

**Newberry Township
Board of Supervisors
Reorganization Minutes
January 6, 2025**

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

Attendance

Supervisor, David Kirkpatrick	Township Manager, Jamal Abodalo
Supervisor, Aaron Schwartz	Police Chief, Steven Lutz
Supervisor, Clair Wintermyer	
Supervisor, Diane Shellenhamer (virtual)	
Supervisor, Rob Harkins	
Solicitor, James Sanders	

II. Nomination and Election of Chairman of the Board

NOMINATION By Chairman Rob Harkins to appoint Supervisor Kirkpatrick as the Chairman, seconded by Supervisor Schwartz. There were no other nominations, carried unanimously.

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

NOMINATION By Supervisor Harkins to nominate Vice Chairman Shellenhamer as the Vice-Chair, seconded by Supervisor Schwartz, carried unanimously.

IV. Establishing Three (3) Committees to Meet on a Regular Basis. Each Committee will Consist of Two (2) Supervisors and Township Manager:

NOMINATION By Supervisor Harkins to nominate Supervisor Schwartz and Supervisor Wintermyer for the Financial Committee. There were no other nominations, carried unanimously.

NOMINATION By Chairman Kirkpatrick to nominate himself for the Economic Development Committee.
By Vice Chairman Shellenhamer to nominate herself for the Economic Development Committee. There were no other nominations, carried unanimously.

NOMINATION By Vice Chairman Shellenhamer to nominate herself and Supervisor Harkins for the Community Development Committee, seconded by Supervisor Wintermyer. There were no other nominations, carried unanimously.

V. Public Comment

Nevin Shenck – Resident, 575 Red Mill Road – Stated he wanted to make the Township aware that PennDOT has taken over the Red Mill bridge from the county. Mr. Shenck stated PennDOT is contemplating replacing the bridge with a two-lane bridge. His hope is that if the bridge is replaced that the Township can have some influence on what it looks like when completed. The time frame is a one and a half to two-year time frame. Supervisor Harkins offered to be Mr. Shenck's contact if needed. Supervisor Harkins will provide his contact information to Mr. Shenck after the public meeting.

VI. Appointments - Township Employees

- MOTION By Supervisor Schwartz to approve Jamal Abodalo as Manager/Secretary/Asst. Treasurer, seconded by Supervisor Wintermyer, carried unanimously.
- MOTION By Supervisor Schwartz to approve Steven Lutz as Police Chief, seconded by Supervisor Harkins, carried unanimously.
- MOTION By Supervisor Schwartz to approve Steven Lutz as Director of Public Safety, seconded by Supervisor Wintermyer, carried unanimously.
- MOTION By Supervisor Schwartz to approve Braxton Ditty as Assistant Director of Public Safety, seconded by Supervisor Harkins, carried unanimously.
- MOTION By Supervisor Schwartz to approve Jane Deamer as Comptroller/Treasurer/Assistant Secretary, seconded by Supervisor Wintermyer, carried unanimously.
- MOTION By Supervisor Schwartz to approve Braxton Ditty as Lieutenant of the Police Department, seconded by Supervisor Harkins, carried unanimously.
- MOTION By Supervisor Wintermyer to approve Jeremy Eutzy as Zoning Officer/Building Code Official, seconded by Supervisor Schwartz, carried unanimously.
- MOTION By Supervisor Schwartz to approve Donna Donald as Alternate Zoning Officer/Building Code Official, seconded by Supervisor Wintermyer, carried unanimously.
- MOTION By Supervisor Schwartz to approve Scott Getgen as Public Works Director, seconded by Supervisor Harkins, carried unanimously.
- MOTION By Supervisor Schwartz to approve Brent Zeiders as Wastewater Services Coordinator, seconded by Supervisor Wintermyer, carried unanimously.

VII. Appointments – Professional Services

- MOTION By Supervisor Schwartz to approve MPL Law Firm LLP, Mr. James R. Sander, Esquire the Solicitor for the Township, seconded by Supervisor Harkins, carried unanimously.
- MOTION By Supervisor Schwartz to approve Pillar and Aught the Labor Attorney for the Township, seconded by Supervisor Wintermyer, carried unanimously.
- MOTION By Supervisor Schwartz to approve Pennoni Associates, Mr. William Rudy, P.E. as the Township Engineer, seconded by Supervisor Harkins, carried unanimously.
- MOTION By Supervisor Wintermyer to approve Hinton and Associates IT Consultants for both operations of Administration and Municipal Emergency Services Building (MESB), seconded by Supervisor Harkins, carried unanimously.
- MOTION By Supervisor Schwartz to approve First Capital Engineering the Sewage Enforcement Officer, seconded by Supervisor Wintermyer, carried unanimously.

DISCUSSION Chairman Kirkpatrick explained Gary Morrow wants to retire, and this is for on lot septic systems. Supervisor Harkins and Vice Chairman Shellenhamer asked to see the bids that were received.

MOTION By Supervisor Schwartz to approve Group Hanover, Inc. (GHI) Engineers and Surveyors to be the Alternate Sewage Enforcement Officer, seconded by Supervisor Wintermyer, carried unanimously.

DISCUSSION Vice Chairman Shellenhamer asked to review the information that was obtained for GHI. Manager Abodalo agreed to provide the information for review.

