

Butler Township Board of Supervisors

Reorganization Meeting Agenda

Date: January 5, 2026

Time: 4:00 P.M.

Location: 2379 Table Rock Rd., Biglerville, PA 17307

1. Call to Order

- Call to order by Temporary Chairman, **Ed Wilkinson**

Reorganization of the Board

2. Election of Chairman

3. Election of Vice Chairman

Appointments & Designations

4. Appointment of Township Officials, Boards, and Committees

- Township Secretary/Treasurer
- Township Solicitor
- Township Engineer
- Roadmaster
- Zoning Officer
- Zoning Hearing Board Solicitor
- Zoning Hearing Board Member(s)
- Code Enforcement Officer
- Building Code Officer
- Sewage Enforcement Officer
- Deputy Emergency Management Coordinator
- Open Records Officer
- Planning Commission Member (5-year term):
- Vacancy Board Member
- Deputy Tax Collector
- PSATS Voting Delegate
- Representative to YATB and Tax Collection Committee
- NAREMA Representative(s)
- COG Representative
- Professional CPA Firm
- Per Capita Tax Delinquent Collection Agency

5. Designation of Official Depositories

- Motion to designate banks for township funds (ACNB & PlGIT)

6. Authorization of Signatories

- Authorization of check and document signers (Secretary and Supervisors)

Administrative Actions

7. Township Policies

- Purchasing policy: establish a dollar limit for expenditures without Board approval

8. Set Treasurer's Bond (currently 1.8)

9. Set Mileage Rate

- 2025: \$0.70
- 2026: Federal rate: \$0.725

10. Set Employee Holidays

- Two (2) Personal Days
- New Year's Day
- President's Day
- Spring Primary Election Day
- Good Friday
- Memorial Day
- Independence Day (July 4)
- Labor Day
- November General Election Day
- Veterans Day
- Thanksgiving Day
- Black Friday
- Christmas Day

11. Set Planning Commission Pay

Public Participation

11. Public Comment (Limited to reorganization agenda items)

12. Adjournment