

**Newberry Township
Board of Supervisors
Reorganization Minutes
January 2, 2024**

I. Solicitor James Sanders called the meeting to order at 5:30 P.M.

Attendance

Supervisor, David Kirkpatrick	Township Manager, Tony Miller
Supervisor, Aaron Schwartz	Police Chief, Steven Lutz
Supervisor, Clair Wintermyer	
Supervisor, Diane Shellenhamer	
Supervisor, Rob Harkins	
Solicitor, James Sanders	

II. **Nomination and Election of Chairman of the Board**

NOMINATION by Supervisor Wintermyer to appoint Supervisor Harkins as the Chairman, seconded by Supervisor Kirkpatrick. There were no other nominations. The roll call vote carried unanimously.

Nomination and Election of Vice-Chairman of the Board

NOMINATION by Chairman Harkins to nominate Supervisor Shellenhamer as the Vice-Chair, seconded by Supervisor Wintermyer. The roll call vote carried unanimously.

III. **Public Comment**

No public comment.

IV. **Appointments**

1. **Manager/Secretary/Asst. Treasurer:** Anthony Miller
2. **Zoning Officer/ Building Code Official:** Jeremy Eutz
3. **Alternate Zoning Officer/Building Code Official:** Donna Donald
4. **Comptroller/ Treasurer/Asst. Secretary:** Jane Deamer
5. **Sewage Enforcement Officer:** Brent Zeider
6. **Alternate Sewage Enforcement Officer:** Gary Morrow
7. **Solicitor:** MPL, James Sanders
8. **Labor Attorney:** Cory Iannacone, Pillar and Aught
9. **Engineer:** Bill Rudy, Pennoni Associates
10. **Police Chief:** Steven Lutz
11. **Third Party Inspection Services:** Commonwealth Code and Approved Code

MOTION by Supervisor Kirkpatrick to approve all appointments, seconded by Vice Chairman Shellenhamer

V. **Authorize Supervisors to serve as Township Employees**

MOTION by Supervisor Schwartz to authorize supervisors to serve as Township Employees. The motion, seconded by Supervisor Kirkpatrick, carried unanimously.

VI. **Set Treasurer Bond at \$1 million for Treasurer and Manager**

MOTION by Supervisor Wintermyer to set bond at \$1 Million. The motion, seconded by Supervisor Schwartz, carried unanimously.

VII. Authorize Township Manager to appoint Township staff to serve as Township employee within another department

MOTION by Supervisor Kirkpatrick to authorize Township Manager to appoint staff. The motion, seconded by Supervisor Schwartz, carried unanimously.

VIII. Appoint Open Records Officer: Township: Anthony Miller Alternate; Wendy Etter Police Department: Steven Lutz Alternate: Braxton Ditty

MOTION by Supervisor Kirkpatrick to appoint Open Records Officer. The motion, seconded by Supervisor Schwartz, carried unanimously.

IX. Appoint York County Planning Commission Local Advisory Committee: Anthony Miller

MOTION by Supervisor Wintermyer to appoint Anthony Miller to York County Planning Commission Local Advisory. The motion, seconded by Supervisor Schwartz, carried unanimously.

X. Appoint Newberry Township Planning Commission Members: Dave Parsons 4-year Term

MOTION by Supervisor Wintermyer to appoint Dave Parsons for 4-year term. The motion, seconded by Vice-Chair Harkins, carried unanimously.

XI. Appoint Newberry Township Police Commissioner

MOTION by Supervisor Kirkpatrick to appoint Chief Lutz as Newberry Township Police Commissioner. The motion, seconded by Vice-Chair Shellenhamer, carried unanimously.

XII. Appoint Newberry Township Vacancy Board Chairman

MOTION by Supervisor Wintermyer to re-appoint Dave Parsons as Vacancy Board Chairman. The motion, seconded by Supervisor Kirkpatrick, carried unanimously.

XIII. Newberry Township Representative to Lewisberry Sewer Authority

MOTION by Supervisor Schwartz for Paul Fisher for a 5 year term. The motion, seconded by Supervisor Kirkpatrick, carried unanimously.

XIV. Authorize PSATS Convention Attendance (April 14-17, 2024 in Hershey) & Appoint Voting Delegate

MOTION by Supervisor Kirkpatrick to appoint Anthony Miller as the PSATS voting delegate. The motion, seconded by Supervisor Wintermyer, carried unanimously.

XV. Resolutions

Approval of Resolution 2024-01: Order to Conduct Meetings

MOTION by Supervisor Schwartz to approve Resolution 2024-01. The motion, seconded by Supervisor Kirkpatrick, carried unanimously.

Approval of Resolution 2024-02: Establishing the fee schedule for Newberry Township

MOTION by Supervisor Kirkpatrick to approve Resolution 2024-02. The motion, seconded by Supervisor Schwartz, carried unanimously.

Approval of Resolution 2024-03: establishing employee contribution to the Newberry Township Police Pension Plan for 2024

MOTION by Chairman Harkins to approve Resolution 2024-03. The motion, seconded by Supervisor Schwartz, carried unanimously.

Approval of Resolution 2024-04: establishing employee contributions to the Newberry Township Non-Uniformed Pension Plan for 2024

MOTION by Supervisor Kirkpatrick to approve Resolution 2024-04. The motion, seconded by Supervisor Schwartz, carried unanimously.

Approval of Resolution 2024-05: designating M&T, Member's 1st, Traditions and PLGIT, as the banks for Township funds

MOTION by Supervisor Kirkpatrick to approve Resolution 2024-05. The motion, seconded by Supervisor Schwartz, carried unanimously.

Approval of Resolution 2024-06: setting 2024 wages

MOTION by Supervisor Kirkpatrick to approve Resolution 2024-06. The motion, seconded by Supervisor Schwartz, carried unanimously.

Approval of Resolution 2024-07: establishing the IRS rate of mileage reimbursement for the use of personal vehicles on Township business at .67 per mile

MOTION by Supervisor Schwartz to approve Resolution 2024-07. The motion, seconded by Chairman Harkins, carried unanimously.

Approval of Resolution 2024-08: Appointing a member of the Zoning Hearing Board – Paul Fisher

MOTION by Supervisor Kirkpatrick to approve Resolution 2024-08. The motion, seconded by Supervisor Wintermyer, carried unanimously.

XVI. Other Business

2024 Agreement for Goldsboro Police Services

MOTION by Supervisor Kirkpatrick to approve the 2024 agreement for Goldsboro police services. The motion, seconded by Supervisor Wintermyer, carried unanimously.

2024 Agreement for York Haven Police Services

MOTION Tabled until we receive the agreement.

XVII. Executive Session

No Executive Session held.

Adjournment

MOTION by Supervisor Kirkpatrick to adjourn the meeting at 6:00 P.M. The motion, seconded by Chairman Harkins, carried unanimously.

Respectfully Submitted,



Tony Miller, Manager