MOTION By Supervisor Schwartz to approve Approved Code & Commonwealth Code Inspection Service as a Third-Party Inspection Service, seconded by Supervisor Harkins, carried unanimously.

VIII. Authorize Supervisors to serve as Township Employees

MOTION By Supervisor Schwartz to authorize supervisors to serve as Township Employees, seconded by Supervisor Harkins, carried unanimously.

IX. Set Treasurer Bond at \$1 million for Treasurer

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

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

MOTION By Supervisor Schwartz to authorize Township Manager to appoint staff, seconded by Supervisor Harkins, carried unanimously.

XI. Appoint Open Records Officer: Township: Jamal Abodalo Alternate; Donna Donald Police Department: Steven Lutz Alternate: Braxton Ditty

MOTION By Supervisor Schwartz to appoint Open Records Officer, seconded by Supervisor Wintermyer, carried unanimously.

XII. Appoint York County Planning Commission Local Advisory Committee: Jamal Abodalo

MOTION By Supervisor Schwartz to appoint Jamal Abodalo to York County Planning Commission Local Advisory, seconded by Supervisor Wintermyer, carried unanimously.

XIII. Board of Supervisors to Interview the Candidates for the Zoning Hearing Board to Serve a Five (5) Year Term

MOTION By Supervisor Schwartz to interview the candidates for the Zoning Hearing Board to serve a five (5) year term, seconded by Supervisor Harkins, carried unanimously.

XIV. Board of Supervisors to Schedule Interviews for the Appointment of Candidates for the Planning Commission to Serve a Four (4) Year Term

MOTION By Supervisor Schwartz to interview the candidates for the Zoning Hearing Board to serve a five (5) year term, seconded by Supervisor Wintermyer, carried unanimously.

XV. Board of Supervisors to Schedule Interviews to Appoint Five New Members to Parks and Recreation

MOTION By Supervisor Schwartz to schedule interviews to appoint five new members to Parks and Recreation, seconded by Supervisor Wintermyer, carried unanimously.

DISCUSSION Vice Chairman Shellenhamer asked if there is a term. Chairman Kirkpatrick stated it would be a five (5) year term.

XVI. Appoint Dave Parsons as the Newberry Township Vacancy Board Chairman

MOTION By Supervisor Schwartz to appoint Dave Parsons as the Newberry Township Vacancy Board Chairman, seconded by Supervisor Wintermyer, carried unanimously.

XVII. Authorize Jamal Abodalo to attend PSATS Convention Attendance (May 4-7, 2025 in Hershey) & Appoint Voting Delegate

MOTION By Supervisor Schwartz to appoint Jamal Abodalo as the PSATS voting delegate, seconded by Supervisor Harkins, carried unanimously.

XVIII. Resolutions

Approval of Resolution 2025-01: Order to Conduct Meetings

MOTION By Supervisor Schwartz to approve Resolution 2025-01, seconded by Supervisor Harkins, carried unanimously.

Approval of Resolution 2025-02: Establishing Employee Contributions to the Police Pension Plan for Plan Year 2025

MOTION By Supervisor Schwartz to approve Resolution 2025-02 establishing employee contributions to the Police Pension Plan for plan year 2025, seconded by Supervisor Harkins, carried unanimously.

Approval of Resolution 2025-03: establishing employee contributions to the Newberry Township Non-Uniformed Pension Plan for 2025

MOTION By Supervisor Schwartz to approve Resolution 2025-03 establishing employee contributions to the Newberry Township Non-Uniformed Pension Plan for 2025, seconded by Supervisor Harkins, carried unanimously.

Approval of Resolution 2025-04: Designating M&T, Member's 1st, Traditions, PLGIT, Janney Montgomery Scott, LLC and LPL Financial as the banks and investment institutions for depositing and transfer of Township funds

MOTION By Supervisor Schwartz to approve Resolution 2024-04 designating M&T, Member's 1st Traditions, PLGIT, Janney Montgomery Scott LLC and LPL Financial as the banks and

investment institutions for depositing and transfer of Township funds, seconded by Supervisor Wintermyer, carried unanimously.

Approval of Resolution 2025-05: Setting 2025 Wages

MOTION By Supervisor Schwartz to approve Resolution 2024-06 setting 2025 wages, seconded by Supervisor Harkins, carried unanimously.

Approval of Resolution 2025-06: Establishing the IRS Rate of Mileage Reimbursement for the Use of Personal Vehicles on Township Business at .70 Per Mile

MOTION By Supervisor Schwartz to approve Resolution 2025-06 establishing the IRS rate of mileage reimbursement for the use of personal vehicles on Township business at .70 per mile, seconded by Supervisor Harkins, carried unanimously.

XIX. Other Business

Approve Hiring for Employment Mr. Steven Miller as a Licensed Wastewater Treatment Operator

MOTION By Supervisor Schwartz to approve hiring for employment Mr. Steven Miller as a licensed Wastewater Treatment Operator, seconded by Supervisor Wintermyer, carried unanimously.


XX. Executive Session

Executive Session was held to discuss personnel issues.

Adjournment

MOTION By Supervisor Schwartz to adjourn the meeting, seconded by Supervisor Wintermyer, carried unanimously.

Respectfully Submitted,



Jamal Abodalo, Manager

