

**JACKSON TOWNSHIP SUPERVISORS  
GENERAL BUSINESS MEETING  
October 10, 2024 MINUTES**

The Jackson Township Board of Supervisors General Business Meeting was called to order by Chairman Mark Werkeiser at 7:00 PM.

Members present: Mark Werkeiser, Robin Hartshorn, Matthew Neeb and Solicitor Todd Weitzmann.

**Pledge of Allegiance**

No public comment on agenda items.

**Plot Plans:**

**Modern Gas Inc. Extension of Time Request**

A request for an extension of time was reviewed by the Jackson Township Planning Commission. Planning Commission has recommended approval of the extension of time. Robin Hartshorn made a motion to approve the Extension of Time received from Modern Gas Inc. Motion seconded by Matthew Neeb. All voted aye. Motion carried.

**General Business as follows:**

**Old Business:**

**Jackson Township Board of Supervisors General Business Meeting 09/12/2024 Minutes:**

Matthew Neeb made a motion to approve the Jackson Twp. Board of Supv. General Business Meeting 09/12/2024 Minutes. Motion seconded by Robin Hartshorn. All voted aye. Motion carried.

**Treasurer's Report**

Robin Hartshorn made a motion to approve the Treasurer's Report as written. Motion seconded by Matthew Neeb. All voted aye. Motion carried.

Hillard Easement – First Amendment to Grant of Conservation Easement and Current Conditions Report

Matthew Neeb made a motion to approve the First Amendment to the Grant of Conservation Easement and Current Conditions Report. Motion seconded by Robin Hartshorn. All voted aye. Motion carried.

## **Jackson Twp. Supv. General Busn. Mtg. 10/10/2024 Minutes cont.**

### **Mountain View Drive Bridge Project**

Jackson Township has been awarded a \$500,000.00 Multimodal Grant to assist with repairs of the bridge. Robin Hartshorn made a motion to authorize Hanover Engineering, Michael Muffley, to prepare and advertise bid. Motion seconded by Matthew Neeb. All voted aye. Motion carried.

### **New Business:**

#### **Part – Time Relief Road Crew**

Robin Hartshorn made a motion to appoint Craig Butz to the part -time relief road crew. Motion seconded by Matthew Neeb. All voted aye. Motion carried.

#### **Audit of Leon Frailey Jr. Tax Collector – January 1, 2023 to January 16, 2024**

Audit of the County/Township taxes covering a reporting period of January 1, 2023 to January 16, 2024 states “no matters involving the internal control structure, compliance with the PA Tax Collectors Manual and other operational matters.” Robin Hartshorn made a motion to accept the audit of Leon Frailey Jr. Tax Collector for the time frame of January 1, 2023 through January 16, 2024. Motion seconded by Matthew Neeb. All voted aye. Motion carried.

#### **Jackson Township Supervisors Budget Proposal Meeting**

Matthew Neeb made a motion to schedule the 2025 Budget Proposal Meeting for Thursday December 5, 2024 at 6:30 PM. Motion seconded by Robin Hartshorn. All voted aye. Motion carried.

#### **2025 Budget Adoption/ Year End Meeting**

Robin Hartshorn made a motion to schedule the 2025 Budget Adoption/Year End Meeting for December 30, 2024 at 4:00 PM. Motion seconded by Matthew Neeb. All voted aye. Motion carried.

### **Reorganization/General Business Meeting**

Matthew Neeb made a motion to schedule the Reorganization/General Business Meeting for Monday January 7, 2025 at 7:00 PM. Motion seconded by Robin Hartshorn. All voted aye. Motion carried.

### **Elected Auditor’s Reorganization/General Business Meeting**

Robin Hartshorn made a motion to schedule the Elected Auditor’s Reorganization/General Business Meeting for Tuesday January 8, 2025 at 5:00 PM. Motion seconded by Matthew Neeb. All voted aye. Motion carried.

**Jackson Twp. Supv. General Busn. Mtg. 10/10/2024 Minutes cont.**

**Critical Systems Generator Services – Generator Maintenance Agreement**

Robin Hartshorn made a motion to approve the “Maintenance Only” agreement (11/2024-11/2025) at the rate of \$800.00 for the shop and office generators. Motion seconded by Matthew Neeb. All voted aye. Motion carried.

**Transfer of Bank Funds**

Robin Hartshorn made a motion to transfer the remaining balance in the HJP bank account to the General Fund account. Motion seconded by Matthew Neeb. All voted aye. Motion carried.

**Correspondence:**

**Monroe County Historical Society** – The Board of Directors for the Monroe County Historical Society sent a sincere thank you letter to the Township for the recent donation in the amount of \$1,200.00. A personalized engraved paver will be installed in the new Kinsley Family Courtyard at the Stroud Mansion Heritage Center.

**Meals on Wheels** – A certificate of Appreciation was received from Monroe County Meals on Wheels for our recent participation and hosting of a supplies/food drive.

**Comments: None**

There being no further business or comments, Robin Hartshorn made a motion to adjourn the meeting. Motion seconded by Matt Neeb. All voted aye. Motion carried. The meeting adjourned at 7:25 PM.

Respectfully submitted,

Renee Miller  
Secretary