

**DAMASCUS TOWNSHIP
BOARD OF SUPERVISORS
Draft Copy**

- ORGANIZATIONAL MEETING -

Monday, January 5, 2026

Call to Order:

Pledge of Allegiance:

Attendance:

Public Comment: AGENDA Items only. Three minutes per speaker.

BOARD OF SUPERVISOR ELECTIONS:

Temporary Chairman for the BOS Organization Meeting: .

Elect a **Chairman of the Board of Supervisors:**

Elect a **Vice Chairman of the Board of Supervisors:**

Operation Administrator:

Reappointments/Appointments

1. **Secretary of the Board of Supervisors:** Purchasing, Open Records Officer, CDL Program Administrator:

2A. **Treasurer** of Damascus Township:

2B. **Treasurer's Bond:**

3. **Elected Tax Collector:** Barbara Van Orden

4. **Township Attorney:**

5. **Designation of Board of Supervisors Meetings:**

6. **Vacancy Board:**

7A. **Planning Commission** - Designation of Meetings:

7B. **Planning Commission** Members 4-Year Terms for 2026-2029:

- 8A. **Zoning Hearing Board - Designation of Meetings:**
- 8B. **Zoning Hearing Board Member 5-Year Term for 2026 – 2030**
- 8C. **Zoning Hearing Board Secretary:**
- 8D. **Zoning Hearing Board Attorney:**
- 9. **Zoning Officer & Code Enforcement Officer:**
- 10A. **Emergency Management Coordinator:**
- 10B. **EMC Alternate:**
- 11. **Building Code Official:**
- 12A. **Sewage Enforcement Officer:**
- 12B. **Alternate Sewage Codes Enforcement Officer:**
- 13. **Stenographer:**
- 14. **Delegate to the Northern Wayne Council of Governments [C.O.G.]:**
- 15. **Designations of Depositories:**
- 15B. **Authorizing Payment of Disbursements:**
- 16A. **PSATS Annual Conference VOTING Delegate:**
- 16B. **PSATS Conference April 19 - 22, 2026 Authorize Attendees:**
- 17. **Township Insurance Carrier:**
- 18. **IRS Mileage Reimbursement Rate:**
- 19A. **Board Members of the Parks and Recreation for 2026-2030:**
- 19B. **P&R Designation of Meetings:**
- 20. **Upper Delaware Council Representative(s):**
- 21A. **Engineers for Road projects:**
- 21B. **Engineer for Park & Recreation projects:**
- 22A. **Road Foreman:**
- 22B. **Road Crew – CDL Drivers:**
- 22C. **Seasonal/Part Time:**

23A. Annual Review/Employee Rates/Raises:

23B. Update Employee Handbook:

24. Independent Audit Services:

25. Designation News Media for publication of notices & legal advertising:

26. Quotes for 2026 materials:

27. H&K/Bedrock:

28. Jen Rutledge Materials:

#29. Wireless Edge Payments:

#30. Reopen Budget if needed:

#31. Constable:

#32. PA Farm Show:

#33A Agricultural Security Area Board:

#33B Agricultural Security Area (ASA):

Notes:

ALL Other Matters:

Public Comments:

Adjournment:

Joseph K Canfield, _____

Scott Rutledge, _____

Steven R Adams, _____

Secretary _____ Melissa Haviland