

Newberry Township Board of Supervisors September 23, 2025

Meeting Minutes

Call to Order at 6:00 PM

The meeting was called to order. The Board held a moment of silence prior to the meeting for fallen law enforcement officers from a neighboring municipality.

Pledge of Allegiance

The Pledge of Allegiance was conducted.

Announcements

It was announced that the Board of Supervisors held an executive session prior to the meeting where they discussed some legal issues.

Public Comments

Deb Popp of 287 Garriston Road expressed concerns about rumors that she had stolen items from the township offices. She asked if any board members had heard these allegations. Supervisor Harkins stated he had not heard such accusations and Supervisor Gonzalez noted that Ms. Popp is held in high regard in the township.

Tony Miller of 115 St. Andrews Way reminded the board that the meeting is an official board meeting with a posted agenda and not an open forum nor a debate. He stated that he, Jane Harman, and Mario Eckerd are unified in committing to transparency and fiscal responsibility for township residents and taxpayers without compromising public safety. He invited residents to a "Meet the Candidate" night at Rocket Pizza on Wednesday, October 22nd from 6-8 PM.

Jane Harman of 205 Hemlock Lane requested that documents be properly oriented in the meeting packets as some reports were sideways, making them difficult to view. She also asked for clarification regarding the Intergovernmental Agreement with the West Shore School District.

Chief Lutz explained that the agreement involved cooperation with the school district regarding cameras on school buses that would catch individuals violating the law by passing stopped school buses with activated lights. He clarified that this would be a civil citation process, with the company issuing the citations after police verify violations, and that the township would receive \$25 for each citation issued.

David Parsons of 200 Winding Hill Drive provided information about the Planning Commission, explaining that it is an advisory committee to the Board of Supervisors that reviews land development plans. He described the commission's duties, which include ensuring compliance with subdivision, land development, zoning, and stormwater management ordinances. Mr. Parsons noted that he has served on the commission for 12 years, with 5 years as Chairman, and encouraged interested residents to apply for the vacant positions.

Maxine Kauffman of 540 Paddletown Road questioned how much money Tony Miller received when he retired from his township position. Board members indicated they did not have the exact figure available. Ms. Kauffman also expressed concerns about transparency and the appointment of candidates to the ballot.

Approval of the Minutes

Approval of the meeting minutes for September 9, 2025

Motion made by Chairman Kirkpatrick to approve the minutes of September 9, 2025. Second by Supervisor Harkins. Motion carried unanimously.

Land Development & Subdivision Plan Review

No items were presented.

Reports

Public Safety

Chief Lutz reported that the Newberry Fire Department is having bingo events on September 26th, October 10th, and October 24th at 5:30 PM. He also noted that York Haven Fire Department has a corn soup sale scheduled for November 8th.

For the Police Department, Chief Lutz reported that in August, the department handled 1,146 calls for service, including 1 aggravated assault, 1 burglary, 11 thefts, 7 drug offenses, 4 DUIs, 8 simple assaults, 1 sexual assault, and 3 harassments. Additionally, they responded to 194 other calls, including 15 domestic incidents and 30 traffic accidents. Officers issued 88 citations, 140 warnings, and 16 non-traffic citations, and made 37 misdemeanor and/or felony arrests.

Chief Lutz thanked the Board for the moment of silence held for the fallen officers from a neighboring municipality: Detective Mark Baker, Detective Isaiah Emenheiser, and Detective Sergeant Cody Becker. He noted that services would be held on Thursday at Living Hope Church in York for family and police officers.

Events Committee

Vice Chairman Shellenhamer reported on the success of the September 20th Music in the Park event, noting a great turnout for the second event. The next event was announced for October 4th at the Shoppes of Susquehanna from 4-9 PM, featuring kids' activities including face painting and pumpkin painting.

Supervisors

Supervisor Harkins thanked the Chief, Lieutenant, and all officers for their service, noting that the recent event involving fallen officers made him think of them.

Chairman Kirkpatrick announced his resignation as Chairman of the Board of Supervisors, effective immediately. He stated that the Vice Chairman Shellenhamer, would take over, but noted that a new Chairman could not be appointed during that meeting due to Sunshine law requirements, so the formal appointment would need to happen at the next meeting.

