

**MINUTES**  
**WILLIAMS TOWNSHIP**  
**Tuesday, January 3, 2023/7:00 P.M.**

The Board of Supervisors convened for their Annual Organizational Meeting. Attendees: Ronald Paul; Thomas Shuttlesworth; Jack Schaeffer, Jr.; Karolyn Kerwin, representing Joe Kerwin, Esquire; and Beth Ann Shuttlesworth.

Upon Call to Order, Motion by Ronald Paul to re-appoint Jack Schaeffer, Jr., to the supervisor vacancy position of Harold Smith; Motion Carried. Motion by Tom Shuttlesworth to appoint Ronald Paul as Temporary Chairman; Motion Carried. 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 Jack Schaeffer to appoint Beth Ann Shuttlesworth as the Secretary/Treasurer, seconded by Tom Shuttlesworth. All salaries remain unchanged pending approval at the Auditors' meeting to be held on January 4, 2023. Other employee salaries are set by the 2023 budget for the full-time Roadmaster and part-time laborer – hourly rate increase from \$18.50 to \$19.00 and \$15.00 to \$15.50, respectively, pending approval at Auditors' meeting. The Treasurer's Bond remains unchanged at \$300,000.00. The Township's legal counsel remains as Joseph Kerwin, Esquire. The Engineering Firm remains as Light-Heigel & Associates. The Sewage and Uniform Construction Code Inspector remains as Brian McFeaters. Mr. Robert Reiber was re-appointed to serve as Chairman of the Vacancy Board. Depositories for the Township funds remains as Mid Penn Bank. The Board's regular monthly meeting dates, time and location were published in local newspaper, Township website and inside office door. The holiday observance dates remain unchanged. 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. Being no further business to discuss, 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 the previous month's meeting and Treasurer's Report for December were approved.

- Discussed dilapidated property at 515 West Broad Street – the property owner is in the process of contacting a contractor to raze said structure. Ron Paul will re-engage with owner if the status remains unchanged by April 2023.
- Update on status of new F-350 Truck – The Township sent letters approving quotes provided by U.S. Municipal and Gene Latta Ford by certified mail on December 7, 2022.
- Update on QuickBooks Online Plus – The Secretary/Treasurer will proceed with obtaining and integrating this accounting and payroll system circa February 2023.
- The Williams Valley Youth Baseball Association submitted documents for the 2023 season. After review by Solicitor, Joe Kerwin, Esquire, said documents were approved (received Certificate of Insurance, following meeting). Ron Paul will review the Lease Agreement.

Being no further business to discuss, motion made by Ron Paul, seconded by Tom Shuttlesworth, to adjourn the meeting at approximately 7:30 P.M.