

NEWBERRY TOWNSHIP BOARD OF SUPERVISORS

Monthly Meeting Minutes

January 28, 2025 @ 6:00 pm

Call to order by Chairman Kirkpatrick at 6:00 pm

An Executive Session was held tonight at 5:00 to discuss real estate transactions.

Attendance

Chairman, Dave Kirkpatrick
Vice-Chairman, Diane Shellenhamer
Supervisor, Rob Harkins
Supervisor, Aaron Schwartz
Supervisor, Clair Wintermyer
Township Manager, Jamal Abodalo
Engineer, Bill Rudy
Public Works Director, Scott Getgen
Sewer, Brent Zeiders
Police Chief, Steve Lutz
Codes and Zoning, Jeremy Eutzy

PUBLIC PRESENTATION

Detective Jonathan Taylor was promoted to the rank of Sergeant.

Land Development preliminary/ final approval for a Solar Farm on Lewisberry Road

MOTION By Supervisor Schwartz to approve the waivers, seconded by Supervisor Harkins, carried unanimously.

MOTION By Supervisor Schwartz to approve the preliminary/ final plan seconded by Vice-Chairman Shellenhamer, carried unanimously.

DISUSSION Engineer Bill Rudy made the Board aware that the three waivers discussed during the presentation as well as the plan were recommended for approval by the planning commission. He also stated that the planning commission recommended conditions of a minimum of 7 feet of screen height, as well as an emergency contact be posted on the fence at every 100 feet.

Supervisor Wintermeyer clarified that the conditions of approval recommended by the planning commission would meet the criteria of the expected new ordinance.

Manager Abodalo clarified that in the event of sale of the property, the purchaser would be subject to the regulations and tax set forth by Newberry Township and York County.

Supervisor Harkins inquired about the minimum of 15-inch stormwater pipe waiver.

PUBLIC COMMENT

Bob Gasswint – Red Land Senior Center – The Redland Senior Center will be relocating to a new building, as announced by Mr. Gasswint. He mentioned that the new facility will require upgrades to meet the center's needs. Additionally, Mr. Gasswint highlighted the need for volunteers to help move the center's belongings to the new location. While he was unable to disclose the new address at this time, he assured the public that a news release will be issued once the plans are finalized.

Pastor Matthew Castillo – Believers in Christ Church – Residents were invited to participate in church services held at 10:30 AM on Sundays. Pastor Castillo shared a powerful personal story about a frightening medical emergency his family faced and expressed gratitude to the Township's first responders for their prompt actions during the incident. He also included a reading from the Bible and led a prayer.

Cathy Davenport – Resident, 150 Sheepbridge Road – Expressed gratitude to the police for their response to an incident near her home. Raised concerns about a nearby business and its traffic patterns, which have spread debris and damaged her property as well as neighboring properties. The Supervisors discussed ways to mitigate the problem.

Sandra Gonzalez – Resident, 140 Oak Road – Praised the Newberry Township Police Department and expressed the importance of maintaining an internal police department.

Tony Miller – Resident, 115 St. Andrews Way - Raised concerns regarding items in the budget as well as the advertisement of the budget.

Mary Miller – Resident, 115 St. Andrews Way – Allocated her time to Tony Miller.

Tony Miller – Resident, 115 St. Andrews Way – Raised concerns regarding tax increase.

Jane Harman – Resident, 205 Hemlock Lane – The speaker commended the road crew and fire departments for their efforts in accessing a residence that was on fire during the recent snowstorm. They expressed concerns about the locations of fire hydrants. Chairman Kirkpatrick assured them that the Board of Supervisors is working to increase the number of fire hydrants. Mrs. Harman also inquired about grant funding and asked if Chairman Kirkpatrick would resign from his position on the Planning Commission now that he is Chairman of the Board of Supervisors.

Ed Ostrander – Resident, 35 Rolling Hills Court – Raised concerns regarding the proposed solar farm on Lewisberry Road.

Maxine Kauffman – Resident, 540 Paddletown Road – Raised concerns regarding the proposed solar farm on Lewisberry Road.

Steve Toomey – 160 Cragmoor Road – Discussed a letter he received regarding the extension of the sanitary sewer along Cly, Grandview, and Pleasant Grove Roads.

APPROVAL OF MINUTES

MOTION By Vice-Chairman Shellenhamer to approve the minutes from December 17, 2024, seconded by Supervisor Schwartz, carried unanimously.

DISCUSSION None

MOTION By Vice-Chairman Shellenhamer to approve the Reorganization Meeting minutes from January 6, 2025, seconded by Supervisor Schwartz, carried unanimously.

