

**LITTLE BRITAIN TOWNSHIP BOARD OF SUPERVISORS  
ANNUAL ORGANIZATIONAL MEETING  
JANUARY 6, 2025**

**TENTATIVE AGENDA**

**CALL TO ORDER:**

**TEMPORARY CHAIRMAN:**

**ELECTION OF OFFICERS:**

CHAIRMAN-

VICE-CHAIRMAN-

**2025 APPOINTMENTS:**

ACCOUNTING FIRM – (WITHUM)

BANK - (PNC)

CLEANING SERVICES - (Merry Maids)

EMERGENCY MANAGEMENT COORDINATOR - (Ronald Criswell)

ENGINEER - (Light-Heigel & Associates)

FIRE COMPANY LIAISON - (Clark Coates)

HOLDING TANK OFFICER – (Rick Prettyman)

INTER-MUNICIPAL COUNCIL – (David Martin, Representative)  
(Clark Coates, Alternate)

LEGAL NOTICES - (LNP Media Group)

LIBRARY LIAISON - (David Martin)

MILEAGE REIMBURSEMENT - (70¢ per mile)

PLANNING COMMISSION SECRETARY - (Jen Brown @ \$162.90/mtg)  
*Proposed rate with 4% increase - \$169.42/mtg*

PLANNING COMMISSION MEMBERS – (Clark Coates, Elaine Craig, Christy  
Krassenstein & David Martin)

PLANNING COMMISSION COMPENSATION - Currently \$31.05 per mtg)  
*Proposed rate with 4% increase - \$32.29/mtg*

ROADMASTER- (Dan Risk @ \$32.20/hr.)  
*Proposed rate with 4% increase - \$33.49/hr.*

ROAD CREW- (Troy Jones @ \$30.13/hr.) & (Mike Jones @ \$28.73/hr.)  
*Proposed rate with 4% increase - \$31.34/hr. Proposed rate with 4% increase - \$29.88/hr.*

SEASONAL EMPLOYEES – (Hourly Salary of \$23.56/hr.)  
*Proposed rate with 4% increase - \$24.50/hr.*

SECA REPRESENTATIVE - (Richard Brenneman)

SECRETARY/TREASURER- (Margaret DeCarolis @ \$26.65 hr.)  
*Proposed rate with 4% increase - \$27.72/hr.*

SEWAGE ENFORCEMENT OFFICER- (Rick Prettyman)

SOLICITOR- (Post & Schell)

TREASURER BOND- (\$1,500,000.00)

VACANCY BOARD CHAIRMAN- 1-year term (Randy Jackson)

WELL ISSUANCE OFFICER: (Rick Prettyman)

ZONING OFFICER- (Christine Jackson @ \$44,554.64/yr.)  
*Proposed rate with 4% increase - \$46,336.83/yr.*

ZONING HEARING BOARD – 3-year term (Open)

ZONING HEARING BOARD ALTERNATE – 3-year term (Brendan Filliaux)

ZONING HEARING BOARD COMPENSATION – (Currently \$31.05 per mtg)  
*Proposed rate with 4% increase - \$32.29/mtg*

ZONING HEARING BOARD SECRETARY- (Dot Simpson @ \$162.90/hearing  
+\$10 per hearing for 3 or more hearings)  
*Proposed rate with 4% increase - \$169.42/mtg*

WORKING SUPERVISORS - Hourly Salary of \$23.56/hr.  
*Proposed rate with 4% increase - \$24.50/hr.*

**DENTAL/VISION PLAN:** Current allocation of \$1000/yr. -

**HOLIDAYS FOR 2025**

Wed., Jan 1- New Year's

Fri., Apr 18 – Good Friday

Mon., May 26 – Memorial Day

Fri., July 4 – Independence Day

Mon., Sept 1 Labor Day  
Thurs., Dec. 25 – Christmas

Thurs. /Fri., Nov 27 & 28 – Thanksgiving  
Tues., May 20 & Tues., Nov. 4 – Election Days

**ROAD CREW VACATION:**

Troy – 4 Weeks

Dan – 3 weeks

Mike – 3 weeks

**EMERGENCY SERVICES:** Need to recognize Robert Fulton Fire Co. and Wakefield Ambulance as official providers of emergency services for Township due to paying their worker's comp insurance.

**STATE CONVENTION DELEGATES: (Must designate 1 as voting delegate)**

## **REGULAR BUSINESS**

**MINUTES:**

December 10<sup>th</sup> Meeting

**MONTHLY REPORTS:**

**SANITATION & WELLS:** 2025 Fee Schedule

**ZONING:** Zoning Hearing Application of Jay Burkholder

Zoning Hearing Application of Christian Fisher

Revision to Zoning Hearing Application of Israel Kinsinger

DEP E & S Department Representatives

**TAXES:**

**ROADS:**

**PAYMENT OF BILLS:**

End of Year: General Fund checks 13245 – 13259 in the amount of \$23,221.13

End of Year: ARP Fund checks 1010 – 1011 in the amount of \$67,647.10

January Payments: General Fund checks 13654 – 13658 in the amount of \$10,223.28

**PUBLIC PARTICIPATION:**

**PLANNING COMMISSION:** Adoption of minutes of the from the December 19<sup>th</sup> Township Planning Commission meeting

**Mike Jones:** Preliminary Plan

**SPRING CLEAN-UP DAY:** (May 17<sup>th</sup> or June 7<sup>th</sup>)

**COMMUNITY SERVICE DAY:** March 26<sup>th</sup> (Rain date April 2<sup>nd</sup>)

**MEETINGS/TRAINING/SEMINARS:**

Additional information on all training/seminars is available in the office

**ADJOURNMENT:**

**FY'S**

2024 End of Year Budget Report Enclosed.

State Ethic Forms Enclosed. Please return by May 1<sup>st</sup>.