

**South Newton Township  
Minutes of January 7, 2013**

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 Leroy BOWERMASTER.**

**1. NOMINATION AND ELECTION OF OFFICERS:**

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

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

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

**2. VICE-CHAIRMAN OF BOARD: Leroy BOWERMASTER**

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

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

*Supervisor Leroy BOWERMASTER nominated Trena DURFF as Secretary/Treasurer, and Lois GRUVER, Assistant Secretary/Treasurer, Supervisor Glenn KEEFER seconded, Chairman David DURFF abstained, 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 Leroy BOWERMASTER seconded and the motion passed. Supervisor Glenn KEEFER nominated all three supervisors as Co-Roadmasters, Chairman David DURFF seconded, the motion passed unanimously.*

**2. APPOINTMENTS:**

**1) SOLICITOR: Marcus McKNIGHT**

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

**3) SEWAGE ENFORCEMENT OFFICER (SEO): J.W.P. Environmental Corp.**

**Mercersburg. Chairman David DURFF nominated J.W.P. Environmental Corp., Mercersburg, Supervisor Glenn KEEFER seconded, the motion passed unanimously.**

**4) ALTERNATE SEWAGE ENFORCEMENT OFFICER (SEO): Ami MYERS, (J.W.P.**

**Environmental Corp, Mercersburg) Chairman David DURFF nominated Ami MYERS as Alternate Sewage Enforcement Officer, Supervisor Glenn KEEFER seconded, the motion passed unanimously.**

- 5) **ZONING OFFICER (ZO): Harry NENNINGER**  
*Chairman David DURFF nominated Harry NENNINGER, Supervisor Glenn KEEFER seconded, the motion passed unanimously.*
- 6) **CODE ENFORCEMENT OFFICER (CEO): Robert Mattesky**  
*Chairman David DURFF nominated Robert MATTESKY, Supervisor Glenn KEEFER seconded, the motion passed unanimously.*
- 7) **VACANCY BOARD CHAIRMAN: David L. McBETH**  
*Chairman David DURFF nominated David L. McBETH., Supervisor Glenn KEEFER seconded, the motion carried unanimously.*
- 8) **EMERGENCY MANAGEMENT COORDINATOR: Daniel BURKETT**  
*Supervisor Glenn KEEFER nominated Danny Burkett, Chairman David DURFF seconded, the motion carried unanimously.*
- 9) **PLANNING BOARD: Glenn KEEFER, Robert FULTON, Linda MOORE,**  
Discussion: Chairman, Secretary and meeting night to be determined by the Planning Board.  
*Chairman David DURFF motioned the Planning Board consist of Robert FULTON, Linda MOORE and Glenn KEEFER. Supervisor Leroy BOWERMASTER seconded, the motion carried unanimously.*
  - 10) **ZONING HEARING BOARD: Steve HOFFMAN, Dave EVELHOCH, and Joe BILGER. Dale WELLER, alternate.** Discussion: Chairman, Secretary and meeting night to be determined by the Zoning Board. *Chairman David DURFF motioned that the Zoning Hearing Board consist of, Steve HOFFMAN, Dave EVELHOCH, and Joe BILGER. Alternate Dale WELLER, Supervisor Glenn KEEFER seconded, the motion passed unanimously.*

**3. RESOLUTION 2009-01 – DEPOSITORY OF TOWNSHIP FUNDS – CHECK SIGNATURE.**  
One (1) Supervisor + Treasurer. *Chairman Glenn KEEFER motioned that SNT keep the current accounts, Orrstown Bank and PLGIT, one Supervisor plus the Treasurer's signature be required on all checks, Chairman David DURFF 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.**  
*Chairman David DURFF 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 Glenn KEEFER seconded, the motion carried unanimously.*

**5. SET TREASURER'S BOND: \$300,000.00**  
*Supervisor Glenn KEEFER motioned the auditors be advised to set the Treasurer's Bond at \$300,000.00, Chairman Leroy BOWERMASTER 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 Glenn KEEFER 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, Chairman David DURFF seconded, the motion carried unanimously.*

- 2) ROADMASTER AND/OR CO-ROADMASTER (WORKING SUPERVISOR):  
\$14.00 per hour**

*Supervisor Glenn KEEFER motioned to stay the hourly rate of the above position for 2013, Supervisor Leroy BOWERMASTER seconded, the motion carried unanimously.*

- 3) EQUIPMENT/TRUCK OPERATORS: \$12.00 per hour**

*Supervisor Glenn KEEFER motioned to stay the hourly rate of the above position for 2013, Chairman David DURFF seconded, the motion carried unanimously.*

- 4) LABORER: \$12.00 per hour**

*Supervisor Glenn KEEFER motioned to increase the hourly rate of the above position to \$12.00 per hour for 2013, Chairman David DURFF seconded, the motion carried unanimously.*

- 5) SECRETARY/TREASURER: \$13.50 per hour**

*Supervisor Glenn KEEFER motioned to increase the hourly rate of the above position to \$13.50 per hour for 2013, Supervisor Leroy BOWERMASTER seconded, the motion carried unanimously. Chairman David DURFF abstained from motion.*

- 6) ASSISTANT SECRETARY/TREASURER: \$13.50 per hour**

*Chairman David DURFF motioned to increase the hourly rate of the above position to \$13.50 per hour for 2013, Supervisor Leroy BOWERMASTER seconded, the motion carried unanimously.*