DISCUSSION None

REPORTS

Public Safety – Chief Lutz

Chief Lutz asked for thoughts and prayers for the firefighter who was injured while in the line of duty. Newberry Township Fire Department will be hosting Bingo on January 31st, and February 14th, 2025.

Police Department – Chief Lutz

In 2024, the Newberry Township Police Department handled 10,084 incidents, making 466 arrests. Chief Lutz commended his officers for a job well done on a serious incident which occurred in early 2025.

Solicitor – James Sanders

James Sanders submitted a report to the board.

Engineering –Pennonni Associates

Bill Rudy submitted a report to the board.

Engineer Bill Rudy explained to the board that he and Mr. Eutzy will be working on inspecting residences which are in a flood plain at the request of PEMA. Mr. Rudy explained that PEMA will be conducting an audit of all municipalities to ensure that all structures which are in a flood plain are permitted by the municipality.

Highway –Scott Getgen

Scott Getgen submitted a report to the board.

Zoning – Jeremy Eutzy

Jeremy Eutzy submitted a report to the board.

Sewer – Brent Zeiders

Brent Zeiders submitted a report to the board.

Township Manager – Jamal Abodalo

Jamal Abodalo submitted a report to the board.

Treasurer –Jane Deamer

Jane Deamer submitted a report to the board.

Supervisor’s Report

Vice-Chairman Shellenhamer noted that a Spring Festival will be held by the Special Events Committee on May 4th, 2025, at the Newberry Commons Shopping Center from 12 pm- 4:30 pm. There will be a pulled pork contest, homemade pie contest, bounce houses, a Corn Hole tournament, and rock climbing.

OLD BUSINESS

None

NEW BUSINESS

Newberry Township is the recipient of a \$40,000 grant from York County Open Space and Land Preservation for the improvement of Terry Dolan Memorial Park.

MOTION None

DISCUSSION None

Newberry Township is the recipient of \$24,233 from the Firehouse Subs Public Foundation, a nonprofit organization, to benefit the Newberry Township Police Department.

MOTION None

DISCUSSION Chief Lutz explained that these funds were awarded to purchase 7 AED devices.

Authorization to adopt Ordinance No. 432 for intergovernmental agreement for the Township to participate in board of appeals with the Capital Region Council of Government.

MOTION By Supervisor Schwartz to adopt Ordinance No. 432, seconded by Vice-Chairman Shellenhamer, carried unanimously.

DISCUSSION Manager Abodalo explained that this agreement would allow for a builder to appeal BCO decision before the Capital Region Council of Government’s appeals board if the applicant chooses to do so.

Steve Toomey of 160 Cragmoor Road raised concerns about past practices regarding building permit appeals.

The Board of Supervisors will further discuss this matter at the February 2025 BOS meeting.

Motion to approve Resolution 2025-07 appointing the Township Manager to the Chief Administrator/ Plan Administrator of the Police and Non-Uniformed pension plan of Newberry Township.

MOTION By Vice-Chairman Shellenhamer to approve Resolution 2025-07, seconded by Supervisor Schwartz, carried unanimously.

DISCUSSION Jane Harman of 205 Hemlock Lane asked for further clarification regarding Resolution 2025-07. It was explained that this resolution would appoint the Township Manager to oversee the Newberry Township pension plans for Police and non-uniformed staff.

Authorize the replacement of the bridge on Pleasant Drive. Estimated construction cost \$511,815. Township received multimodal transportation funds with a 30% match.

MOTION By Supervisor Schwartz to approve the replacement of the bridge on Pleasant Drive, seconded by Supervisor Harkins, carried unanimously.

DISCUSSION Tony Miller of 115 St. Andrews Way clarified that this motion would approve the board to put the bid out on this project.

Authorize to advertise the 2025 Road repair/ replacement Program which is budgeted for \$471,068. This program is paid out of Liquid Fuels.

MOTION By Supervisor Schwartz to advertise the 2025 Road Repair/ Replacement Program, seconded by Vice-Chairman Shellenhamer, carried unanimously.

DISCUSSION None

Authorize Pennoni Associates to conduct roads assessment and tabulation of assets which will include manholes, catch basins, fire hydrants, traffic lights and street signs within the right of way. The cost of the roads assessment study is \$28,720 and an annual renewal fee of \$2,575.

DISCUSSION Chairman Kirkpatrick explained that this will be used to create a road repair and replacement program which uses assessment data to make decisions.

Supervisor Schwartz explained that the mapping technology used is able to map road surfaces and base structures, which are unable to be seen from the road surfaces. This technology would allow the highway department to know the true condition of the roads.

Engineer Bill Rudy explained that this program will also be able to be used by the Sewer and Fire Departments.

No motion was made. This item will be voted on at the next meeting on February 25, 2025.

