



Established 1824

KELLY
Township

KELLY TOWNSHIP SUPERVISORS
REORGANIZATION MEETING AGENDA
JANUARY 6, 2025
5:15PM

BOARD OF SUPERVISORS

David S. Hassenplug
Elvin E. Stoltzfus
Eric E. Imgrund

CALL MEETING TO ORDER AT _____ P.M.

1. APPOINTMENT OF **TEMPORARY CHAIRMAN:**
2. APPOINTMENT OF **CHAIRMAN OF BOARD:**
3. APPOINTMENT OF **VICE-CHAIRMAN OF BOARD:**
4. APPOINTMENT OF **SECRETARY/TREASURER:**
5. APPOINTMENT OF **ASSISTANT TREASURER:**

PUBLIC COMMENT ON AGENDA ITEMS:

6. SETTING OF THE **SECRETARY/TREASURER WAGES:**
7. APPOINTMENT OF **ASSISTANT SECRETARY:**
8. SETTING OF THE **ASSISTANT SECRETARY WAGES:**
9. APPOINTMENT OF **ADMINISTRATIVE ASSISTANT:**
10. SETTING OF THE **ADMINISTRATIVE ASSISTANT WAGES AND PAID TIME OFF:**

SETTING OF ADMINISTRATIVE ASSISTANT WAGES AND PAID TIME OFF, IF SUPERVISOR, ARE SET BY THE AUDITORS

11. APPOINTMENT OF **OPEN RECORDS OFFICER (OOR):**
12. APPOINTMENT OF **ALTERNATE OOR:**
13. APPOINTMENT OF **TOWNSHIP SOLICITOR:**
14. SETTING OF **SOLICITOR'S MONTHLY MEETING FEE:** _____ PER SUPERVISOR'S MEETING.
15. APPOINTMENT FOR **ZONING ENFORCEMENT DIRECTOR.**
16. APPOINTMENT OF **REPRESENTATIVE TO CENTRAL KEYSTONE COUNCIL OF GOVERNMENT:**
2- YEAR TERM 1/1/25 – 12/31/26
17. APPOINTMENT OF **BANKING INSTITUTIONS AS MAIN DEPOSITORY.**
18. APPROVAL OF THE **FIDELITY/SURETY BOND** PURCHASED FROM TRAVELERS' CASUALTY THRU SHOLLEY AGENCY FOR THE TOWNSHIP SECRETARY/TREASURER IN THE AMOUNT OF \$1,000,000.00 TO REMAIN IN PLACE FROM NOVEMBER 9, 2023 THROUGH JANUARY 1, 2025 AND TO BE RENEWED AT THAT TIME.
19. APPOINTMENT OF **DELEGATES** (SUPERVISORS, ROADMASTER OR SECRETARY) TO ATTEND THE PENNSYLVANIA STATE CONVENTION BEING HELD **MAY 4-7 2025**, IN HERSHEY.
20. APPOINTMENT OF THE **VOTING DELEGATE** TO THE STATE CONVENTION.
21. APPROVAL OF THE **TOWNSHIP PAYING ALL EXPENSES** FOR THOSE ATTENDING THE STATE CONVENTION (FOOD, LODGING, MILEAGE, LOST WAGES ETC.)
22. SETTING OF **FULL-TIME AND PART-TIME ROAD EMPLOYEES' WAGES:**

23. SETTING **RECYCLING EMPLOYEES** WAGES:
24. APPROVAL OF ALL **WAGES TO BECOME EFFECTIVE** WITH PAY PERIOD #2.
25. APPROVAL OF THE **2025 MONTHLY TOWNSHIP SUPERVISORS' MEETINGS** and **2025 WORKS SESSIONS** HELD AT THE KELLY TWP BUILDING – 551 ZEIGLER ROAD, LEWISBURG, PA
26. APPOINTMENT OF A **CPA FIRM** TO AUDIT THE RECORDS AND ACCOUNTS OF KELLY TOWNSHIP FOR THE CALENDAR YEAR **2024**.
27. APPOINTMENT OF **TOWNSHIP ENGINEERS** AND SETTING OF FEES:
28. APPOINTMENT OF **SEWER BOARD** – 5 YR. TERM
29. APPOINTMENT OF KELLY TOWNSHIP **PLANNING COMMISSION** – 4-YEAR TERM, (7) MEMBER BOARD, AS AMENDED ON OCTOBER 3, 2000. BY RESOLUTION
30. SETTING OF **PLANNING COMMISSION SECRETARY WAGES** PER MEETING
31. SETTING OF THE **PLANNING COMMISSION MEMBERS' WAGES** PER MEETING
32. APPOINTMENT OF **UNION COUNTY ADVISORY COMMITTEE**
33. APPOINTMENT TO **CHAIRMAN OF THE VACANCY BOARD** – APPOINTED YEARLY - (3) ELECTED SUPERVISORS: DAVID S. HASSENPLUG, ELVIN E. STOLTZFUS, ERIC E. IMGRUND AND (1) RESIDENT (NOT TO BE AN EMPLOYEE)
34. APPOINTMENT TO **ZONING HEARING BOARD** – 3 YEAR TERM
35. SETTING OF **ZONING HEARING BOARD WAGES** PER MEETING
36. APPOINTMENT OF **SEWAGE ENFORCEMENT OFFICER (SEO)**:
37. MOTION TO APPROVE **SEO FEE SCHEDULE**:
38. APPOINTMENT OF **FIRE COMPANY ADVISORY COMMITTEE**:
REPRESENTATIVE _____
ALTERNATE _____
39. APPROVAL OF THE **2025 FIRE PROTECTION CONTRIBUTIONS**
40. APPOINTMENT OF **EMERGENCY MANAGEMENT COORDINATOR**:
41. **FIRE PROTECTION CONTRIBUTIONS**:
42. **OLD BUSINESS**:
43. **CITIZENS ON THE AGENDA**:
44. MOTION TO **ADJOURN** THE MEETING AT _____ P.M.