

## South Newton Township Minutes of January 3, 2011

The South Newton Township (SNT) Board of Supervisors met at the Township Building, 11 High Mountain Road, Walnut Bottom, PA. Temporary Chairman **Trena DURFF** called the meeting to order at 7:00 p.m. with the pledge of allegiance. Board members present were: **David DURFF, Glenn KEEFER, and Wayne SHOEMAKER.**

### 1. NOMINATION AND ELECTION OF OFFICERS:

**1) CHAIRMAN OF BOARD: David DURFF**

Temporary Chairman Trena **DURFF** opened the motion; *Wayne SHOEMAKER nominated David DURFF as SNT Board Chairman, Glenn KEEFER seconded, the motion passed.*

David **DURFF** presided as South Newton Township Board of Supervisors Chairman.

**2) VICE-CHAIRMAN OF BOARD: Wayne SHOEMAKER**

*Glenn KEEFER nominated Wayne Shoemaker as Vice Chair, Wayne Shoemaker accepted. Chairman David DURFF seconded and the motion passed.*

**3) SECRETARY/TREASURER: Trena DURFF (Secretary/Treasurer), Lois GRUVER, Assistant (Secretary/Treasurer)**

*Supervisor Glenn KEEFER nominated Trena DURFF as Secretary/Treasurer, and Lois GRUVER, Assistant Secretary/Treasurer, Supervisor Wayne SHOEMAKER seconded, the motion passed unanimously.*

**4) HEAD ROADMASTER AND/OR CO-ROADMASTER: Glenn KEEFER**

The Board discussed and jointly agreed on one Head Roadmaster and all three supervisors serving as Co-Roadmasters. *Chairman David DURFF nominated Supervisor Glenn KEEFER as Head Roadmaster, Mr. KEEFER accepted. Supervisor Wayne SHOEMAKER seconded and the motion passed. Supervisor Glenn KEEFER nominated all three supervisors as Co-Roadmasters, Supervisor Wayne SHOEMAKER seconded, the motion passed unanimously.*

### 2. APPOINTMENTS:

**1) SOLICITOR: Marcus McKNIGHT**

*Supervisor Wayne SHOEMAKER nominated Marcus McKNIGHT of Irwin and McKnight, Supervisor Glenn KEEFER seconded, the motion carried unanimously.*

**2) ENGINEER: Martin and Martin, Incorporated, 37 South Main Street, Suite A, Chambersburg, PA 17201-2251. Supervisor Glenn KEEFER nominated Martin and Martin, Incorporated of Chambersburg, Supervisor Wayne SHOEMAKER seconded, the motion carried unanimously.**

**3) SEWAGE ENFORCEMENT OFFICER (SEO): J.W.P. Environmental Corp. Mercersburg. Supervisor Glenn KEEFER nominated J.W.P. Environmental Corp., Mercersburg, Supervisor Wayne SHOEMAKER seconded, the motion passed unanimously.**

**4) ALTERNATE SEWAGE ENFORCEMENT OFFICER (SEO): Ami MYERS, (J.W.P. Environmental Corp, Mercersburg) Supervisor Glenn KEEFER nominated Ami MYERS as Alternate Sewage Enforcement Officer, Supervisor Wayne SHOEMAKER seconded, the motion passed unanimously.**

**5) ZONING CODE ENFORCEMENT OFFICER (CEO): Harry NENNINGER**

*Supervisor Wayne SHOEMAKER nominated Harry NENNINGER, Supervisor Glenn KEEFER seconded, the motion passed unanimously.*

6) **VACANCY BOARD CHAIRMAN: David L. McBETH**

*Supervisor Glenn KEEFER nominated David L. McBETH., Supervisor Wayne SHOEMAKER seconded, the motion carried unanimously.*

7) **EMERGENCY MANAGEMENT COORDINATOR: Daniel BURKETT**

*Supervisor Glenn KEEFER nominated Danny Burkett, Supervisor Wayne SHOEMAKER seconded, the motion carried unanimously.*

8) **PLANNING BOARD: Glenn KEEFER, Robert FULTON, Linda MOORE, Joe BILGER, and Kenny HOPKINS.**

Discussion: Chairman, Secretary and meeting night to be determined by the Planning Board.  
*Supervisor Glenn KEEFER motioned the Planning Board remain the same, Supervisor Wayne SHOEMAKER seconded, the motion carried unanimously.*

