



**Washington Township**  
15973 South State Route 44 Highway  
Allenwood, PA 17810

## Supervisors' Annual Organization Meeting Agenda

**January 3, 2022**

1. Call to Order / Roll Call – Chairman O'Rourke  
*\*Announce meeting is being audio recorded for minute taking.*
2. Pledge of Allegiance
3. Public Comment on Agenda Items Only
4. Organizational Business
  - A. Appoint Temporary Chair
  - B. Appoint Temporary Secretary
  - C. Temporary Chairman will call for nominations for **Chairman**  
Nomination: \_\_\_\_\_ Second: \_\_\_\_\_
  - D. Newly elected Chairman will call for nominations for **Vice-Chairman**  
Nomination: \_\_\_\_\_ Second: \_\_\_\_\_
  - E. Newly elected Chairman continues meeting.
5. Acceptance of minutes from December 6, 2021
6. Treasurer's Reports  
(Account Balances, Expenditures, Revenues, Payroll, Profit & Loss)
7. Committee Reports
  - Road Master
  - Planning Commission
8. Reports and Recommendations of the Chair
9. Notices and Communication
10. Items for Supervisors' Action
  - Motion to establish the Regular Meeting of the Board of Supervisors as the first Monday of every month beginning at 6:00 p.m. at the Washington Township Municipal Building.

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- Motion to authorize compensation for the Supervisors, Planning Commission, Property Maintenance Appeal Board and Zoning Hearing Board at \$25.00 per meeting.
- Motion to re-appoint Supervisor Ulrich as Roadmaster for 2022.
- Motion to authorize pre-payment of cash invoices and payroll.
- Motion to establish the Treasurer's Bond for 2022 in the amount of \$1,000,000.00.
- Motion to authorize the Treasurer to transfer monies within Township funds as required for the orderly financial operation of the Township.
- Motion to set the travel mileage rate for officials and employees' use of personal vehicles for Township business at the rate set by the IRS (\$0.585/mile).
- Motion to appoint Susan Satteson as Secretary and Treasurer.
- Motion to approve the following salaries, effective January 1, 2022

Road Master	<u>Established by elected/appointed auditors</u>
Supervisors	<u>Established by elected/appointed auditors</u>
Skilled Laborers	<u>Currently \$8-\$17/hour, same or increase?</u>
CDL Driver	<u>Currently \$17/hour, same or increase?</u>
Secretary/Treasurer	<u>Currently \$20/hour, same or increase?</u>
Elected Auditors' Salary	<u>\$10 per hour (established by State Law)</u>

- Motion to appoint and/or designate the following:

Depository for Township Funds	<u>Muncy Bank &amp; Trust</u>
Phone/Fax/Internet	<u>Comcast</u>
Newspaper of Record	<u>Williamsport Sun-Gazette</u>
Drug & Alcohol Contact	<u>Susan Satteson</u>
Open Records Officer	<u>Susan Satteson</u>
PSATS 2021 Convention Delegate	<u></u>
Certified Public Accountant	<u>Wagner, Dreese, Elsasser &amp; Associates</u>
Engineer	<u>Pysher &amp; Associates</u>
Solicitor	<u>Austin White, McCormick Law Firm</u>
Tech Support	<u>Jon DeSantis</u>
Fire Company and EMS Protection	<u>Washington Township Volunteer Fire Co</u>
Emergency Management Coordinator	<u>Jerry K Fisher</u>
Building Permit Officer/Zoning Officer	<u>Kyle Kehoe, Light-Heigel &amp; Associates</u>
SEO (Sewage Enforcement Officer)	<u>Gene Powlus</u>
SEO Alternate	<u>Chris Bower</u>

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Vacancy Board Chair		<u>Tom Hamm</u>
Auditors		<u>Kathy Heiges</u> 1/1/20 - 12/31/23
	2 year	<u>Ron Hamm</u> 1/1/21 – 12/31/22
	4 year	<u>Eric Springman</u> 1/1/21 – 12/31/24
Planning Commission	1	<u>Doug Stugart</u> 1/1/18 – 12/31/21
	2	<u>Pete Miller</u> 1/1/19 – 12/31/22
	3	<u>Tom Hamm</u> 1/1/20 – 12/31/23
	Alternate	<u>Rick Quimby</u> 1/1/21 – 12/31/24
	Alternate	<u>Laura Ulrich</u> 1/1/21 – 12/31/24
International Property Maintenance Appeals Board	1	<u>Ben Berger</u>
	2	<u>Amanda Grimm</u>
	3	<u>Dick Secules</u>
UCC Appeals Board	1	<u>Michael Rempel, Architect</u>
	2	<u>Chris Fiene</u>
	3	<u>Zack Kurtz, Engineer</u>
Zoning Hearing Board	1 year	<u>Joseph Wilk, Chair</u> 1/1/22 – 12/31/22
	2 year	<u>Max Farley, Vice Chair</u> 1/1/21 – 12/31/22
	3 year	<u>David Ulrich</u> 1/1/21 – 12/31/23
	Alternate	<u>Jack McCoy</u> 1/1/21 – 12/31/22
	Alternate	<u>Mosie Lapp</u> 1/1/21 – 12/31/22

11. Old Business

12. New Business

13. Public Comment

14. Announcements and Calendar of Events

- Planning Commission Meeting – Monday, January 18<sup>th</sup>, 2022 at 7:00 p.m.
- Regular Supervisors' Meeting – Monday, February 7, 2022 at 6:00 p.m.
- 2022 Supervisors' Meeting Schedule Attached
- 2022 Holiday Schedule Attached

15. Adjournment