

**Newberry Township  
Board of Supervisors  
Reorganization Minutes  
January 4, 2021**

- I. Solicitor Doug Myers called the meeting to order at 5:40 P.M.

**Attendance**

Chairman, David Kirkpatrick	Township Manager, Tony Miller
Vice-Chairman, Maxine Kauffman	Police Chief, Steve Lutz
Supervisor, Clair Wintermyer	Public Works Director, Scott Getgen
Supervisor, Brandt Cook	Wastewater Services Coordinator, Brent Zeiders
Supervisor, Mario Eckert	Zoning Officer, Jeff Martz
Solicitor, Doug Myers	Fire Chief, Gary Hatterer

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

MOTION by Supervisor Cook to appoint Mario Eckert as the Chairman. The motion, seconded by Supervisor Kauffman, carried unanimously.

**III. Nomination and Election of Vice-Chairman of the Board**

MOTION By Supervisor Kirkpatrick to nominate Clair Wintermyer as the Vice-Chair. The motion, Seconded by Supervisor Kauffman, carried unanimously.

**IV. Public Comment**

No Public Comment

**V. Appointments**

- a. **Manager/Secretary/Asst. Treasurer:** Anthony Miller
  - i. Motion by Supervisor Kauffman, Seconded by Supervisor Cook
- b. **Zoning Officer/ Building Code Official:** Jeff Martz
  - i. Motion by Supervisor Kirkpatrick, Seconded by Vice-Chair Wintermyer
- c. **Comptroller/ Treasurer/Asst. Secretary:** Jane Deamer
  - i. Motion by Supervisor Kirkpatrick, Seconded by Supervisor Kauffman
- d. **Office Administrative Assistant:** Laura Kauffman
  - i. Motion by Supervisor Kauffman, Seconded by Supervisor Kirkpatrick
- e. **Police Administrative Assistant:** Margaret Clark
  - i. Motion by Vice-Chair Wintermyer, Seconded by Supervisor Kirkpatrick
- f. **Police Clerk:** Nicole Wible
  - i. Motion by Vice-Chair Wintermyer, Seconded by Supervisor Kirkpatrick
- g. **Sewage Enforcement Officer:** Gary Morrow
  - i. Motion by Vice-Chair Wintermyer, Seconded by Supervisor Kauffman

- h. **Alternate Sewage Enforcement Officer:** Brandt Fink Jr.
  - i. Motion by Supervisor Kauffman, Seconded by Supervisor Cook
- i. **Solicitor:** MPL, Andrew Miller
  - i. Motion by Supervisor Kauffman, Seconded by Supervisor Cook
- j. **Labor Attorney:** Pillar and Aught
  - i. Motion by Supervisor Kauffman, Seconded by Supervisor Cook
- k. **Engineer:** Penmoni Associates
  - i. Motion by Supervisor Kauffman, Seconded by Supervisor Kirkpatrick
- l. **Police Chief:** Steve Lutz
  - i. Motion by Supervisor Kirkpatrick, Seconded by Supervisor Kauffman
- m. **Public Works Director:** Scott Getgen
  - i. Motion by Supervisor Kauffman, Seconded by Supervisor Cook
- n. **Wastewater Services Coordinator:** Brent Zeiders
  - i. Motion by Supervisor Kauffman, Seconded by Supervisor Cook
- o. **Sewer Administrator/HR Coordinator:** Gayle Russell
  - i. Motion by Supervisor Kirkpatrick, Seconded by Supervisor Cook
- p. **Sewer Laborer:** John Belaus
  - i. Motion by Supervisor Kauffman, Seconded by Supervisor Kirkpatrick
- q. **Plant Operator Level I:** Alan Enders
  - i. Motion by Supervisor Kauffman, Seconded by Supervisor Cook

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

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

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

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

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

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

**IX. Appoint Open Records Officer: Township: Anthony Miller **Alternate;** Laura Kauffman**

**Police Department:** Steven Lutz **Alternate:** Braxton Ditty

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

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

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

**XI. Appoint Newberry Township Planning Commission Members**

MOTION by Supervisor Kauffman to re-appoint Dale Jackson and Jeffry Holland. The motion, seconded by Vice-Chair Wintermyer, carried unanimously.

**XII. Appoint Newberry Township Police Commissioner**

MOTION by Supervisor Cook to appoint Chairman Eckert as Newberry Township Police Commissioner. The motion, seconded by Supervisor Kauffman, carried unanimously.

**XIII. Appoint Newberry Township Vacancy Board Chairman**

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

**XIV. Newberry Township Representative to Lewisberry Sewer Authority**

MOTION by Supervisor Kauffman for Paul Fisher to continue 2<sup>nd</sup> year of term. The motion, seconded by Vice-Chair Wintermyer, carried unanimously.

**XV. Authorize PSATS Convention Attendance (April 18-21, 2021 in Hershey) & Appoint Voting Delegate**

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

**XVI. Approval of the Newberry Township Fire Department List of Fire Police for January 1, 2021 through December 31, 2021 at Midnight on file with the Chief of Police**

MOTION by Supervisor Kauffman to approve the Fire Department list. The motion, seconded by Supervisor Cook, carried unanimously.

**XVII. Resolutions**

- a. Consideration of Resolution 2021-01: Order to Conduct Minutes

MOTION by Supervisor Kauffman. The motion, seconded by Supervisor Kirkpatrick, carried unanimously.

- b. Approval of Resolution 2021-02: Establishing the fee schedule for Newberry Township

MOTION by Supervisor Kauffman to approve 2021 Fee Schedule. The motion, seconded by Supervisor Cook, carried unanimously.

- c. Approval of Resolution 2021-03: establishing employee contribution to the Newberry Township Police Pension Plan for 2021

MOTION by Vice-Chair Wintermyer to approve Police Pension Plan. The motion, seconded by Supervisor Kauffman, carried unanimously.

- d. Approval of Resolution 2021-04: establishing employee contributions to the Newberry Township Non-Uniformed Pension Plan for 2021

MOTION by Supervisor Kauffman to approve employee contributions for 2021. The motion, seconded by Supervisor Kirkpatrick, carried unanimously.

e. Approval of Resolution 2021-05: designating PNC, M&T, Member's 1<sup>st</sup>, York Traditions and PLGIT, as the banks for Township funds  
MOTION by Supervisor Kauffman to designate banks for Township Funds. The motion, seconded by Supervisor Kirkpatrick, carried unanimously.

f. Approval of Resolution 2021-06: setting 2021 wages  
MOTION by Supervisor Kauffman to set 2021 wages. The motion, seconded by Supervisor Kirkpatrick, carried unanimously.

g. Approval of Resolution 2021-07: establishing the IRS rate of mileage reimbursement  
MOTION by Supervisor Kauffman to set mileage reimbursement to \$.56 cents per mile. The motion, seconded by Vice-Chair Wintermyer, carried unanimously.

**XVIII. Other Business**

a. Pennoni Rate schedule for Fiscal year 2021  
MOTION by Supervisor Kauffman to approve Pennoni rate. The motion, seconded by Supervisor Cook, carried unanimously.

**XIX. Executive Session**

Chairman Eckert stated personnel issues were discussed during executive Session. Zoning Officer Jeff Martz resigned and took a position closer to his home. The job will be posted on the Township Website soon.

**Adjournment**

MOTION by Supervisor Kirkpatrick to adjourn the meeting at 7:13 P.M., seconded by Supervisor Kauffman