

**TOWANDA TOWNSHIP  
AGENDA  
REORGANIZATION MEETING- 10:00am  
January 6th, 2025**

<b>APPOINT TEMPORARY CHAIRMAN:</b> Charlotte Sullivan	<b>Motion:</b>	<b>Seconded:</b>
<b>APPOINT TEMPORARY SECRETARY:</b> Lori Kepner	<b>Motion:</b>	<b>Seconded:</b>
<b>NOMINATE:</b> CHAIRMAN: VICE-CHAIRMAN: MEMBER:	<b>Motion:</b>	<b>Seconded:</b>
<b>APPOINT SECRETARY/TREASURER:</b> Lori Kepner Set compensation for Secretary/Treasurer at \$20.30per Hour Permanent part time	<b>Motion:</b>	<b>Seconded:</b>
<b>APPOINT OPEN RECORDS OFFICER:</b> Lori Kepner	<b>Motion:</b>	<b>Seconded:</b>
<b>APPOINT EMER. MANAGEMENT COORIDNATOR:</b> EMA- joint with Towanda Borough Contracted Rate	<b>Motion:</b>	<b>Seconded:</b>
<b>APPOINT ZONING OFFICER:</b> on an as needed basis no compensation:	<b>Motion:</b>	<b>Seconded:</b>
<b>APPOINT NEW GENERAL LABORERS-</b> part-time as needed basis	Wages \$15.00	per hour
<b>APPOINT GENERAL LABORERS TIME-</b> part-time as needed basis	Wages \$16.90	per hour
<b>APPOINT ROAD MASTER-</b> Ray Green	Wages \$ 30.90	per hour
<b>APPOINT CDL DRIVERS-</b> part-time on call basis	Wages \$17.00	per hour
	<b>Motion:</b>	<b>Seconded:</b>
<b>AFFIRM WORKING SUPERVISORS:</b>		
<b>WORKING SUPERVISOR:</b> Charlotte Sullivan, Wilma Lindsey, Joseph Snell. Suggestions to auditors Wages \$18.95 per Hour		
	<b>Motion:</b>	<b>Seconded:</b>
<b>ESTABLISH TREASURERS BOND AT \$400,000.00</b>	<b>Motion:</b>	<b>Seconded:</b>
<b>APPOINT ENGINEER:</b> Stiffler & McGraw Assoc.	<b>Motion:</b>	<b>Seconded:</b>
<b>APPOINT CHAIRMAN OF THE VACANCY BOARD:</b> Mike Welliver	<b>Motion:</b>	<b>Seconded:</b>
<b>APPOINT ASSISTANT SECRETARY:</b> Wilma Lindsey	<b>Motion:</b>	<b>Seconded:</b>
<b>APPOINT TMA REPRESENTATIVE:</b> Joe Snell	<b>Motion:</b>	<b>Seconded:</b>
<b>APPOINT BCTCC REPRESENTATIVES:</b> Charlotte Sullivan Voting Delegate Wilma Lindsey- 1 <sup>st</sup> alternate Joseph Snell - 2 <sup>nd</sup> alternate Resolution- 01062025	<b>Motion:</b>	<b>Seconded:</b>
<b>APPOINT FIRE BOARD REPRESENTATIVE:</b> Joe Snell Second Tuesday of each month at 6pm at the Fire Dept	<b>Motion:</b>	<b>Seconded:</b>
<b>APPOINT AIRPORT REPRESENTATIVE:</b> Joe Snell	<b>Motion:</b>	<b>Seconded:</b>
<b>APPOINT BC TRAIL REPRESENTATIVE:</b> Joe Snell	<b>Motion:</b>	<b>Seconded:</b>

**APPOINT CBPA REPRESENTATIVES:** Charlotte Sullivan  
According to the CBPA By-laws Avery Boardman  
Dr. Henson  
Mike Welliver  
Jody Place

**Motion: Seconded:**

**APPOINT COG MEMBER REPRESENTATIVE:** Whoever wants to attend **Motion:**  
**Last Monday of each month 7:30pm at Troy Borough Hall**

