

**WILLIAMS TOWNSHIP BOARD OF SUPERVISORS
REORGANIZATION
JANUARY 5, 2026
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/Asst. Treasurer
- Appointment of Secretary/Treasurer

b. Professional Appointments:

Solicitor - Grim, Biehn & Thatcher

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

Zoning Officer - Suzanne Borzak

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

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 - **Robert Zelley**
- Land Preservation Board - **Kenneth Kodama**
- Recreation Board - **Jack Keiter**
- Appeals Board - **1 Vacant Seat**

d. Resolution 2026-1 - Establishing Holidays, Secretary/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 2026-2

CLOSE OF RE-ORGANIZATIONAL MEETING

AMENDED
REGULAR BUSINESS MEETING

ANNOUNCEMENT OF EXECUTIVE SESSIONS – JANUARY 5, 2026 FOR PERSONNEL MATTERS

APPROVAL OF MINUTES - DECEMBER 10, 2025 AND DECEMBER 18, 2025

APPROVAL OF BILLS/TREASURERS REPORT NOVEMBER

MANAGER'S REPORT

DIRECTOR OF PUBLIC WORKS REPORT

ZONING OFFICE REPORT DECEMBER 2025

There will not be a Zoning Hearing Board Meeting on Wednesday, January 28, 2026.

PLANNING COMMISSION REPORT – None

LAND PRESERVATION BOARD REPORT – December 23, 2025

1. Recommendation of LPB to order a Title Search/Appraisal for **Project 2025-03**

RECREATION BOARD REPORT – None

ENGINEER REPORT

SOLICITOR REPORT

OLD BUSINESS:

1. Identity Theft – **Resolution 2026-3**

NEW BUSINESS:

1. Appoint Deputy Tax Collector – **Resolution 2026-4**
2. Approval of 2026 Fee Schedule – **Resolution 2026-5**
3. Approval of 2026 Sewer Fee Schedule – **Resolution 2026-6**
4. Approval of On-Lot Sewage System Fee Schedule – **Resolution 2026-7**
5. Approval of Longevity Pay Revision in Employee Handbook
6. Authorization to have the Solicitor Draft a Street Classification Ordinance
7. Approval of Recommendation for Administrative Bonuses
8. **Approval of Resignation of Nurit Baron on Land Preservation Board**
9. Approval of Nurit Baron as Alternate on Planning Commission Board – **Resolution 2026-8**
10. Approval of Matthew Little as Alternate on Land Preservation Board
11. Approval of Open Space Criteria Evaluation Revision

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 must be made during the meeting at the microphone.