Authorize the director of Public Safety to retain the services of First Due to provide monitoring software for emergency responders provided by fire companies and EMS accurate timely feedback. The annual cost for this service is \$12,000.

MOTION By Vice-Chairman Shellenhamer to retain the services of First Due, seconded by Supervisor Harkins, carried unanimously.

DISCUSSION Chairman Kirkpatrick explained that this is an application for firefighters and other first responders which alerts them to incidents to which they will respond.

Manager Abodalo added that this program will allow homeowners to list important information such as disabled occupants, for example. In the event of an emergency, first responders will be aware of the exact needs of each property as updated by residents.

Supervisor Schwartz explained that this application may also be accessed by business owners to alert first responders about important information regarding their businesses.

Chief Lutz explained that this program also enables emergency services to monitor business affairs such as equipment maintenance schedules, staff schedules, payroll, and other functions.

Authorize Chairman of the Board of Supervisors and the Township Manager to approve and sign the real estate tax refund for volunteer firefighters in appreciation to their service during the year 2024. The total tax real estate refund is \$4,884.06 which includes 14 volunteer firefighters.

MOTION By Supervisor Harkins to authorize the Chairman of the Board of Supervisors and the Township Manager to approve and sign the real estate tax refund for volunteer firefighters, seconded by Vice-Chairman Shellenhamer, carried unanimously.

DISCUSSION Chairman Kirkpatrick explained that Goldsboro Fire Department was not included in this tax refund, and Manager Abodalo explained that they would be on the February Board of Supervisors Meeting agenda.

Authorize the Township Manager to prepare a request for a proposal (RFP) and to receive competitive bids for comprehensive plans.

MOTION By Supervisor Harkins to authorize the Township Manager to prepare a request for a proposal and to receive competitive bids for comprehensive plans, seconded by Vice-Chairman Shellenhamer, carried unanimously.

DISCUSSION None

Authorization to approve Resolution No. 2025-08 establishing compensation for the Tax Collector of Newberry Township for the four (4) year term of office commencing January 1st, 2026.

MOTION By Supervisor Harkins to approve Resolution No. 2025-08, seconded by Vice-Chairman Shellenhamer, carried unanimously.

DISCUSSION Jane Harman of 205 Hemlock Lane inquired about the Rush Fee and the Research Fees. Both were explained by Newberry Township Tax Collector Sheila Easley. Mrs. Harman also asked if the Tax Collector would be moving her office back into the Township building.

Chairman Kirkpatrick explained that any tax collector would be welcome to rent office space at the Administration Building if desired. Chairman Kirkpatrick explained that the former police building will be undergoing renovation in the near future to increase office space.

Authorization to close public roads for the 2025 Etters Memorial Day Parade on May 26. The Parade will start at 10:00 am which will proceed through Whisler Road to 382 York Haven Road and into Paddletown Road. Board of Supervisors to approve Commercial Liability quote for Etters VFW Memorial Day Celebration Parade in the amount of \$400.00.

MOTION By Supervisor Schwartz to authorize the closure of public roads for the 2025 Etters Memorial Day Parade, seconded by Vice-Chairman Shellenhamer, carried unanimously.

DISCUSSION None

Authorization to approve Resolution No. 2025-09 for the purchase of accessory tool which will be fitted on the backhoe used by the Highway Department. The total cost for equipment and installation is \$10,400.

MOTION By Supervisor Schwartz to approve Resolution No. 2025-09, seconded by Supervisor Harkins, carried unanimously.

DISCUSSION None

Authorization to approve Resolution No. 2025-10 lease two (2) Chevy Tahoe (PPV) (Police), 4WD. The cost for leasing with the option to buy is structured to benefit the Township. The vehicles can be leased for six (6) months or four (4) years. The base cost per vehicle including upfitting is \$68,730 per vehicle. End of lease residual value is \$1.00.

MOTION By Chairman Kirkpatrick to approve Resolution No. 2025-10, seconded by Supervisor Schwartz, carried 4-1 with Supervisor Wintermeyer voting nay.

DISCUSSION Tony Miller of 115 St. Andrews Way shared concerns about the information provided to justify the replacement of the vehicles. Tony Miller requested that this vote be tabled. Chief Lutz addressed Mr. Miller's concerns.

Mike Krone of 170 Bobby Jones Drive shared his concerns.

Supervisor Wintermeyer asked if Resolution No. 2025-10 could be tabled until grant funds are received.

Authorization to amend the Newberry Township Code of Ordinances, Chapter 93 "Recreation Board" to reduce board members to five (5) instead of seven (7). In addition, the amendment allows for residents and property taxpayers to serve as board members.

