairman Kirkpatrick also objects and further states Mr. Doemland is on the Board of Auditors and may not hold a board position on the Vacancy board per second class township code rules. Chairman Kirkpatrick hands out written evidence as such and Solicitor Miller concedes that this may not happen. Vice-Chairman Kauffman then asked Solicitor Miller if the board can give Mr. Doemland the option to step down from the Board of Auditors so he can accept the Chairman nomination on the Vacancy board. Solicitor Miller agrees that the option can be given. No vote on motion.

XIV. APPOINT NEWBERRY TOWNSHIP REPRESENTATIVE TO LEWISBERRY SEWER AUTHORITY:

Motion made by Vice-Chairman Kauffman, seconded by Supervisor Miller to appoint Paul Fisher for a five-year term expiring 12/31/24. Vote on motion. 4 ayes. Motion carried

XV. AUTHORIZE PSATS CONVENTION ATTENDANCE (May 3-6, 2020 in Hershey) & APPOINT VOTING DELEGATE

Motion made by Vice-Chair Kauffman, seconded by Supervisor Miller to authorize the Twp. Manager to attend and appointed as the Voting Delegate. Vote on Motion. 4 Ayes. Motion carried.

XVI. APPROVAL OF THE NEWBERRY TOWNSHIP FIRE DEPARTMENT LIST OF FIRE POLICE FOR JANUARY 1, 2020 THROUGH DECEMBER 31, 2020 @ MIDNIGHT ON FILE WITH THE CHIEF OF POLICE.

Motion made by Supervisor Miller, seconded by Vice-Chairman Kauffman to approve the list. Vote on Motion. 4 Ayes. Motion carried.

XVII. RESOLUTIONS:

1. Approval of Resolution No. 2020-01, Order to conduct meetings.

Motion made by Vice-Chairman Kauffman, seconded by Supervisor Cook to approve Resolution 2020-01. Vote on Motion. 4 Ayes. Motion carried.

2. Approval of Resolution No. 2020-02, establishing the fee schedule, for Newberry Township.

Motion made by Supervisor Wintermyer, seconded by Supervisor Cook to approve Resolution 2020-02. Vote on Motion. 4 Ayes. Motion carried.

3. Approval of Resolution No. 2020-03, establishing employee contributions to the Newberry Township Police Pension Plan for plan year 2020.

Motion made by Supervisor Cook, seconded by Supervisor Miller to approve Resolution 2020-03. Vote on Motion. 4 Ayes. Motion carried.

4. Approval of Resolution No. 2020-04, establishing employee contributions to the Newberry Township Non-Uniformed Pension Plan for plan year 2020.

Motion made by Supervisor Cook, seconded by Supervisor Miller to approve Resolution 2020-04. Vote on Motion. 4 Ayes. Motion carried.

5. Approval of Resolution No. 2020-05, designating PNC, M&T, Fulton, Members 1st and PLGIT as the banks for the depositing of Township Funds.

Motion made by Supervisor Cook, seconded by Supervisor Miller to approve Resolution 2020-05. Vote on Motion. 4 Ayes. Motion carried.

6. Approval of Resolution No. 2020-06, appointing a member(s) of the Zoning Hearing Board.

Motion made by Supervisor Cook, seconded by Supervisor Miller to reappoint Steve Wharton to a five-year term ending 12/31/24 and reappoint James Novinger to a five-year term ending 12/31/24. Vote on Motion. 4 Ayes. Motion carried.

7. Approval of Resolution No. 2020-07, setting 2020 wages.

Motion made by Supervisor Cook, seconded by Vice-Chairman Kauffman, to approve Resolution 2020-07. Vote on Motion. 3 Ayes. Supervisor Wintermyer opposed. Motion carried.

8. Approval of Resolution No. 2020-08, establishing the IRS rate of mileage reimbursement for the use of personal vehicles on Township business. IRS 2020 rate: \$.58/mile.

Motion made by Supervisor Cook, seconded by Supervisor Miller to approve Resolution 2020-08. Vote on Motion. 4 Ayes. Motion carried.

XVIII. OTHER BUSINESS

Chief Lutz addressed the board to ask them to consider making a motion to address what was discussed in December for a feasibility study to offer Manchester borough police services. Chairman Kirkpatrick started to make the motion; Supervisor Miller interjected to remind Chairman Kirkpatrick that as Chairman he may not make a motion. Vice-Chairman Kauffman made the motion, seconded by Supervisor Wintermyer to approve Chief Lutz and a member of the board to conduct a feasibility study for police services to Manchester Borough. Supervisor Miller states the budget is already at \$3 million dollars and the township cannot support another borough because the services rendered outweigh the rates collected from other boroughs. Supervisor Cook states the Township is not in the police business. Supervisor Wintermyer notes that the feasibility study will not cost the township, but give a clear picture as to whether or not the township could possibly make money doing this. Vote on Motion. 3 ayes, 2 opposed. Motion carried. Chairman Kirkpatrick asked the board for a volunteer to assist Chief Lutz. Supervisor Wintermyer volunteered.

The Board recessed to Executive Session at 6:05 P.M. to discuss personnel issues.

The Board reconvened from Executive Session at 6:59 P.M.

Chairman Kirkpatrick announced the Township Manager position will be posted to the public to be filled.

Solicitor Miller asked the board if they planned to make a motion to extend the moratorium on River Rd. Motion made by Supervisor Miller, seconded by Supervisor Cook to extend the moratorium for 30 days on River Rd. enforcement. Vote on motion. 4 ayes. Motion carried.

XIX. ADJOURNMENT

Motion made by Supervisor Miller, seconded by Supervisor Wintermyer to adjourn the January 6, 2020 Reorganization Meeting of the Newberry Township Board of Supervisors at 7:00 P.M. Vote on Motion. 4 Ayes. Motion carried.

Respectfully Submitted,