- 7) SOLICITOR: \$125.00 per hour**

*Supervisor Glenn KEEFER motioned to stay the hourly rates of the above positions for 2013, Chairman David DURFF seconded, the motion carried unanimously.*

- 8) ENGINEER: Rates approved as submitted for 2013**

*Chairman David DURFF motioned to accept the rates for MARTIN & MARTIN as submitted for 2013, Supervisor Glenn KEEFER seconded, the motion carried unanimously.*

- 9) SEWAGE ENFORCEMENT OFFICER: Rates remain the same for 2013**

*Chairman David DURFF motioned to accept the rates for JWP Environmental as submitted for 2013, which remain the same, Supervisor Leroy BOWERMASTER seconded, the motion carried unanimously.*

**10) CODE ENFORCEMENT OFFICER: \$13.50 per hour**

*Chairman David DURFF motioned to increase the hourly rate of the above position to \$13.50 per hour for 2013, Supervisor Glenn KEEFER seconded, the motion carried unanimously.*

**5. ZONING OFFICER: \$13.50 per hour**

*Chairman David DURFF motioned to increase the hourly rate of the above position to \$13.50 per hour for 2013, Supervisor Leroy BOWERMASTER seconded, the motion carried unanimously*

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

*Supervisor Leroy BOWERMASTER motioned to stay the Building Permit Fees and stay the \$10.00 per \$5,000 thereafter, Chairman Leroy BOWERMASTER seconded, the motion carried unanimously.*

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

**c. Special Exception Fee – \$1,000.00**

*Supervisor Leroy BOWERMASTER motioned to stay the fee for Special Exception at \$1,000.00, Supervisor Glenn KEEFER seconded, the motion carried unanimously.*

**d. Variance Fee - \$1,000.00**

*Chairman David DURFF motioned to stay the fee for Variance Fee at \$1,000.00, Supervisor Leroy BOWERMASTER seconded, the motion carried unanimously.*

**f. Conditional Use Fee - \$800.00**

*Chairman David DURFF motioned to stay the fee for Conditional Use Fee at \$800.00, Supervisor Leroy BOWERMASTER seconded, the motion carried unanimously.*

**g. Application Fee - \$250.00, plus costs**

*Supervisor Glenn KEEFER motioned the Application Fee remain at \$250.00, plus costs, Chairman David DURFF seconded, the motion carried unanimously.*

**h. Inspection Fee (kennel, stable, etc.) - \$30.00**

*Supervisor Leroy BOWERMASTER motioned to stay the fee for Inspection Fee at \$30.00, Supervisor Glenn KEEFER seconded, the motion carried unanimously.*

**i. Appeal Procedure Fee - \$250.00**

*Supervisor Glenn KEEFER motioned the Appeal Procedure Fee remain at \$250.00, Chairman David DURFF seconded, the motion carried unanimously.*

**6) AUDITORS WAGES – \$25.00 per hour**

*Supervisor Glenn KEEFER motioned to increase the Auditors Wages to \$25.00 per hour, Supervisor Leroy BOWERMASTER seconded, the motion carried unanimously.*

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

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

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

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

*Chairman David DURFF motioned to have the Zoning Hearing Board Secretary wages remain at \$25.00 per meeting, Supervisor Leroy BOWERMASTER seconded, the motion carried unanimously.*

**11) 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 Glenn KEEFER motioned to have the Administrative processing fees remain the same, Supervisor Leroy BOWERMASTER seconded, the motion carried unanimously.*

**7. LOCAL SERVICES TAX ORDINANCE:** *Supervisor Glenn KEEFER motioned to keep the LST tax at the rate of \$35 per employee, Supervisor Leroy BOWERMASTER seconded, the motion passed unanimously.*

**8. STREET LIGHT RATE:** *Supervisor Glenn KEEFER motioned to set the 2013 Street Light Rate (Resolution 2007-04) at \$62.70 (reference SNT Minutes of November 17, 2009 mtg, para 13.), Supervisor Leroy BOWERMASTER seconded, the motion passed unanimously.*

**9. SUPERVISOR ATTENDANCE TO SCHOOL OR CONVENTIONS (Pay):** *Chairman David DURFF 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. This will be reviewed on a case by case basis.*

**10. MILEAGE – .565 per mile –** *Supervisor Leroy BOWERMASTER motioned the mileage rate be set at .565 per mile for 2013, Supervisor Glenn KEEFER seconded, the motion carried unanimously.*

**11. TAKE TRUCKS HOME:** *Chairman David DURFF motioned the trucks will be taken home at the discretion of the Supervisors. Supervisor Glenn KEEFER seconded, the motion carried.*

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

**13. APPOINTMENT OF TAX COLLECTOR: n/a**

**14. APPOINTMENT OF AUDITORS: Ronald Clever and Melody Mattesky**  
*Chairman David DURFF motioned to appoint Ronald Clever and Melody Mattesky, Auditors for 2013, with one (1) vacancy. Supervisor Glenn KEEFER seconded, the motion passed unanimously. Their appointment will be for 1 year.*

**15. SETTING OF MILL RATE: Tabled until January 15, 2013 meeting**

**ADJOURNMENT:** The meeting was adjourned at 7:45 p.m.

In Attendance:

David E. **DURFF**

Glenn E. **KEEFER**

Leroy **BOWMASTER**

Harry C. **NENNINGER**

Respectfully Submitted by

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Trena R. Durff, Secretary/Treasurer