

**EAST PENN TOWNSHIP BOARD OF SUPERVISORS**  
**Meeting Agenda**

January 2, 2024

6:30 PM

**RE-ORGANIZATION & REGULAR BUSINESS MEETING**

- I. Call to order
- II. Pledge of Allegiance
- III. Roll call
- IV. Announcements to the public
- V. Courtesy of The Floor
- VI. Motions for Re-Organization Matters:
  - a) Temporary Chairman
  - b) Temporary Secretary
  - c) Board Chairman for 2024
  - d) Board Vice-Chairman for 2024
  - e) Meetings
  - f) Office Hours
  - g) Resolution 2024-01 "Salary Schedule"
  - h) Working Supervisor rate of pay
  - i) Appointment of Township Manager/Secretary/Treasurer
  - j) EIT & LST Collector
  - k) Per Capita Tax
  - l) Treasurer's Bond
  - m) Resolution 2024-03 "Bank Depositories"
  - n) Roadmaster Appointment
  - o) Road Crew
  - p) As-Needed Road Crew Assistance
  - q) Appointment of Community Center Admin.
  - r) Resolution 2024-04 "2024 Mileage Reimb."
  - s) PSATS Voting Delegate

- t) Vacancy Board Appointment
- u) Appointment of Township Solicitor
- v) Appointment of Assistant Township Solicitor
- w) Appointment of Planning Commission Secretary
- x) Appointment of Assistant Secretary/Sewer Billing Clerk
- y) Appointment of LCRC Rep.
- z) Appointment of Township SEO & Alternate SEO
- aa) Appointment of Zoning Officer
- bb) Appointment of Fire Chief & Assistant Fire Chief
- cc) Appointment of Township Engineer
- dd) Appointment of Sanitary Sewer Project Engineer & Township Plumbing Inspector
- ee) Appointment of UCC Inspection Companies
- ff) Appointment of Building Code Official
- gg) Appointment of EMC & Deputy EMC
- hh) Appointment of Rep. for the Leighton Memorial Library Committee
- ii) Appointment of Stenographer
- jj) Motion to set the Comm. Center & Playground Rates
- kk) Appointment of Open Records Officer
- ll) Appointment of CDL Drug Testing Contacts
- mm) Appointment of Local Tax Collection Committee Delegates
- nn) Appointment of PA 1 Call Reps.
- oo) Appointment of Parks Commission Term
- pp) Appointment of Planning Commission Term
- qq) Appointment of Zoning Hearing Board Term
- rr) Appointment of Joint UCC Board of Appeals Term
- ss) Appointment of COG Rep.
- tt) Motion to Declare Vacancies

## **REGULAR MEETING**

### **Announcements to the public**

#### **Courtesy of the Floor**

#### VII. Motions for Approval:

- a) December 4, 2023 Regular Meeting
- b) Treasurer's report for December 1<sup>st</sup> thru the 31<sup>st</sup>
- c) Invoices for payment

#### VIII. Roads:

- a) Road Report
- b) 2024 Road Projects if available
- c) Road Items – Motion to ratify pol of the Board taken on 12/7/23

#### IX. Subdivisions, Land Development, Stormwater Management

- a) Troy McFarland- Motion for waiver request for Land Development

#### X. Unfinished Business:

- a.) Updates on Civil Complaints
- b.) Grant updates
- c.) Sewer updates

#### XI. New Business and Motions:

- a) Resolution 2024-06 "2024 Fee Schedule"
- b) 2024 PSATS Educational Conference
- c) Ag Security Advisory Committee
- d) Act 205 Pension
- e) Pension Fund Administrator
- f) UVO Annual Donation
- g) Leighton Memorial Library Annual Donation
- h) Signatures for Township Funds
- i) Designation of Key Supervisors
- j) Waiver of Supervisor Compensation
- k) 2023 Supervisor Compensation Donation
- l) Overtime
- m) Act 44- Township's Disclosure Statement
- n) Fire Fund
- o) Temporary Budget Transfers
- p) Outside Contractors with Equipment Bids
- q) Township Equipment Use Rate
- r) Resolution 2024-05 "Auditor Appointment"

- s) General Liability, Auto, Umbrella, WC Insurance Renewal
- t) Resolution 2024-07 “Small Quantities of Bituminous Materials”
- u) Motion to Ratify the Poll of the Board taken on 12/11/23- Post Office Light
- v) Motion to Ratify the Poll of the Board taken on 12/11/23- Mahoning Ambulance Request
- w) Suburban Propane Proposal for 1,000 gall. Tank

**XII. Parks & Recreation-**

- a) Park Updates
- b) Motion to Authorize the Solicitor to set a resolution for a 10-mph speed limit on the D&L Trail

**XIII. Committee Minutes, Reports, Correspondence**

**XIV. Adjournment Motion**