

Plunketts Creek Township  
Supervisor's Meeting  
Agenda  
January 2, 2023

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
- Organize under the supervision of a temporary chairman appointed by the supervisors. 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 Secretary publish this information in newspaper in accordance with the Sunshine Law.
  - Dates in 2023 – February 6, March 6, April 3, May 1, June 5, July 3, August 7, August 28, October 2, November 6, December 4, December 26, 2022
  - Organizational meeting will be held January 2, 2024, and Auditors meeting January 3, 2024.
  - Road tours – April 1 and October 7 at 8:00 AM at the discretion of Roadmaster
- Motion to approve resolution 2023-01 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 2022.
- 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- David Smith, Chris Kenyon McCormick Law Firm as Township Solicitors
- To re-appoint R.K. Webster LLC as township Engineer
- To pay federal mileage rate (\$62.5 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 \$12.50 per hour, skilled laborers a rate of \$14.50 per hour, road supervisor a rate of \$15.50 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 Jami Nolan, SEO Services of Montoursville, PA as sewage officer
- The Roadmaster is authorized to plow and cinder the PCTVFD parking lot and the Barbours Cemetery entrance when requested prior to a burial service.
- To Reappoint Brad Stine to Roadmaster at a rate of \$16.50 per hour and federal mileage rate (\$.62.5 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 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: 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 township has no quorum of auditors and the pay rate for the Supervisors was set by auditors for 2021 and the rate is not changing the township same roadmaster rate will apply to Supervisors as Roadmaster for 2023.

Approval or correction of December 26th meeting minutes as printed.

Treasurer's Report: 2022 Profit/Loss Statement presented

Guests:

Reports:

- PCTVFD
- CII (Code Inspections Inc.)
- Planning Commission
- Recreation Commission
- Emergency Management Officer
- Roadmaster
- Library
- Sewage Officer
- Township Permit Officer

Continuing Business:

- Cul-de-sac – Cemetery Road
- AED Equipment for township building

New Business:

Dates to Remember:

- Supervisors – February 6th
- Planning Commission – January 18<sup>th</sup>
- Recreation – January 11<sup>t</sup>

Deeds Reviewed:

Correspondence and Communications:

Checks Reviewed and Signed

Meeting Adjourned