MOTION By Supervisor Harkins to amend this agenda item to "authorization to advertise the amendment of the Newberry Township Code of Ordinances, Chapter 93 "Recreation Board" to reduce board members to five (5) instead of seven (7). In addition, the amendment allows for residents and property taxpayers to serve as board members.", seconded by Vice-Chairman Shellenhamer, carried unanimously.

MOTION By Vice-Chairman Shellenhamer to authorize the advertisement of the amendment to the Newberry Township Code of Ordinances, Chapter 93, seconded by Supervisor Harkins, carried unanimously.

DISCUSSION Jane Harman of 205 Hemlock Lane asked for clarification regarding the language of the ordinance change. Mrs. Harman also asked for clarification about her application to sit on this board

Authorize Winter Engine-Generator Service, Inc. to conduct annual preventative maintenance on standby power generators serving the administration building and the wastewater collection and treatment system.

MOTION By Supervisor Wintermeyer to authorize Winter Engine-Generator Service to conduct annual preventative maintenance on generators at the administration building and wastewater collection and treatment facility, seconded by Supervisor Harkins, carried unanimously.

DISCUSSION Chairman Kirkpatrick inquired if this motion includes the generator at the Multi-Use building as well as other buildings listed. Manager Abodalo explained that this motion does not include the generator at the Multi-Use building because that generator is still under warranty. Supervisor Wintermeyer inquired about who conducts the maintenance on the generator at the Multi-Use building.

Supervisor Harkins asked Manager Abodalo to confirm the maintenance requirements with the company that installed the generator at the Multi-Use building.

Authorize Storytelling Marketing communications to be the designated Township Communications Coordinator. As a coordinator, the responsibility of posting and updating Township social media shall be a prime duty to keep the residents informed.

MOTION By Supervisor Schwartz to authorize Storytelling Marketing communications to be the designated Township Communications Coordinator for a period of 60 days, seconded by Vice Chairman Shellenhamer, carried unanimously.

DISCUSSION Vice Chairman Shellenhamer asked Manager Abodalo to explain. Manager Abodalo stated the intent of having Storytelling LLC is to help the township get important information released to the public. Jeannette Louise is the original website designer. Ms. Louise will be given the information from the township and be posting and updating the website and all social media, making it more user friendly and easier access of information. Supervisor Harkins asked what the cost of using Ms. Louise would be. Manager Abodalo explained she will be used as needed and it is too early to know exactly what the cost would be per month.

Supervisor Wintermyer voiced his concern regarding the website designer.

Sandra Gonzalez of 140 Oak Road stated the public gets their information from social media and online. She felt strongly that the township was doing the right thing by hiring someone to get the information posted to the public in a timely manner.

Supervisor Schwartz suggested a 60-day trial period for Ms. Louise. He also suggested that he would like to place on the agenda for the February meeting to have an RFB put out for another website design company and the costs that would be incurred.

Approve Updated 2025 West Shore Recreation Commission residents' reimbursement form.

MOTION By Vice Chairman Shellenhamer to approve the updated 2025 West Shore Recreation Commission residents' reimbursement form, seconded by Supervisor Harkins, carried unanimously.

DISCUSSION Supervisor Wintermyer asked how many residents were reimbursed last year. Manager Abodalo answered his question.

Request to Schedule the following hearing/presentation for the February 25th Board of Supervisors Monthly Meeting.

MOTION By Vice Chairman Shellenhamer to schedule the Conditional Use Hearing for Fulkins LLC, Flood Management Plans and Stormwater awareness and illicit discharge for 5:00 on February 25th at the next Board of Supervisors Meeting, seconded by Supervisor Schwartz, carried 4-1 with Supervisor Harkins abstaining from vote.

DISCUSSION Chairman Kirkpatrick asked Engineer, Bill Rudy, what his timeline was for Stormwater awareness and illicit discharge. Mr. Rudy replied that it should take half an hour.

Board Appointments

None at this time.

Recognition of Miss Aimee Getgen, the daughter of the Director of Highways

Ms. Getgen secured the year-end championship, the average championship, the fastest time award, and was named the round three champion at the Farm Show in Harrisburg. Supervisor Kirkpatrick announced that it was Aimee's last week with the township. Aimee has secured a career in nursing and has been completing her education. She will be starting her new nursing career at Harrisburg Hospital.

PAYMENT OF BILLS

MOTION By Supervisor Harkins to pay the bills, seconded by Supervisor Schwartz, carried unanimously.

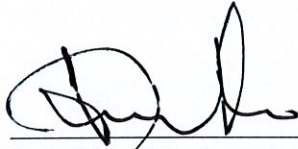
DISCUSSION None

ADJOURNMENT

MOTION By Supervisor Schwartz to adjourn, seconded by Vice Chairman Shellenhamer, carried unanimously.

DISCUSSION None

Respectfully submitted,



Jamal Abodalo, Secretary

