

**TOWANDA TOWNSHIP**  
**AGENDA**  
**REORGANIZATION MEETING- 10:00am**  
**January 3rd, 2022**

**APPOINT TEMPORARY CHAIRMAN:** Charlotte Sullivan **Motion:** **Seconded:**

**APPOINT TEMPORARY SECRETARY:** Lori Kepner **Motion:** **Seconded:**

**NOMINATE:** CHAIRMAN: \_Charlotte Sullivan  
 VICE-CHAIRMAN: Wilma Lindsey  
 MEMBER: Joseph Snell **Motion:** **Seconded:**

**APPOINT SECRETARY/TREASURER:** Lori Kepner  
 Set compensation for Secretary/Treasurer at \$18.55 per Hour  
 Permanent part time **Motion:** **Seconded:**

**APPOINT OPEN RECORDS OFFICER:** Lori Kepner **Motion:** **Seconded:**

**APPOINT EMER. MANAGEMENT COORIDNATOR:** **Motion:** **Seconded:**  
**EMA- joint with Towanda Borough**

**APPOINT ZONING OFFICER:** on an as needed basis **Motion:** **Seconded:**

**APPOINT NEW GENERAL LABORERS-** part-time as needed basis Wages \$13.80 per hour  
**APPOINT GENERAL LABORERS TIME-** part-time as needed basis Wages \$15.50 per hour  
**APPOINT ROAD MASTER-** Ray Green Wages \$25.35 per hour  
**APPOINT CDL DRIVERS-** part-time on call basis Wages \$22.00 per hour  
**Motion:** **Seconded:**

**AFFIRM WORKING SUPERVISORS:**

**WORKING SUPERVISOR:** Charlotte Sullivan, Wilma Lindsey, Joseph Snell.  
 Suggestions to auditors Wages \$17.40 per Hour  
**Motion:** **Seconded:**

**ESTABLISH TREASURERS BOND AT \$\_\_\_\_\_** **Motion:** **Seconded:**

**APPOINT ENGINEER:** Stiffler & McGraw Assoc. **Motion:** **Seconded:**

**APPOINT CHAIRMAN OF THE VACANCY BOARD:** Mike Welliver **Motion:** **Seconded:**

**APPOINT ASSISTANT SECRETARY:** Charlotte Sullivan **Motion:** **Seconded:**

**APPOINT TMA REPRESENTATIVE:** Charlotte Sullivan **Motion:** **Seconded:**

**APPOINT BCTCC REPRESENTATIVES:** Charlotte Sullivan Voting Delegate  
 Wilma Lindsey- 1<sup>st</sup> alternate  
 Joseph Snell - 2<sup>nd</sup> alternate  
 Resolution- 01032022 **Motion:** **Seconded:**

**APPOINT FIRE BOARD REPRESENTATIVE:** Joe Snell **Motion:** **Seconded:**  
 Second Tuesday of each month at 6pm at the Fire Dept

**APPOINT AIRPORT REPRESENTATIVE:** Joe Snell **Motion:** **Seconded:**

**APPOINT BC TRAIL REPRESENTATIVE:** Joe Snell **Motion:** **Seconded:**



**EVERYDAY BILLS TO BE PAID ARE TO BE PAID BEFORE LATE FEES ARE ASSESSED:**

**Motion:                      Seconded:**

**THE TOWNSHIP WILL CONTINUE TO PARTICIPATE IN A TOWNSHIP PENSION PLAN WITH THE TOWNSHIP CONTRIBUTING 3% TOWARDS THE PLAN:**

**Motion:                      Seconded:**

**THE TOWNSHIP TO DONATE TO THE HUMANE SOCIETY \$1000.00, TOWANDA PUBLIC LIBRARY \$1600.00, DONATE TO THE VETERANS MEMORIAL PARK \$200.00.**

**Donate to other various public vectors if allowable \$500.00**

**Motion:                      Seconded:**

**ROADFOREMAN AUTHORIZED TO MAKE PURCHASES UP TO \$1500.00 WITHOUT PRIOR APPROVAL BUT WILL CONTACT SECRETARY WITH PURCHASE INFORMATION AND INVOICE.**

**ESTABLISH 5 MINUTE LIMIT ON VISITORS TO BE HEARD DURING MEETINGS:**

**Motion:                      Seconded:**

**Holidays & Benefits TO BE DETERMINED IN EMPLOYEE MANUAL**

**OLD BUSINESS:**

**CITIZENS TO BE HEARD:**

**ADJOURN:**