All other reports had nothing to add.

Old Business

Motion to approve the Intergovernmental Agreement with West Shore School District

Manager Schwartz noted that the agreement signed by the school district was not the same version the township had prepared. The township's version included a 90-day termination clause that was not in the school district's signed version. The version being voted on by the Board included the 90-day termination clause and would need to be resubmitted to the school district for their approval.

Motion made by Chairman Kirkpatrick to approve the Intergovernmental Agreement with West Shore School District. Second by Supervisor Harkins. Motion carried unanimously.

New Business

Presentation by Wellspan

Vice Chairman Shellenhamer expressed appreciation that WellSpan chose the Newberry community for their new hospital.

Daniel Hernandez, Vice President of Neighborhood Hospitals and President of WellSpan Newberry, Shrewsbury, and Carlisle hospitals, presented information about the new facility. He introduced Vicki Diamond, Senior Vice President for WellSpan Health, and Dr. Nick Bertone, who will serve as the Medical Director for the emergency department.

Mr. Hernandez explained that the model for these smaller hospitals originated from the concept of field hospitals in combat zones. The Newberry facility will be 18,000 square feet with 10 emergency room beds and 10 inpatient beds. Key features include:

- 24/7 emergency department with board-certified emergency physicians
- Capability to treat all types of medical emergencies
- Average wait times of 5-10 minutes to see a physician
- Average total visit time of 80 minutes (check-in to discharge)
- Laboratory turnaround times averaging 15 minutes (compared to 60-90 minutes at larger facilities)
- On-site imaging (X-ray and CT) across the hall from patient rooms
- Patient-to-nurse ratio of 1:3
- Virtual hospitalist program with telemedicine capabilities
- Average EMS turnaround time of 9 minutes (compared to 30 minutes at traditional facilities)

The hospital will be capable of handling common conditions like chest pain, pneumonia, flu, congestive heart failure, asthma, COPD, and diabetic emergencies. If patients require more specialized care, they will be stabilized and transferred to a larger hospital.

The facility is scheduled to open in February 2026, and WellSpan plans to host an open house for residents before opening.

Approve 2026 propane bid, Rhoads Energy, \$1.09 per gallon

Motion made by Supervisor Harkins to approve the 2026 propane bid for Rhoads Energy at \$1.09 per gallon. Second by Supervisor Kirkpatrick. Motion carried unanimously.

Approve Fireman's Relief Disbursement

Supervisor Kirkpatrick explained that these funds come from taxes on homeowners' insurance and are distributed to fire departments for safety equipment and training. The funds are audited every three years by the state.

Motion made by Supervisor Kirkpatrick to approve the Fireman's Relief Disbursement as follows: Newberry - \$50,825.41 (50%), Goldsboro - \$25,412.72 (25%), York Haven - \$25,412.72 (25%), for a total of \$101,650.85. Second by Supervisor Harkins. Motion carried unanimously.

Adopt Amended Resolution No. 2025-29 authorizing submission of an LSA (Category 4 Facilities Local Share Assessment) Grant application

to the Commonwealth Financing Authority up to \$425,000 for the Public Works Compliance & Accountability Project

Vice Chairman Shellenhamer noted that this Grant application was for a street sweeper.

Motion made by Supervisor Harkins to approve Resolution 2025-29. Second by Supervisor Gonzalez.
Motion carried unanimously.

Adopt Amended Resolution No. 2025-30 authorizing submission of an LSA (Category 4 Facilities Local Share Assessment) grant application up to \$260,000 for two fully upfitted patrol vehicles

Motion made by Chairman Kirkpatrick to approve Resolution 2025-30. Second by Supervisor Harkins.
Motion carried unanimously.

Motion to Adopt Resolution 2025-33 approving Amendment No. 1 the direct allocations of a portion of the Manager, Comptroller (Treasurer), Admin Salaries, effective January 1, 2025, to the Sewer Cash Management Policy

Supervisor Kirkpatrick explained that this resolution formalized the allocation of portions of certain employees' salaries to the sewer fund, a practice that had been occurring for a couple of years without a formal resolution.

Motion made by Supervisor Kirkpatrick to approve Resolution 2025-33. Second by Supervisor Gonzalez.
Motion carried unanimously.