9) **ZONING HEARING BOARD: Robert MATTESKY, Steve HOFFMAN, and Dave EVELHOCH. Joe BILGER appointed as alternate.**

Discussion: Chairman, Secretary and meeting night to be determined by the Zoning Board.  
*Supervisor Glenn KEEFER motioned that the Zoning Hearing Board consist of, Robert MATTESKY, Steve HOFFMAN and Dave EVELHOCH, and Joe BILGER as an alternate. Supervisor Wayne SHOEMAKER seconded, the motion passed unanimously.*

**3. RESOLUTION 2009-01 – DEPOSITORY OF TOWNSHIP FUNDS – CHECK SIGNATURE.**

**One (1) Supervisor + Treasurer.** *Chairman David DURFF motioned that SNT keep the current accounts, Orrstown Bank and PLGIT, one Supervisor plus the Treasurer's signature be required on all checks, Supervisor Glenn KEEFER seconded, the motion carried unanimously. Resolution 2009-01 remains in affect.*

**4. SET MEETING DATES: One meeting per month, 3rd Tuesday of the month, 7:00 pm.**

*Supervisor Glenn KEEFER motioned to advertise and set the regularly scheduled monthly meetings on the 3<sup>rd</sup> Tuesday of the month at 7:00 p.m., Supervisor Wayne SHOEMAKER seconded, the motion carried unanimously.*

**5. SET TREASURER'S BOND: \$300,000.00**

*Supervisor Wayne SHOEMAKER motioned the auditors be advised to set the Treasure's Bond at \$300,000.00, Supervisor Glenn KEEFER seconded, the motion carried unanimously.*

**6. SET WAGES:**

1) **SUPERVISORS MEETING PAY: \$100 per Meeting Including Working**

**Sessions/Meetings and any Special Township Meeting (not to exceed \$1,875 per year).**

*Chairman David DURFF motioned to recommend South Newton Supervisors Meeting Pay remain at \$100 per meeting, including Working Sessions/Meetings and any Special Township Meeting, not to exceed \$1,875 per year, Supervisor Wayne SHOEMAKER seconded, the motion carried unanimously.*

2) **ROADMASTER AND/OR CO-ROADMASTER (WORKING SUPERVISOR):**

**\$14.00 per hour**

- 3) **EQUIPMENT/TRUCK OPERATORS: \$12.00 per hour**
- 4) **LABORER: \$11.50 per hour**
- 5) **SECRETARY/TREASURER: \$13.00 per hour**
- 6) **ASSISTANT SECRETARY/TREASURER: \$13.00 per hour**
- 7) **SOLICITOR: \$125.00 per hour**

*Chairman David DURFF motioned to stay the hourly rates of the above positions for 2011, Supervisor Wayne SHOEMAKER seconded, the motion carried unanimously.*

- 8) **ENGINEER: Tabled until January 18, 2011**
- 9) **SEWAGE ENFORCEMENT OFFICER: Tabled until January 18, 2011.**
- 10) **CODE ENFORCEMENT OFFICER: \$13.00 per hour**

- a. **Building Permit Fee - \$50.00 per Base Permit (Up to \$4,999)**

*Supervisor Glenn KEEFER motioned to adjust the Building Permit Fees at \$50.00 per permit (up to \$4,999), and \$10.00 per \$5,000 thereafter, Supervisor Wayne SHOEMAKER seconded, the motion carried unanimously.*

- b. **Signage and Driveway/Road Fee - \$40.00 and \$60.00 Respectively. Supervisor Glenn KEEFER motioned that Sign Fees be set at \$40.00, Driveway/Road Fees set at \$60.00, Supervisor Wayne SHOEMAKER seconded, the motion carried unanimously.**

- c. **Road Permit Fee - \$60.00**

- d. **Special Exception Fee - \$800.00**

- e. **Variance Fee - \$600.00**

- f. **Conditional Use Fee - \$600.00**

- g. **Inspection Fee (kennel, stable, etc.) - \$20.00.**

- 11) **AUDITORS WAGES – Tabled until January 18, 2011**

- 12) **BUILDING CLEANING WAGES - \$35.00 per month**

*Chairman David DURFF motioned to set the SNT Building Cleaning Wages at \$35 per month, Supervisor Wayne SHOEMAKER seconded, the motion carried unanimously.*

- 13) **ZONING HEARING BOARD SOLICITOR WAGES: To be determined after the ZHB Reorganization Meeting and the appointment of a Solicitor.**

