

WEST FINLEY TOWNSHIP

Board of Supervisors ~ Organization Meeting

January 6, 2024 @ 6:00 pm

AGENDA OF ITEMS THAT WILL BE THE SUBJECT OF DELIBERATION AND OFFICIAL ACTION OF THE BOARD OF SUPERVISORS

- CALL TO ORDER
- APPOINT TEMPORARY CHAIRMAN
- ORGANIZATION OF BOARD OF SUPERVISORS
 - Nominate/Elect Chairman
 - Nominate/Elect Vice Chairman
- APPOINT SECRETARY/TREASURER
- READING OF PRIOR MEETING MINUTES
- PUBLIC COMMENT
- APPOINT VACANCY BOARD CHAIR
- ESTABLISH SUPERVISOR MEETING PAY
- ESTABLISH MONTHLY MEETING DATES
- ESTABLISH TREASURER'S BOND
- SELECT DEPOSITORIES FOR TOWNSHIP FUNDS
- REAPPOINT SUPERVISORS AS EMPLOYEES
- APPOINT ROAD CREW FOREMAN
- REAPPOINT ROAD CREW EMPLOYEES
- APPOINT TOWNSHIP SOLICITOR
- APPOINT TOWNSHIP ENGINEER & BUILDING INSPECTOR
- MANDATORY APPOINTMENTS
 - Open Records Officer
 - Sewage Enforcement Officer
 - Emergency Management Coordinator
- APPOINTMENTS TO BOARDS
 - Planning Commission Members
 - UCC Board of Appeals
 - Tax Collection:
 - a. Real Estate (Township) Tax
 - b. Assistant Real Estate Tax Collector
 - c. Earned Income Tax
 - d. Realty Transfer Tax Collector
- MISCELLANEOUS APPOINTMENTS
 - Ambulance Committee Delegate
 - Address Coordinator
 - PA One Call Representative & Alternate
 - Washington County Sewage Council Delegate & Alternate

- ESTABLISH TAX RATES
 - Millage Rate
 - Earned Income Tax for residents
 - Earned Income Tax for non-residents
 - Real Estate Transfer Tax
 - Homestead Exclusions
- APPROVE FEE SCHEDULE
- PURCHASING LIMITATIONS & PROCEDURES
 1. Bid Limits for 2025
 2. Amendment to Resolution 5-2023
- PAYROLL & EMPLOYEE RATES
 - Secretary & Treasurer
 - Road Crew Foreman
 - Road Crew Members
 - Overtime Rules
 - Work Week
- EMPLOYEE BENEFITS (for full time employees)
 - Holidays
 - Vacation Days
 - Personal Time Off (PTO)
 - Bereavement Days
 - Medical Insurance
 - Mileage Reimbursement
- ADVERTISEMENTS
- MEMBERSHIPS
- OLD BUSINESS
 - Ambulance Service
- NEW BUSINESS
 - Heavy Road Use Permit for Tunnel Ridge
- ADMINISTRATIVE ITEMS
 - December 2024 financial reports for accounts
 - Expenditures for January
- SECRETARY'S REPORT
 - NOI for WFN 3 Well Pad
- ADJOURNMENT OF MEETING