

Washington Township
15973 S State Route 44 Hwy
Allenwood, PA 17810

570-547-6893 (Phone)
570-515-0428 (Fax)

Email: washtwp44@gmail.com



Board of Supervisors
Devin O'Rourke, Chair
Brett Taylor, Vice Chair
George Ulrich, Road Master

Secretary/Treasurer
Susan Satteson

Board of Supervisors Organization & Regular Meeting Agenda

Tuesday, January 2, 2024 at 6 PM

2023 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 \$1,500,000.00.
- 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 (\$0.67/mile).
- Motion to approve the following salaries, effective January 1, 2024

Road Master	<u>Established by elected/appointed auditors</u>
Supervisors	<u>Established by elected/appointed auditors</u>
Skilled Laborers	<u>\$10 - \$20 per hour (based on skill)</u>
CDL Driver	<u>\$20 per hour</u>
Secretary/Treasurer	<u>\$24.68 per hour</u>
Elected Auditors' Salary	<u>\$10 per hour (established by State Law)</u>

- Motion to approve Resolution No. 2024-01 (*Establishing 2024 Fee Schedule*)
- Motion to approve Resolution No. 2024-02 (*CPA Appointment for 2023 Audit*)
- Motion to appoint and/or designate the following:

Depository for Township Funds	<u>Journey Bank, First Citizens Community Bank</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 Voting Delegate & Alternate	<u>Devin O'Rourke / George Ulrich</u>	
COG Representative & Alternate	<u>Brett Taylor / George Ulrich</u>	
Township Engineer & Alternate	<u>Pysher & Associates / Vassallo Engineering</u>	
Solicitor	<u>McCormick Law Firm</u>	
Building, Zoning/Codes Enforcement	<u>Code Inspections, Inc.</u>	
SEO & Alternates	<u>Jeff Kreger / Stan Wallace / Sean Kreger</u>	
Fire Company and EMS Protection	<u>Washington Township Volunteer Fire Co</u>	
Emergency Management Coordinator	<u>Craig Stamile</u>	
Vacancy Board Chair	<u>Thomas Hamm</u>	
Auditors	<i>Appointed</i>	<u>1/1/24 - 12/31/24</u>
	<i>Appointed</i>	<u>1/1/24 - 12/31/24</u>
	<i>Appointed</i>	<u>1/1/24 - 12/31/24</u>
Planning Commission	1	<u>Doug Stugart 1/1/22 – 12/31/25</u>
4 Year Term	2	<u>Pete Miller 1/1/23 – 12/31/26</u>
	3	<u>Tom Hamm 1/1/24 – 12/31/27</u>
	<i>Alternate</i>	<u>Chris Ulrich 1/1/23 – 12/31/26</u>
	<i>Alternate</i>	<u>1/1/24 – 12/31/27</u>
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 1/1/24 – 12/31/24</u>
	2 year	<u>Max Farley, Vice Chair 1/1/23 – 12/31/24</u>
	3 year	<u>David Ulrich 1/1/24 – 12/31/26</u>
	<i>Alternate</i>	<u>Mosie Lapp 1/1/23 – 12/31/24</u>
	<i>Alternate</i>	<u>Ken Bashista 1/1/22 – 12/31/23</u>
	<i>Alternate</i>	<u>Levi Stoltzfus 1/1/24 – 12/31/26</u>

ADJOURN ORGANIZATION MEETING AND BEGIN REGULAR MEETING

1. Public Comment on Agenda Items Only
2. Acceptance of Minutes from December 4, 2023
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
 - Norman Esh Subdivision
 - Jonathan Fisher Land Development
8. Old Business
9. New Business
10. Public Comment
11. Announcements and Calendar of Events
 - Board of Auditors' Meeting: Wednesday, 01/03/24
 - Planning Commission Meeting: Tuesday, 01/16/23 at 7 PM
 - Supervisors' Meeting: Monday, 02/05/23 at 6 PM
12. Adjournment