**Seconded:**

**APPOINT TOWNSHIP DEPOSITORIES:** PLIGIT  
CITIZENS & NORTHERN BANK

**Motion: Seconded:**

**APPOINT SOLICITOR:** Jonathan Foster \$130.00 per hr

**Motion: Seconded:**

**APPOINT ZONING HEARING BOARD MEMBERS:** Paul Kreischer  
Charles Strickland  
Jeff Innocenzo

**Motion: Seconded:**

**APPOINT FLOOD PLAIN MANAGEMENT:** Code Inspections

**Motion: Seconded:**

**APPOINT COG CONTRACT BUILDING CODE ENFORCEMENT OFFICER:**

Code Inspections Inc., Troy PA 16347

**Motion: Seconded:**

**ESTABLISH TOWANDA TOWNSHIP MUNICIPAL BUILDING 44 CHAPEL STREET, TOWANDA PA 18848 AS LOCATION FOR THE 2025 TOWNSHIP MEETINGS WITH DATES SET FORTH AT December 2024 TOWNSHIP MEETING which are the following:** The October, November, December, January, February and March meetings will be held at our Township Garage Office location 53 Lindsey Road. The remaining monthly meetings will be held at the Township Municipal Building at 44 Chapel Street, Towanda PA. All Regular Monthly Meetings are at 10:00AM and are open for any and all business. They are as follows: Jan 6<sup>th</sup>, Reorganization Meeting and the Regular monthly meeting, Feb 10<sup>th</sup>, March 10<sup>th</sup>, April 14<sup>th</sup>, May 12<sup>th</sup>, June 9<sup>th</sup>, July 14<sup>th</sup>, Aug 11<sup>th</sup>, Sept 8<sup>th</sup>, Oct 14<sup>th</sup>, Nov 10<sup>th</sup>, and Dec 8<sup>th</sup>. Holidays are Jan 1<sup>st</sup>, Feb 17<sup>th</sup>, May 26<sup>th</sup>, July 4<sup>th</sup>, Sept 1<sup>st</sup>, Nov 27<sup>th</sup>, and 28<sup>th</sup>, Dec 25<sup>th</sup>, and 26<sup>th</sup>, and one floating Holiday.

**CERTIFY VOTING DELEGATE AT PSATS CONVENTION:** The person who may attend PSATS convention such as supervisors, road foreman or township secretary will act as voting delegate for Towanda Township. To be determined by the board.

**SET RATES FOR EQUIPMENT RENTAL:** Township Operator pay additional costs.

Backhoe	\$95.00
Lg. truck	\$85.00
Sm truck	\$70.00
Tar Buggy	\$45.00
Roller	\$75.00
Tractor/mower	\$185.00

**Motion: Seconded:**

plus Township Operator required and will be at an additional cost".

**Contracted Rates:** Contracted Sidewalk snow removal: \$250.00 per occurrence

**Motion: Seconded:**

**SET TAXES:**

Real Estate:	2.48 mills		
Special Fire tax:	1.91 mills		
Real Estate Transfer	.5%		
Earned Income	.5%	(Budget resolution passed at the Dec 2024 with no tax increase)	

**Motion:                      Seconded:**

**TOTAL MILES OF TOWNSHIP ROADS: 13.91**

**SET MILAGE RATE: Federal Rate \_\_.70\_per mile                      Motion:                      Seconded:**  
Maybe subject to change depending on the Federal guidelines

**EVERYDAY BILLS TO BE PAID ARE TO BE PAID BEFORE LATE FEES ARE ASSESSED:                      Motion:                      Seconded:**

**THE TOWNSHIP WILL CONTINUE TO PARTICIPATE IN A TOWNSHIP PENSION PLAN WITH THE TOWNSHIP CONTRIBUTING 3% TOWARDS THE PLAN:                      Motion:                      Seconded:**

**ROADFOREMAN AUTHORIZED TO MAKE PURCHASES UP TO \$1500.00 WITHOUT PRIOR APPROVAL BUT WILL CONTACT SECRETARY WITH PURCHASE INFORMATION AND INVOICE.**

**ESTABLISH 5 MINUTE LIMIT ON VISITORS TO BE HEARD DURING MEETINGS:                      Motion:                      Seconded:**

**Holidays & Benefits TO BE DETERMINED IN EMPLOYEE MANUAL**

**OLD BUSINESS:**

**CITIZENS TO BE HEARD:**

**ADJOURN:**