- 14) **ZONING HEARING BOARD SECRETARY WAGES: \$25.00 per meeting**

*Supervisor Wayne SHOEMAKER motioned to have the Zoning Hearing Board Secretary wages remain at \$25.00 per meeting, Supervisor Glenn KEEFER seconded, the motion carried unanimously.*

- 15) **APPEAL ZONING OFFICER RULING TO HEARING BOARD: \$150 Fee + Any Additional Costs Incurred (engineering fees, experts, etc.).**

*Chairman David DURFF motioned to set the costs of appealing the Zoning Officer Ruling to the Hearing Board at \$150 plus any additional costs incurred (engineering fees, experts, etc.), Supervisor Wayne SHOEMAKER seconded, the motion carried unanimously.*

- 16) **ADMINISTRATIVE PROCESSING FEE (CHECK MADE OUT TO SNT) FOR:**

- a. **Sewage Plans - .25 per page plus admin fees.**

- b. **Subdivision Plans - \$35.00 plus additional copy costs (postage to engineer, etc.).**

- c. **Copies - .25 per page per side plus admin fees.**

*Supervisor Wayne SHOEMAKER motioned to have the Administrative processing fees remain the same, Supervisor Glenn KEEFER seconded, the motion carried unanimously.*

**7. LOCAL SERVICES TAX (Formerly EMST Tax) ORDINANCE:** *Supervisor Wayne SHOEMAKER motioned to keep the LST tax at the rate of \$30 per employee, Supervisor Glenn KEEFER seconded, the motion passed unanimously.*

**8. STREET LIGHT RATE:** *Supervisor Wayne SHOEMAKER motioned to set the 2011 Street Light Rate (Resolution 2007-04) at \$65.18 (reference SNT Minutes of November 17, 2009 mtg, para 13.), Supervisor Glenn KEEFER seconded, the motion passed unanimously.*

**9. ATTENDANCE TO SCHOOL OR CONVENTIONS (Pay):** *Supervisor Wayne SHOEMAKER motioned to pay only for schools that were approved by the BOS, pay for mileage but NOT hourly wages for attendance, Supervisor Glenn KEEFER seconded, the motion carried unanimously.*

**10. MILEAGE – .51 per mile (ref IRS guidance dated Dec 3, 2010 – IR-2010-119)** *Supervisor Wayne SHOEMAKER motioned the mileage rate be set at .50 per mile, Supervisor Glenn KEEFER seconded, the motion carried unanimously.*

**11. TAKE TRUCKS HOME IN INCLEMENT WEATHER:** *Supervisor Wayne SHOEMAKER motioned the operators of SNT snow removal equipment be authorized to take equipment home in inclement weather, Supervisor Glenn KEEFER seconded, the motion carried.*

**12. PARADE COMMITTEE APPOINTMENT:** *Danielle GRUVER – Chairman, Paula BURKETT - Vice Chairman Chairman David DURFF motioned that Danielle GRUVER as Parade Committee Chairman and Paula Burkett Vice Chairman, Supervisor Glenn KEEFER seconded, the motion carried unanimously.*

**13. APPOINTMENT OF TAX COLLECTOR:** *Donna Brobst Supervisor Wayne SHOEMAKER motioned to appoint Donna Brobst, Tax Collector, Supervisor Glenn KEEFER seconded, the motion passed unanimously. This appointment will be for 1 year, with running on the ballot in 2011.*

**14. APPOINTMENT OF AUDITORS:** *Tessa Holtry, Ronald Clever, Kenneth Hopkins Supervisor Wayne SHOEMAKER motioned to appoint Tess Holtry, Ronald Clever and Kenneth Hopkin, Auditors for 2011, Supervisor Glenn KEEFER seconded, the motion passed unanimously. This appointment will be for 1 year, with running on the ballot in 2011.*

**15. SETTING OF MILL RATE:** *Supervisor Glenn KEEFER motioned the mill rate be set at .0933 for 2011, Supervisor Wayne SHOEMAKER seconded, the motion carried unanimously.*

**ADJOURNMENT:** The meeting was adjourned at 8:15 p.m.

In Attendance:

David E. **DURFF**

Glenn E. **KEEFER**

Wayne E. **SHOEMAKER**

Harry C. **NENNINGER**

Donna **Brobst**

Mr. & Mrs. Craig **Christie**

Ronald **Clever**

Barbara **Phillips-Long** , Sentinel

Respectfully Submitted by

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Trena R. Durff, Secretary/Treasurer

