



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

**Board of Supervisors  
Organization & Regular Meeting Agenda**

**Tuesday, January 3, 2023 at 6 PM**

2022 Chairman, Devin O'Rourke – OPEN MEETING – Pledge of Allegiance, Roll Call

- Appoint Temporary Chair
- Appoint Temporary Secretary
- Temporary Chairman will call for nominations for Chairman

Nomination: \_\_\_\_\_ Second: \_\_\_\_\_

The meeting will now be conducted by the newly appointed Chairman.

- Motion to Appoint Vice-Chairman
- Motion to Appoint Susan Satteson as Secretary/Treasurer
- Motion to Appoint Roadmaster
- Motion to Appoint Assistant Roadmaster
- 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.
- Motion to authorize compensation for the Board of Supervisors, Planning Commission, Property Maintenance Appeal Board and Zoning Hearing Board at \$50.00 per meeting.
- Motion to authorize pre-payment of invoices and payroll.
- Motion to establish the Treasurer's Bond 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 participate in West Branch Council of Government (COG).
- 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 (\$0.655/mile).
- Motion to approve the following salaries, effective January 1, 2023

Road Master	<u>Established by elected/appointed auditors</u>
Supervisors	<u>Established by elected/appointed auditors</u>
Skilled Laborers	<u>\$10 - \$17 per hour (based on skill)</u>
CDL Driver	<u>\$19 per hour</u>
Secretary/Treasurer	<u>\$23.91 per hour</u>
Elected Auditors' Salary	<u>\$10 per hour (established by State Law)</u>

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- Motion to approve Resolution No. 2023-01 (*Establishing 2023 Fee Schedule*)
- Motion to approve Resolution No. 2023-02 (*CPA Appointment for 2022 Audit*)
- Motion to appoint and/or designate the following:

Depository for Township Funds	Muncy Bank, First Citizens Community Bank
Phone/Fax/Internet	Comcast
Newspaper of Record	Williamsport Sun-Gazette
Drug & Alcohol Contact	Susan Satteson
Open Records Officer	Susan Satteson
PSATS Voting Delegate & Alternate	/
COG Representative & Alternate	/
Township Engineer & Alternate	Pysher & Associates / Vassallo Engineering
Solicitor	McCormick Law Firm
Building, Zoning/Codes Enforcement	Code Inspections, Inc.
SEO & Alternate	/
Fire Company and EMS Protection	Washington Township Volunteer Fire Co
Emergency Management Coordinator	Jerry K Fisher

Vacancy Board Chair

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Auditors	<i>Elected</i>	Kathy Heiges	1/1/20 - 12/31/23
	<i>Appointed</i>	Ron Hamm	1/1/22 – 12/31/23
	<i>Appointed</i>	Eric Springman	1/1/22 – 12/31/23

Planning Commission	1	Doug Stugart	1/1/22 – 12/31/25
	2	Pete Miller	1/1/23 – 12/31/26
	3	Tom Hamm	1/1/20 – 12/31/23
	4	Rick Quimby	1/1/21 – 12/31/24
	5	Laura Ulrich	1/1/21 – 12/31/24

International Property Maintenance Appeals Board	1	Ben Berger
	2	Amanda Grimm
	3	Dick Secules

UCC Appeals Board	1	Michael Rempel, Architect
	2	Chris Fiene
	3	Zack Kurtz, Engineer

Zoning Hearing Board	1 year	Joseph Wilk, Chair	1/1/23 – 12/31/23
	2 year	Max Farley, Vice Chair	1/1/23 – 12/31/24
	3 year	David Ulrich	1/1/21 – 12/31/23
	<i>Alternate</i>	Jack McCoy	1/1/23 – 12/31/24
	<i>Alternate</i>	Mosie Lapp	1/1/23 – 12/31/24
	<i>Alternate</i>	Ken Bashista	1/1/22 – 12/31/23

**ADJOURN ORGANIZATION MEETING AND BEGIN REGULAR MEETING**

1. Public Comment on Agenda Items Only
2. Acceptance of Minutes from December 5, 2022
3. Treasurer's Reports (*Account Balances, Expenditures, Revenues, Payroll, Profit & Loss*)
4. Committee Reports
  - Road Master
  - Planning Commission
5. Reports and Recommendations of the Chair
6. Notices and Communication
7. Items for Supervisors' Action
8. Old Business
9. New Business
10. Public Comment
11. Announcements and Calendar of Events
  - Board of Auditors' Meeting: Wednesday, 01/04/23
  - Planning Commission Meeting: Tuesday, 01/17/23 at 7 PM
  - Supervisors' Meeting: Monday, 02/06/23 at 6 PM
12. Adjournment