

**HAMILTON TOWNSHIP
RE-ORGANIZATIONAL MEETING AGENDA
Monday, January 5, 2026 – 6:30 PM**

Call to Order: _____ called the meeting to order at 6:30 PM

Pledge of Allegiance to the Flag

Supervisors Present are: Jeremy P. Smith, Ryan M. Groft, and Ryan A. Fox

Also Present are: Solicitor Melissa Kelso, Esq. (Kelso Law LLC), Secretary/Treasurer Megan Carper, and Township Engineer Chad Clabaugh, P.E. (C.S. Davidson, Inc.)

1. Appointment of Temporary Chair

Appoint _____

Motion _____ Second _____

2. Appointment of Chairman

Appoint _____

Motion _____ Second _____

3. Appointment of Vice-Chairman

Appoint _____

Motion _____ Second _____

4. Appointment of Secretary/Treasurer

Appoint _____

Motion _____ Second _____

5. Appointment of Assistant Secretary/Assistant Treasurer

Appoint _____

Motion _____ Second _____

6. Public Comment

7. Appointment of Vacancy Board Chairman

Appoint _____

Motion _____ Second _____

8. Establish Treasurer's and Assistant Treasurer's Bonds

Bond amount _____

Motion _____ Second _____

9. Resolution 2026-01 – Appointment of Depositories for Township Funds

Motion _____ Second _____

10. Reappointment of Working Supervisors
Motion _____ Second _____
11. Appointment of Township Solicitor and Appointment of Alternate
Appoint _____
Motion _____ Second _____
12. Appointment of Zoning Hearing Board Solicitor
Appoint _____
Motion _____ Second _____
13. Appointment of Township Engineer
Appoint _____
Motion _____ Second _____
14. Set a mileage rate for use of personal vehicles for township business
Rate _____
Motion _____ Second _____
15. Appointment of Auditor (2025 audit conducted in fiscal year 2026)
Appoint _____
Motion _____ Second _____
16. Appointment of Right-to-Know Officer; Alternate RTK Officer
Appoint _____
Motion _____ Second _____
17. Appointment of Township SEO
Appoint _____
Motion _____ Second _____
18. Appointment of Emergency Management Coordinator
Appoint _____
Motion _____ Second _____
19. Appointment of Floodplain Administrator
Appoint _____
Motion _____ Second _____
20. Appointment of Deputy Emergency Management Coordinators
Appoint _____
Motion _____ Second _____
21. Approval of the 2026 Meeting Schedule and Authorization to Advertise
Motion _____ Second _____

22. Approval of the 2026 Holiday Schedule and Office Closures

Motion _____ Second _____

23. Appointment of PSATS 2026 Conference Voting Delegate

Appoint _____

Approval for staff attendance (May 4–7, 2026) :

- _____
- _____

Motion _____ Second _____

24. Resolution 2026-02 – Planning Commission Appointments

Appoint _____

Motion _____ Second _____

25. Resolution 2026-03 – Zoning Hearing Board Appointments

Appoint _____

Motion _____ Second _____

26. Appointment of YATB Representative; and Alternate

Appoint _____

Motion _____ Second _____

27. Appointment of ACTCC Representative; and Alternate

Appoint _____

Motion _____ Second _____

28. Appointment of EBACC Representative

Appoint _____

Motion _____ Second _____

29. Appointment of Conewago Valley School District (CVSD) Municipal Committee Representative

Appoint _____

Motion _____ Second _____

30. Appointment of Road Superintendent

Appoint _____

Motion _____ Second _____

31. Appointment of Roadmaster

Appoint _____

Motion _____ Second _____

32. Appointment of the Building Codes Inspection Agency and adoption of the UCC fee schedule

Appoint _____

Motion _____ Second _____

33. Appointment of PSATS Pension Plan Administrator

Appoint _____

Motion _____ Second _____

34. Resolution 2026-04 – Establish the Tax Collector’s Wage for 2026

Motion _____ Second _____

35. Resolution 2026-05 – Emergency Succession Plan for continuity of Township government

Motion _____ Second _____

36. Resolution 2026-06 – Establish the Tax Rates for 2026

Motion _____ Second _____

37. Resolution 2026-07 – Adoption of the 2026 Fee Schedule

Motion _____ Second _____

38. Resolution 2026-08 – Authorization of Certain Operating Disbursements by the Secretary/Treasurer
and Assistant Secretary/Treasurer

Motion _____ Second _____

ADJOURNMENT

Motion _____ Second _____

Time: _____