

MINUTES
Board of Supervisors of Williams Township
Monday, January 5, 2026/7:00 PM

The Board of Supervisors convened for their Annual Organization Meeting. Attendees: Jack C. Schaeffer; Thomas A. Shuttlesworth; James A. Shuttlesworth; Beth Ann Shuttlesworth; Joseph Kerwin, Esquire; residents: Caleb and Shelby Machamer.

Upon Call to Order, Tom Shuttlesworth made a motion to recognize newly elected supervisors, Jack C. Schaeffer, Jr., and James A. Shuttlesworth. Oath of Office recited by Jack Schaeffer and Jim Shuttlesworth, respectively. Motion by Tom Shuttlesworth to appoint Jack C. Schaeffer, Jr., as Temporary Chairman; seconded by Jim Shuttlesworth. Motion by Jim Shuttlesworth to appoint Jack C. Schaeffer, Jr., as Chairman of the Board, seconded by Tom Shuttlesworth. Motion by Jack Schaeffer to appoint Tom Shuttlesworth as Vice Chairman, seconded by Jim Shuttlesworth. Jack Schaeffer made a motion to appoint Beth Ann Shuttlesworth as Secretary/Treasurer; seconded by Tom Shuttlesworth. Motion by Tom Shuttlesworth to re-appoint Brian Null as Road Master with an increase in hourly rate from \$21.00 to \$21.50; seconded by Jack Schaeffer. The salary for a part-time/seasonal laborer is \$16.00 per hour; and the bi-weekly salary of the Secretary-Treasurer remains \$525.00. Affirmed the following supervisors for the Township: Jack C. Schaeffer, Jr.; Thomas A. Shuttlesworth; and James A. Shuttlesworth. In accordance with the supervisors' compensation bill signed into law as Act 94 of 2024 (HB 2288) on October 2, 2024, newly elected supervisors will receive a monthly gross salary of \$250.00. The monthly gross salary for existing serving supervisor, Tom Shuttlesworth, remains \$150.00. The Treasurer's Bond remains at \$300,000.00. The Township's legal counsel remains as Joseph Kerwin, Esquire. The Township approved the re-appointment of Light-Heigel & Associates, Inc., as the Engineering firm and Building Code Official and Code Enforcement Officer. The Township approved the re-appointment of Brian McFeaters and Carrie McFeaters as the Sewage and Uniform Construction Code Inspectors. Mr. Robert Reiber was re-appointed to serve as Chairman of the Vacancy Board. The depositories for the Township funds are Mid Penn Bank and Pennsylvania Local Government Investment Trust (PLGIT). The Board's regular monthly meeting dates, time and location were published in *The Citizen Standard* and are posted on the Township's website and posted on the office door. The holiday observance dates remain unchanged. The mileage rate for reimbursement is .72 cents per mile; advertisement bid limits set at \$24,500.00 minimum; and telephone quotes set at \$13,200.00. Jack Schaeffer made a motion to approve the Annual Organization meeting notes; seconded by Tom Shuttlesworth.

The Board continued its regular Board meeting. Meeting minutes from December 8, 2025, meeting and Treasurer's Report for December 2025 were approved.

Business:

- Awaiting execution of 2025 Local Share Municipal Grant Agreement from Dauphin County.
- Continue to monitor property boundary issues with PA Game Commission.
- NFIP Audit – Stoneroad Iron & Metal awaiting completed survey from PennCore Consulting.
- Diesel Fuel tank at Township Garage – moving forward with preparation/purchase.
- Tree Trimming – Recon this month and get estimate of cost(s).
- Continue to monitor road maintenance provided at Laurel Hill Project.
- Williams Valley Youth Baseball Association Lease – 2026. Jack Schaeffer made a motion to execute the Lease; seconded by Jim Shuttlesworth.

Being no further business to discuss, motion made by Jim Shuttlesworth, seconded by Tom Shuttlesworth to adjourn the meeting at approximately 7:20 PM.