

NEWBERRY TOWNSHIP

RESOLUTION NO. 2025-38

ADOPTING THE NEWBERRY TOWNSHIP PROCUREMENT & PURCHASING POLICY

WHEREAS, the Board of Supervisors of Newberry Township recognizes the need for a clear, consistent, and legally compliant process for the procurement of goods and services across all Township departments; and

WHEREAS, the Pennsylvania Second Class Township Code establishes requirements for the purchasing and contracting of municipal goods and services, including the solicitation of quotes and formal competitive bidding based on dollar thresholds set annually by the Department of Community and Economic Development (DCED); and

WHEREAS, it is the intent of the Board of Supervisors to ensure that all Township purchasing activities are conducted in a transparent, ethical, and fiscally responsible manner, with proper internal controls and oversight; and

WHEREAS, the Township Manager has prepared a comprehensive *Procurement & Purchasing Policy* that establishes standardized procedures for purchasing, bidding, recordkeeping, and emergency procurements for all departments of Newberry Township; and

WHEREAS, the Board of Supervisors finds it in the best interest of the Township to formally adopt said policy to provide guidance and accountability in the expenditure of public funds.

NOW, THEREFORE, BE IT RESOLVED, that the Board of Supervisors of Newberry Township, York County, Pennsylvania, hereby adopts the *Newberry Township Procurement & Purchasing Policy*, effective immediately upon adoption, and directs the Township Manager to implement, administer, and enforce the provisions contained therein.

BE IT FURTHER RESOLVED, that all prior purchasing or procurement procedures inconsistent with this policy are hereby repealed, and this resolution shall remain in effect until amended or repealed by the Board of Supervisors.

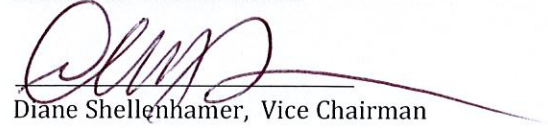
ADOPTED this 28th day of October, 2025, by the Board of Supervisors of Newberry Township, York County, Pennsylvania.

ATTEST:



Aaron Schwartz, Township Manager

BOARD OF SUPERVISORS



Diane Shellenhamer, Vice Chairman



CERTIFICATE

I, the undersigned, Secretary of the Board of Supervisors of the Township of Newberry, York County, Pennsylvania (the "Township"), certify that the foregoing is a true and correct copy of a Resolution of the Board of Supervisors of the Township which was duly enacted by 4 to 0 affirmative vote majority of the members of the Board of Supervisors of the Township, at a regular meeting held on October 28, 2025, that said Resolution has been recorded in the Resolution Book of the Township; that said Resolution was duly published as required by law; and that said Resolution remains in effect, unaltered and unamended as of the date of this Certificate.

IN WITNESS WHEREOF, I set my hand and affix the official seal of the Township on this 28th day of October, 2025.



Aaron Schwartz, Secretary