

The re-organizational meeting and monthly meetings of the Plunketts Creek Township Board of Supervisors was called to order Monday January 2, 2023, at 7:00 PM in the township building.

PRESENT: John Blair, Chairman Supervisor
 Ray Lewis, Vice Chairman Supervisor
 Jason Lewis, Supervisor
 Patricia (Pat) Johnson, Secretary
 Carrie Stine, Treasurer

Guests: Brad Stine, and Jessica Mathias

Organization

- Appoint a temporary chairman -Supervisor Ray Lewis was appointed temporary chairman
- Organize under the supervision of a temporary chairman appointed by the supervisors. The temporary chairman will receive nominations for a permanent chairman Supervisor Ray Lewis nominated John Blair as permanent Chairman with unanimous approval
- Nominate and elect a vice chairman and appoint a secretary and treasurer Chairman John Blair nominated Supervisor Jason Lewis as Vice Chairman with unanimous approval. Supervisor Ray Lewis made the motion with unanimous approval to appoint Patricia Johnson as Secretary/Assistant Treasurer and Carrie Stine as Treasurer/Assistant Secretary
- 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
- Supervisor Ray Lewis made motion to advertise the meeting dates with unanimous approval.
- 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. Vice-Chairman Supervisor Jason Lewis made a motion with unanimous approval to accept contract with Baker Tilly – Resolution was signed.
- Payment amount for Public Auditors (CPA firms) meetings attended by Secretary and or Treasurer- \$10.00/hr.- 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 (\$65.5 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 all township employees 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 Barbour's 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 (\$.65.5 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, currently there are no attendees for the conference.
- 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.
Supervisor Ray Lewis made a motion with unanimous approval for all items listed above that have not previously been approved with motions.
- Supervisors to make motion with unanimous approval for Supervisors all to be appointed as Roadmaster – Ray Lewis, John Blair, and Jason Lewis.
Supervisor Jason Lewis made motion with unanimous approval for Supervisors to act as Roadmasters.
- 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.

Supervisor Jason Lewis made motion with unanimous approval to accept the December 26th minutes as written.

Treasurer's Report: 2022 Profit/Loss Statement presented

Monthly Meeting:

Guests: Brad Stine and Jessica Mathias

Reports:

- PCTVFD- No Report
- CII (Code Inspections Inc.)- No Report
- Planning Commission- No Report
- Recreation Commission- No Report
- Emergency Management Officer- No Report
- Roadmaster- No Report
- Library -No Report
- Sewage Officer-No
- Township Permit Officer-No Report
- Secretary Notes – No

Continuing Business:

- Cul-de-sac – Cemetery Road- waiting on paperwork from attorney
- AED Equipment for township building

New Business: No new business for this meeting

Dates to Remember:

- Supervisors – February 6th
- Planning Commission – January 18th
- Recreation – January 11th

Deeds Reviewed: None

Correspondence and Communications: None

Checks Reviewed and Signed with Meeting Adjourned at 7:25

Respectfully Submitted

Patricia Johnson

Plunketts Creek Township, Secretary

