

Plunketts Creek Township
Supervisor's Meeting
Agenda
January 6, 2025

Anyone wishing to make a public comment may do so before a vote is taken.
We ask that you try to keep your comments to a maximum of five minutes.
The meeting will be called to order at 7:00 PM.

Organization

- Appoint a temporary chairman or have the 2024 chairman start the meeting.
- Organize under the supervision of a temporary chairman or 2024 chairman. The temporary chairman will receive nominations for a permanent chairman.
- Nominate and elect a vice chairman and appoint a secretary and treasurer.
- Set regular meeting schedule dates and have the Secretary publish this information in the newspaper in accordance with the Sunshine Law.
 - Dates in 2025 – February 3, March 3, April 7, May 5, June 2, July 7, August 4, August 25, October 6, November 3, December 1, December 29, 2025. Organization meeting will be held on Thursday January 5, 2026.
 - Road tours – at 8:00 AM at the discretion of Roadmaster on April 5 and October 4, 2025.
- Motion to approve resolution 2025-01 to appoint Baker Tilly a certified and competent public accountant to examine all the accounts of the Township of Plunketts Creek for the fiscal year of 2024 fee range from \$8,090 to \$9,100.
- Payment amount for Public Auditors (CPA firms) meetings attended by Secretary and or Treasurer- \$10.00- currently no elected auditors for meeting attendance.
- To pay the Supervisors elected/re-elected a salary of \$1875 per year in accordance with State Act 68
- To continue to deposit general funds into Woodland then transfer to PLGIT leaving a \$3000 running balance to cover electronic transfers and debit card purchases.
- To continue to deposit general funds set up for electronic transfer directly into PLGIT general account.
- To deposit township state funds electronically to PLGIT
- To re-appoint Solicitor- Chris Kenyon McCormick Law Firm as Township Solicitor.
- To re-appoint R.K. Webster LLC as township Engineer
- To pay federal mileage rate (\$0.70 per mile) for use of their vehicles for township business.
- To continue bonds on Secretary and Treasurer through DGK Insurance in amount of \$800,000.00 each.
- To pay general laborers of the township a rate of \$13.50 per hour, skilled laborers a rate of \$15.50 per hour, road supervisor a rate of \$16.50 per hour and to employ persons under the age of 18 by special consent of their parents.
- To give Roadmaster Brad Stine authorization to use his discretion when dealing with road maintenance emergencies.
- To join the PA. State Association of Township Supervisors and to subscribe to the Township News as approved by Township Supervisors.
- To authorize the Secretary and or Treasurer to purchase office supplies up to \$200.00 without prior authorization from Township Supervisors.
- To pay for lawn mowing of township grounds with Township mower the employee's rate.

- To pay Craig Lewis and Emerson Lewis their regular hourly rate to act as building caretakers and do building maintenance.
- To appoint SEO Services of Paul Baran, 7966 Route 487, Dushore, PA 18617 as sewage officer.
- To appoint Dave Ambrose and Bruce Ginter to Planning Commission 4-year term ending in 2028.
- The Roadmaster is authorized to plow and cinder the PCTVFD parking lot and the Barbour's Cemetery entrance when requested prior to a burial service.
- To Reappoint Brad Stine to Roadmaster at a rate of \$17.50 per hour and federal mileage rate (\$0.70 per mile) for use of his personal vehicle for township business
- The Roadmaster is authorized to spend up to \$200 for supplies without prior authorization on behalf of the township.
- To appoint Ed Johns to the vacancy board
- PSAT conference – designate voting delegate – who may be attending.
- To approve current Expense Policy for attendances to conferences and meetings.

Actions approved by the board will not require a second: a vote will be taken.

- Supervisors to make motion with unanimous approval for Supervisors all to be appointed as Roadmaster – Ray Lewis, John Blair, and Jason Lewis.
- As the township has no quorum of auditors and the pay rate for the Roadmaster can only be set by elected auditors the pay rate for Supervisors as Roadmaster will stand at \$16.50 per hour.
- Treasurer's Report: 2024 Profit/Loss Statement presented.

Continuation Regular Monthly Meeting:

Approval or correction of December 30th meeting minutes as printed.

Guests:

Reports:

PCTVFD

CII (Code Inspections Inc.)

Planning Commission

Recreation Commission

Emergency Management Officer

Roadmaster

Library

Sewage Officer

County Zoning

Township Permit Officer

Secretary Notes

- Ambulance call log attached to Supervisors packets.

Continuing Business:

- Lower Manor Road Repair- permit has been received -prints received- Supervisor Jason Lewis is looking into different courses of action other townships are using for bidding and completely – will advise. Supervisor Ray Lewis will contact Barry Garverick at PennDOT to discuss.
- Woodland Bank- Mausoleum- transfer is in progress – per attorney all paperwork is signed waiting for the courts to approve.

New Business:**Dates to Remember:**

- Supervisors – February 3rd
- Planning Commission – January 15th
- Recreation Commission – January 8th

Planning and Recreation Commissions only meet as needed for land development /subdivisions and recreation events.

Deeds Reviewed: None to view

Correspondence and Communications:

Checks Reviewed and Signed

Meeting Adjourned:

