

MINUTES
Board of Supervisors of Williams Township
Tuesday, January 2, 2024/7:00 P.M.

The Board of Supervisors convened for their Annual Organizational Meeting. Attendees: Ronald H. Paul; Thomas A. Shuttlesworth; Jack C. Schaeffer, Jr.; Beth Ann Shuttlesworth; and resident, Larry Hoke. Mr. Joseph Kerwin, Solicitor, was absent.

Upon Call to Order, Tom Shuttlesworth made a motion to recognize newly elected supervisors: Ronald H. Paul and Jack C. Schaeffer, Jr. Motion by Tom Shuttlesworth to appoint Ronald Paul as Temporary Chairman; seconded by Jack Schaeffer. Motion by Tom Shuttlesworth to appoint Ronald Paul as Chairman of the Board, seconded by Jack Schaeffer. Motion by Ron Paul to appoint Tom Shuttlesworth as Vice Chairman of the Board, seconded by Jack Schaeffer. Motion by Ron Paul to appoint Beth Ann Shuttlesworth as Secretary/Treasurer, seconded by Jack Schaeffer. All salaries for full-time and part-time employees remain unchanged. Affirmed the following supervisors for the Township: Ronald H. Paul, Thomas A. Shuttlesworth and Jack C. Schaeffer, Jr. Recommended increase in gross monthly salary of supervisors from \$100.00 to \$150.00, pending approval by the Auditors at their annual meeting on January 3, 2024. The Treasurer's Bond remains unchanged at \$300,000.00. The Township's legal counsel remains as Joseph Kerwin, Esquire. The Engineering Firm remains Light-Heigel & Associates. The Sewage and Uniform Construction Code Inspector remains Brian McFeaters. Mr. Robert Reiber was re-appointed to serve as Chairman of the Vacancy Board. The depositories for the Township funds remain as Mid Penn Bank. The Board's regular monthly meeting dates, time and location were published in the local newspaper, Township website and posted on the office door. The holiday observance dates remain unchanged. The mileage rate for reimbursement is .65 cents per mile; bid limits set at \$22,500.00 minimum; and telephone quotes set at \$12,200.00. A motion to adjourn the Annual Organizational meeting was made by Ron Paul, seconded by Tom Shuttlesworth.

The Board continued with their regular scheduled monthly meeting with the above-listed attendees. Minutes from December's Board meeting and Treasurer's Report for December were approved.

- Resident/property owner concerns were discussed. The Board discussed the "notice of unsafe structures" letters sent to seven property owners in the Township. Three property owners contacted the Township to discuss compliance.
- The Township completed the Municipal Tax Information Form to DCED listing the change of our Local Services Tax (LST) Collector from Berkheimer to Keystone Collections Group in 2024.
- A motion was made by Ron Paul to pay the invoice received from Hanover Engineering Associates, Inc., for the Ray & Broad Street Intersection Study in the amount of \$1,230.75; seconded by Jack Schaeffer.
- The Township received the 2023 Ford F350 Truck on December 28, 2023; payment was rendered to Gene Latta Ford in the amount of \$97,898.00. Advertisement regarding sealed bids for the Township's 2001 Ford 350 Truck will be placed in the next edition of The Citizen Standard.
- Jack Schaeffer proposed applying for grant money in 2024 for a new backhoe and additional paving projects.

Being no further business to discuss, motion made by Ron Paul, seconded by Tom Shuttlesworth, to adjourn the meeting at approximately 7:20 P.M.