

SOUTH FRANKLIN TOWNSHIP
BOARD OF SUPERVISORS
South Franklin Township Municipal Building
Organizational Meeting
Meeting Minutes

SUPERVISORS: Robert Leibhart, Brianna Gadani and Daniel Stanek

TOWNSHIP MANAGER: Tyler Linck

SOLICITOR: James Jeffries

POLICE: Chief William DeForte

VISITORS: Wesley Frazee

Call to Order 4:33 PM

PLEDGE OF ALLEGIANCE

Motion by Gadani to nominate temporary Chair Stanek , 2nd by Leibhart. Motion carried 3-0.

Motion by Leibhart to Appoint Chair Gadani of the Board of Supervisors, 2nd by Stanek. Motion carried 3-0.

Motion by Gadani to Appoint Vice-Chair Stanek of the Board of Supervisors, 2nd by Leibhart. Motion carried 3-0.

Solicitor Jeffries asks if any organizational changes are being made from 2025 to 2026.

Motion by Leibhart, 2nd by Gadani to discuss any changes. No changes are made. Motion carried 3-0.

Motion to reappoint Township Administrator (Brianna Gadani) at rate established in 2026 General Fund Budget

Motion to reappoint Township Manager (Tyler Linck) at rate established in 2026 General Fund Budget

Motion to set Treasurer's Bond at **\$850,000** (currently \$ 850.000)

Motion to reappoint (James Jeffries) as Township Solicitor for the year 2026 with a retainer of \$ 250.00 per month plus billable hours

Motion to designate (Brian Sprowls) as Crew Leader at the rate established by the Union Contract

Motion to retain (Nancy May) as the custodian for the Community Building and Pavilions and appoint office staff to clean the secure area of the Municipal Building at the rate established in the 2026 General

Fund Budget

Motion to reappoint Code/Zoning Officer (Fred Pozzuto) at rate established in the 2026 General Fund Budget

Motion to approve the hiring of a grounds keeper for the summer of 2026 at the rate of ___\$15.00___ (currently \$ 15.00 per hour)

Motion to set 2026 Commission rate for the Real Estate Collector at 3% (currently 3%) on all real estate collected, including penalties and prior year taxes

**Organization Agenda
January 5, 2026**

Motion to retain Tom Bibby (Wastewater Systems) as the Sewage Treatment Plant Operator at the rate established in the 2026 Sewage Budget

Motion to appoint Bankson Engineers, Inc. as Sewage Engineers and Gateway Engineers as Road Engineers for the year 2026

Motion to set meeting dates for the Board of Supervisors for the first Tuesday of the month at 4:30PM and the planning meeting for the last Tuesday of the month at 4:30 PM for the year 2023

Motion to establish office hours as 8:30 AM to 4:30 PM Monday – Friday closed 12:30 – 1:30 PM for lunch

Motion that all checks issued by the Township must be signed by three of the four authorized signers

Motion to retain Brentwood Bank and PNC Bank as depository for the Township General Fund and the Pennsylvania Local Government Investment Trust and Community Bank for investing of idle funds

Motion to approve 2026 Employee Policy as submitted

Motion to retain Washington County Sewage Council as the sewage authority

Motion to reappoint the UCC Appeal Board members

Motion to appoint Planning Commission Board member (Jared Reeves) to a 4-year term

Motion to reappoint Zoning Hearing Board members () to another 4-year term

Motion to reappoint United Code Consultants (Dennis Smith) for the Township UCC Code Inspector

Motion to renew contract with Greene Washington Regional Police Department at the rate established in the 2026 General Fund Budget.

Motion to approve Board of Supervisors, Township Administrator, Township Manager and Road Crew Leader to attend the 2026 Pennsylvania State Association of Township Supervisors Conference with mileage and meal reimbursement

Motion to approve Board of Supervisors, Township Administrator, Township Manager, Road Crew Leader and Auditors to attend the 2026 County Association Conference

Motion to appoint a voting delegate of Township Manager to the Pennsylvania State Association of Township Supervisors

**Organization Agenda
January 5, 2026**

Motion to set the rate for mileage reimbursement to match the IRS Mileage rated schedule (set at .725 for 2026)

Motion to approve, subject to approval of the Board of Auditors to establish the amount of coverage for elected officials for the Dental Cost Reimbursement Plan as \$ 1,300.00 for the year 2026 (currently \$1,300.00)

Motion to comply with the Pension ordinance requiring employees to contribute three percent (3%) of their gross earnings in 2026 to the Non-Uniformed Pension Plan

Motion to adjourn by Gadani second by Leibhart. Motion carried 3-0.

Reorganization meeting adjourned