

# Butler Township Board of Supervisors

## Meeting Agenda

**Date:** January 12, 2026

**Time:** 7:00 P.M.

**Location:** 2379 Table Rock Rd.

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### 1. Call to Order

### 2. Pledge of Allegiance

### 3. Board Members:

- Ed Wilkinson,
- Dominic Englebert,
- Victor Woerner,

### Staff/Others:

- Danielle Helwig, Secretary/Treasurer
- Todd King, Solicitor
- Jon Holmes, Engineer

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### 4. Notices

- *Public Comment:* Allowed during each agenda item. General comments permitted at the end of the meeting. Time limit: 2 minutes per speaker.
- *Recording:* This meeting may be recorded for minute preparation purposes; recordings deleted after the draft is completed.

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### 5. Executive Session (if needed)

Personnel, Legal, or Contractual Matters

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### 6. Consent Agenda

- Approve December 2025 Meeting Minutes
- Approve December 2025 Payroll
- Approve Bills (12/9/25-1/12/26)
- Financial Report 12/31/25

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### 7. Public Appearances

None Scheduled

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### 8. Personnel

- Set Public Works wages (Retroactive?)
- Set Secretary/Treasurer wages
- Accept resignation of Zoning Hearing Board member

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### 9. Legal & Administrative

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#### g. Solicitor Updates

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**10. Township Building Project**

- a. Approve Change Orders
- b. Approve Payment Requisitions
- c. Project Updates
- d. Mann Plumbing Contract Bond General Status Inquiry Form
- e. Completion Date and GC Responsibility
- F. Reminder: Construction Monitoring meeting: Jan. 15, 10 AM

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**11. Ordinances & Policy**

- a. Employee Handbook revisions
  - Vacation: 0-2 years - 2 weeks after 90 days
  - 3-5 years - 3 weeks
  - 6+ years - 4 weeks
- Municipal Holidays – adding Spring Election and Day after Thanksgiving
- Correction to the Sick Leave Section

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**12. Updates**

- a. Road Master Report
  - \* Approve Line painting for Railroad Crossings
- b. Engineer's Update – Jon Holmes
- c. Code Enforcement Report

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**13. 2026 Budget & Finance**

None

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**14. Resident Concerns**

None

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**15. Announcements**

- a. Regular Board of Supervisors Meeting – February 9, 2026, at 7:00 P.M.
- b. Planning Commission – February 2, 2026 at 7:00 P.M.
- c. COG Meeting – January 29, 2026, at 8:30 A.M. (EMS)
- d. Tentative dates for E-Cycling: April 11, 2026, Franklin Twp. & Sept. 12, 2026, Arendtsville.
- e. SPECIAL ELECTION TO REPLACE REP. ECKER: MARCH 17, 2026 (OAKSIDE PARK)

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**16. Correspondence****Sent:**

- Letter of Acknowledgement to PennDOT for HOP at 645 Heidlersburg Rd
- 2025 Liquid Fuels MS 965 yearly report submitted

**Received:**

- Compliance Notice from AC Conservation District NPDES permit PAC010165 Apple View
- Tax Collector December Report/January Balance Report
- Thank you from Upper Adams Senior Center for the donation
- Thank you from SPCA for the donation
- MDIA December Reports
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**17. Public Comment****18.. Adjournment**