

**BOARD OF SUPERVISORS
ORGANIZATIONAL MEETING AGENDA
January 2, 2024
1:00 PM**

CALL TO ORDER:

ROLL CALL:

PLEDGE OF ALLEGIANCE:

APPOINTMENTS:

A. Board of Supervisors

1. NOMINATE AND ELECT Chairperson
2. NOMINATE AND ELECT Vice Chairperson

B. Administration

1. Appoint Secretary/Treasurer/Permit Office
2. Adoption of Local Tax Rates for 2025.
3. Adoption of Wage and Salary Resolution
4. Establish Amount of Treasurer's Bond
5. Appoint Roadmaster.
6. Appoint Vacancy Board Chairperson
7. Select Depositories for the Township's Accounts.
8. Establish 2025 Regular Meeting Location, Time and Dates.
9. Publication of Official Notices
10. Appointments/Reappointment to Boards and Commissions
11. Appointment of Muddy Creek Township Auditor:
12. Certify State Association Convention Delegates.
13. Establishment of Mileage Reimbursement Rate
14. Adopt 2025 Fee Schedule Resolution
15. Pension Administrative Officer:
16. Administrative Officer for PA Unemployment Compensation Account:
17. Assistant to the Secretary/Treasurer:
18. Appoint Sewage Enforcement Officer

C. Contracted Services

1. Appointment of Alternate Sewage Enforcement Officer
2. Appointment of Building Code Official/Inspection/Enforcement Agency

D. Professional Services

1. Appointment of Solicitor.
2. Appointment of Engineer.
3. Appointment of Alternate Engineer.
4. Appointment of Certified Public Accountants for the Annual Audit

E. Tax Services

1. Appointment of Delinquent Real Estate Transfer Tax Collector
2. Appointment of the Collectors for the Local Services and the Earned Income Tax
3. Appointment of Muddy Creek Township Deputy Tax Collector:

E. Emergency Services

1. Appoint Portersville – Muddy Creek Township Volunteer Fire Department as Muddy Creek Township's Emergency Service
2. Appointment of Emergency Management Agency Coordinator.

ADJOURNMENT