



**LOWER WINDSOR TOWNSHIP
BOARD OF SUPERVISORS
REORGANIZATION & REGULAR MEETING AGENDA
MONDAY, JANUARY 6, 2025, 6:30 PM**

CALL TO ORDER/PLEDGE TO FLAG

PUBLIC COMMENT

REORGANIZATION MEETING:

1. REORGANIZATION OF THE BOARD
 - a. Office of Chair
 - b. Office of Vice-Chair
 - c. Liaison appointments
2. SET MEETING DATES
3. CONDUCT OF MEETINGS – ROBERT’S RULES OF ORDER
4. APPOINTMENTS
 - a. Secretary/Treasurer
 - b. Township Manager
 - c. Assistant Secretary/Treasurer
 - d. Township Engineer
 - e. Township Solicitor
 - f. Special Counsel(s)
 - g. Chief of Police
 - h. Zoning Officer
 - i. Road Master
 - j. Building Code Official
 - k. Depository for Township Funds
 - l. Pension Fund Investment Manager and Depository
 - m. Sewage Enforcement Officer/Alternate Sewage Enforcement Officer
 - n. Emergency Services Coordinator
 - o. Appointment of Zoning Hearing Board Member (1)
 - p. Appointment of Planning Commission Members (2)

- q. Certified Public Accountant
- r. Township Appointed Auditor
- s. Authorize PSATS Convention Attendance
- t. PSATS Convention Voting Delegate
- u. PSATS Convention Alternate Voting Delegate
- v. York County Tax Collection Committee (YCTCC) and York Adams Tax Bureau (YATB) Representative
- w. YCTCC and YATB Alternate Representative
- x. Vacancy Board
- y. Animal Control Officer
- z. Township Open Records Officer
- aa. Township Alternate Open Records Officers
- bb. Police Open Records Officer
- cc. Police Alternate Open Records Officer
- 5. SET TREASURER & ASST. TREASURER BOND LIMIT
- 6. ESTABLISH 2025 WAGES & SALARIES
- 7. ESTABLISH 2025 BENEFITS AND HOLIDAYS
- 8. AUTHORIZE PAYMENT OF EXPENDITURES
- 9. AUTHORIZE SIGNING CHECKS
- 10. SET MILEAGE FOR PERSONAL VEHICLE USE
- 11. SET PETTY CASH AMOUNT(S)
- 12. SET ROAD SERVICE FEES
- 13. AUTHORIZE WORKING SUPERVISORS

RESOLUTIONS

- 1. Resolution 2025-01 – Fee Schedule
- 2. Resolution 2025-02 – Subdivision Fee Schedule
- 3. Resolution 2025-03 – Zoning Hearing Board Appointment
- 4. Resolution 2025-04 – Reduction of Contribution Rate for Police Pension

REGULAR MEETING:

- 1. APPROVAL OF MINUTES – December 12, 2024**
- 2. REPORTS**
 - a. **Manager**
 - b. **Solicitor**
 - c. **Engineer**
 - d. **Emergency Services**
 - e. **Recreation Authority**
- 3. ZONING**
 - a. **Zoning Ordinance Update**
- 4. OLD BUSINESS**
- 5. NEW BUSINESS**
 - a. **Resolution 2025-05** Authorization to Transfer Interest from the Host fund to the General Fund
 - b. **Resolution 2025-06** Amend Capital Improvement Fund Expenditures
 - c. **Approval of Bills**
 - d. **Other Pertinent Business**
- 6. ADJOURNMENT**