

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**
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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
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5. Designation of Official Depositories

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

6. Authorization of Signatories

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