

**WILLIAMS TOWNSHIP BOARD OF SUPERVISORS  
REORGANIZATION  
JANUARY 2, 2024  
7:00 P.M.**

CALL TO ORDER  
PLEDGE TO FLAG  
REORGANIZATION:

**a. Election of Officers**

- Appointment of Temporary Chairperson
- Nomination & Election of Chairperson
- Nomination & Election of Vice-Chair
- Appointment of Manager/Treasurer
- Appointment of Secretary/Assistant Treasurer

**b. Professional Appointments:**

Solicitor - Grim, Biehn & Thatcher

Engineer Collier's Engineering & Design represented by Ronald B. Madison, P.E.

Zoning Officer - Anthony Altimare

Building Code Office, Keycodes Inspection Agency

Alternate Zoning Officer - Collier's Engineering & Design, represented by Ronald B. Madison, P.E.

Zoning Hearing Board Solicitor (fees only) - Joseph Zator, Esq.; Township

Auditor - Riley and Company

Third Party Agency - Keycodes Inspection Agency

Landfill Inspectors - Joseph Black Alternate Host Municipal Landfill Inspector  
Collier's Engineering & Design represented by Ronald B. Madison, PE, Donald F. Bowman, PE, CHMM and Vincent J. Carbone;

Sewage Enforcement Officer - Joseph Black

Alternate Sewage Enforcement Officer - Ed Powell

LST Tax Collector - Keystone Collections Group

Delinquent Tax Collectors - Keystone Collections Group & Jenny Frindt

Earned Income Tax Collector - Keystone Collections Group

Labor Solicitor - Campbell Durrant, PC

Municipal Conservation Services - Natural Lands Trust

Resource Protection & Planning - Heritage Conservancy

**c. Board Appointments:**

- Planning Commission - **Michael Munch and Kevin Wyckoff**
- Zoning Hearing Board- **Duane Wagner + Alternate Vacancy**
- Land Preservation Board - **Lori Cox**
- Appeals Board - **3 Vacant Seats**

**d. Resolution 2024-1** - Establishing Holidays, Secretary/Assistant Treasurer/Manager Bond Limits, Mileage Reimbursement, Board of Supervisors Meeting Dates, Staff Appointments

**e. Township Depositories** - (Embassy Bank, Fulton Bank, & PLGIT)

**f. PSATS Voting Delegate** - Melody Ernst

**g. Compensation of Melody Ernst, Township Manager** - **Resolution 2024-2**

**CLOSE OF RE-ORGANIZATIONAL MEETING**

## **REGULAR BUSINESS MEETING**

**ANNOUNCEMENT OF EXECUTIVE SESSIONS** - Thursday, December 21, 2023 for Legal Matters and Tuesday, January 2, 2024 for Legal Matters.

**APPROVAL OF MINUTES** - DECEMBER 13, 2023 AND DECEMBER 21, 2023

**APPROVAL OF BILLS**

**MANAGERS REPORT**

**DIRECTOR OF PUBLIC WORKS REPORT**

1. Approval To Hire A Full Time Public Works Laborer

**ZONING OFFICE REPORT DECEMBER 2023**

There will not be a Zoning Hearing Board Meeting on Wednesday, January 24, 2024.

**PLANNING COMMISSION REPORT** – December 20, 2023

**LAND PRESERVATION BOARD REPORT** – December 19, 2023

**RECREATION BOARD REPORT** – None

**ENGINEER REPORT**

**SOLICITOR REPORT**

**OLD BUSINESS:**

1. Identity Theft – **Resolution 2024-3**

**NEW BUSINESS:**

1. Appoint Deputy Tax Collector – **Resolution 2024-4**
2. Approval of 2024 Fee Schedule – **Resolution 2024-5**
3. Approval of 2024 Sewer Fee Schedule – **Resolution 2024-6**
4. Approval of On-Lot Sewage System Fee Schedule – **Resolution 2024-7**
5. Approval of Job Description for Township Secretary/Assistant Treasurer

**SUPERVISORS' REMARKS**

**AUDIENCE COMMENTS**

**Please note that this meeting is being audio/video recorded and will be made available on the Township website. Public questions and comments during the meeting must be made at the microphone.**