

**Muncy Creek Township
Organizational/Regular Supervisor's Meeting**

January 5, 2026

*Public Meetings may be recorded

AGENDA

1. Call Meeting to Order
2. Pledge of Allegiance
3. Public Comment on Agenda Items
4. Appoint Temporary Chairman and Temporary Secretary
5. Temporary Chairman receives nominations for Chairman
6. Chairman receives nomination for Vice Chairman
7. Motion to appoint Secretary/Treasurer -
8. Motion to Keep Temporary Positions – Part-time General Workers, Administrative Assistant
9. Motion to fill Temporary Positions–Part-time General Workers -
10. Motion to fill Temporary Position – Part-time Administrative Assistant -
11. Motion to appoint Zoning/Codes Officer -
12. Motion to retain Regular Employees
13. Motion to appoint Public Works Director -
14. Motion to appoint Public Works Foreman -
15. Motion to appoint Public Works Employee(s) -
16. Motion to appoint EMA coordinator -
17. Motion to appoint Solicitor and set salary at \$150/hr. – Mike Wiley and Firm
18. Motion to appoint Township Engineer(s) – Vassallo Engineering with Penn Core Consulting as the alternate
19. Motion to appoint Chairman Vacancy Board – Bill Poulton
20. Motion to appoint Member to Planning Commission to fill Alexis Newcomer term (4-year term) to end 2028 -
21. Motion to appoint Member to Planning Commission board (4-year term) to end 2029- Harley Fry II
22. Motion to appoint Member to Zoning Hearing Board (3-year term) to end 2028- Roger Jarrett
23. Motion to appoint Representative and Alternate to West Branch COG -
24. Motion to appoint SEO – Jami Nolan with Craig June as the back-up
25. Motion to appoint CPA for Payroll – Richard C. Lowe, P.C.
26. Motion to appoint Delegates for TCC per resolution 09-96 – Elissa Stine (alternate _____)
27. Motion to set treasurer's bond (\$400,000) – Travelers through HA Thompson
28. Appoint depository for all bank accounts - Citizen & Northern & PLGIT
29. Appoint Auditor for 2025 & 2026: Hallock Shannon, PC Certified Public Accountants
30. Set salary for employees: (part time and full time)
31. Approve benefit package for employees -
32. Set Clothing Allowance -
33. Set mileage rate – IRS Rate is 72.5 cents per mile driven
34. Approve meeting dates for 2026 – (3rd Mon.) 2/16, 3/16, 4/20, 5/18, 6/15, 7/20, 8/17, 9/21, 10/19, 11/16, 12/21 @ 7pm
35. ***Adjourn Organizational Meeting/Call Regular Meeting to Order***
36. Announce an executive session on January 3, 2026 at 9 am to discuss personnel
37. Waive Reading and Approve Supervisor's Meeting Minutes (December 15, 2025)
38. Communications:
 - a) Public Works Director Report- December Report
 - b) Code Inspections – December Report
 - c) Fire Company- August, September, October, November, and December Reports
39. Bills:
 - a) Check Detail Report – Review report as presented and authorize bills to be paid
40. Approve Supervisors, Sec. and employees to attend PSATS convention in Hershey – April 19 - 22, 2026
41. Appoint PSATS voting delegate
42. Approve Wages for Days Attending 2026 PSATS Convention
43. Old Business:
 - a) codification
 - b) Tyler Road Update
 - c) West Shoemaker Road Agreement
 - d) Security Cameras
44. New Business:
 - a) Record Retention Resolution 25-233

45. Public Comments
46. Adjourn