

**DONEGAL TOWNSHIP BOARD OF SUPERVISORS
REORGANIZATION MEETING AGENDA
JANUARY 3, 2023**

1. Call Meeting to Order

2. Prayer.

3. Pledge of Allegiance.

4. Announcement of Recording.

5. Election of Board Officers

Motion to appoint Temporary Chairman

Motion to appoint Chairman

Motion to appoint Vice Chairman

Motion to appoint Secretary/Treasurer

6. Public Comments

7. Motion to set the Secretary/Treasurer Bond at \$1,800,000.00

8. Motion to reappoint The Lynch Law Group as Solicitor.

9. Motion to retain Chief John Yancosek as Chief of Police.

10. Motion to reappoint Eric Graham as Fire Marshall.

11. Motion to reappoint Mark Gordon as Code Enforcement Officer.

12. Motion to reappoint Municipal Consulting as the Building Code Officials.

- 13. Motion to appoint or reappoint the UCC Appeals Board. Current Members: James Barr, John Pavalla, and Michael Curtis.**
- 14. Motion to reappoint Harshman LLC as the Township Engineer.**
- 15. Motion to continue Keystone Collections Group as the Earned Income Tax Collector.**
- 16. Motion to continue Keystone Collections Group as the Local Services Tax Collector.**
- 17. Motion to charge \$2.00 for Tax Duplicates to be collected by the Tax Collector.**
- 18. Motion to charge \$45.00 for Tax Certification to be collected by the Tax Collector.**
- 19. Motion to appoint/reappoint a Deputy Tax Collector (Donna Kelsall).**
- 20. Motion to appoint an Office Supervisor.**
- 21. Motion to appoint a Water and Police Department Supervisor.**
- 22. Motion to appoint a Public Works Department Supervisor.**
- 23. Motion to appoint/reappoint a Vacancy Board (JD Martin).**
- 24. Motion to appoint/reappoint an Emergency Management Director (Zack Prescott).**
- 25. Motion to appoint a Voting Delegate for the Pennsylvania State Convention.**
- 26. Motion to establish that three (3) signatures are required to validate checks. Two (2) Supervisors and the Secretary/Treasurer.**
- 27. Motion to schedule the Agenda Meeting Dates and Time.**

- 28. Motion to schedule the Board of Supervisors Monthly Meeting Dates and Time. Change any dates that may fall on a Holiday (November) also any dates that would be in conflict with the State Convention which is being held April 23-26.**

- 29. Motion to observe the Holidays as set forth in the contracts. Any Holiday falling on Saturday will be Observed on Friday and any Holiday falling on a Sunday will be observed on Monday. The Christmas Eve and Christmas Day Holidays will need to be discussed they are on a Sunday and Monday in 2023.**

- 30. Motion to conduct the meetings per the Robert's Rules of Order.**

- 31. Motion to set the mileage reimbursement to 62.5 cents per mile according to the IRS July 2022.**

- 32. Motion to approve the fee schedule for 2023.**

- 33. Motion to appoint the Observer Reporter as the official Legal Advertising newspaper for Donegal Township.**

- 34. Motion to approve/reject the Secretary/Treasurer to pay any bill necessary in order to avoid delinquent charges and / or secure discounts.**

- 35. Motion to appoint/reappoint a Right-to-Know Officer.**

- 36. Adjournment of meeting.**