Motion to approve and publish the Consolidated Sewer Cash Management Policy (Amended September 23, 2025) reflecting Resolution 2025-33 and Amendment No. 1

Manager Schwartz explained that this motion ties everything together, as there was already a policy in place from 2017, and the amendment voted on in the previous item would be attached to this policy.

Motion made by Supervisor Kirkpatrick to approve and publish the Consolidated Sewer Cash Management Policy. Second by Supervisor Gonzalez. Motion carried unanimously.

Adopt Resolution 2025-34 Amending and Supplementing Resolution 2023-09 to Identify the Sources of Interim Financing for the Multi-Use Emergency Services Building and Construction Project

Manager Schwartz explained that they were still working on submittal to the office of budget for the Grant. The scope had to be changed slightly, which changed the numbers, and they needed to verify accounts to show they had funds that were not part of the loan process.

Motion made by Supervisor Kirkpatrick to adopt Resolution 2025-34. Second by Supervisor Harkins.
Motion carried unanimously.

Motion to Authorize a \$3,000 transfer within the General Fund to the Events Committee – General Fund line item to support upcoming community events

Vice Chairman Shellenhamer noted that this transfer had been discussed earlier in the year and they were just now processing it.

Motion made by Supervisor Harkins to authorize a \$3,000 transfer within the General Fund to the Events Committee. Second by Supervisor Gonzalez. Motion carried unanimously.

Motion to Adopt Resolution 2025-35 authorizing the Comptroller/Treasurer to open a PLGIT Fire Tax Account to transfer \$350,000 from the ACNB (formerly Traditions) Fire Tax Account ending X98582 into the new PLGIT Fire Tax Account, with funds remaining restricted to fire tax purposes

Motion made by Supervisor Kirkpatrick to adopt Resolution 2025-35. Second by Supervisor Harkins.
Motion carried unanimously.

Motion to discontinue the Township's subscription to Savvy Citizen effective December 31, 2025, and to not renew for calendar year 2026

Motion made by Supervisor Kirkpatrick to discontinue the Township's subscription to Savvy Citizen effective December 31, 2025. Second by Supervisor Gonzalez. Motion carried unanimously.

Motion to authorize the Township Manager to recruit, interview, and hire one Sewer Laborer

Township Manager Aaron clarified that this position was to replace an employee who had left approximately two days ago.

Motion made by Supervisor Harkins to authorize the Township Manager to hire a new sewer laborer.
Second by Supervisor Gonzalez. Motion carried unanimously.

Motion to move and amend the General Fund budget to appropriate \$250 for five (5) memorial bricks (\$50 each) to recognize fallen first responders

Vice Chairman Shellenhamer explained that these memorial bricks would be for township personnel who had been lost over the past 5-10 years and would be placed under the American flag.

Motion made by Supervisor Kirkpatrick to appropriate \$250 for five memorial bricks to recognize fallen first responders. Second by Supervisor Harkins. Motion carried unanimously.

Motion to approve the hiring of Ellen Mitchell to the position of Sewer Administrator, effective October 1, 2025, at a rate of \$25.00 per hour

Vice Chairman Shellenhamer noted that this hire would replace Donna Donald, who had moved up to the Codes Enforcement Officer position.

Motion made by Supervisor Kirkpatrick to approve the hiring of Ellen Mitchell to the position of Sewer Administrator. Second by Supervisor Harkins. Motion carried unanimously.

Motion to approve Jason Christine to the Planning Commission term end date December 31, 2027

Motion made by Supervisor Kirkpatrick to approve Jason Christine to the Planning Commission with a term end date of December 31, 2027. Second by Supervisor Gonzalez. Motion carried unanimously.

Manager Schwartz thanked Mr. Christine for applying to serve on the Planning Commission.

Payment of Bills

Motion made by Supervisor Kirkpatrick to approve payment of the bill. Second by Supervisor Harkins.
Motion carried unanimously.

Adjournment

Motion made by Chairman Kirkpatrick to adjourn. Second by Supervisor Harkins. Motion carried unanimously.

The meeting was adjourned.

Respectfully Submitted,



Aaron Schwartz, Secretary

