

**JACKSON TOWNSHIP  
BOARD OF SUPERVISORS**  
**JANUARY 5, 2026 ~ REORGANIZATIONAL MEETING**

**A G E N D A**

- A. Swearing in of new Board Member, Timothy Ferrence by Linda Eaton
- B. Swearing in of Tax Collector, Jeanne Grogg by Linda Eaton
- C. Call to Order at 7:00 PM.
- D. Reorganization (Names that appear in parenthesis have agreed to serve if reappointed).
  - 1. Appoint a Supervisor as Temporary Chairman and another person as Temporary Secretary.
  - 2. Nominate and elect a Board of Supervisors Chairman who then conducts the remainder of the meeting.
  - 3. Nominate and elect a Vice Chairman.
  - 4. Appoint the Township Manager (Florence A. Ford)
  - 5. Appoint a Secretary (Linda A. Eaton).
  - 6. Appoint a Treasurer (Sally A. Bushey).
  - 7. Appoint the Zoning Officer (Ray Dietrich).
  - 7. Appoint an Assistant Secretary/Treasurer (Florence A. Ford).
  - 8. Affirm the appointment of Township staff in the positions and at the salaries and wages approved in the 2026 Budget adoption process.
  - 9. Establish the amount of the Treasurer's Bond at \$1,500,000.
  - 10. Appoint the Township Solicitor (Saxton and Stump, David Jones).
  - 11. Appoint the Zoning Hearing Board Solicitor (MPL Law Firm, John Miller)
  - 12. Appoint the Township Engineer (C. S. Davidson, Jeff Shue).
  - 13. Appoint the Chairman of the Vacancy Board (Joseph Lange, 1 Year Term).
  - 14. Appoint a Certified Public Accounting Firm to perform the annual audit (Hamilton & Musser).

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15. Appoint the Township Sewage Enforcement Officer (Patrick Buhl) and Alternate(s) (Douglas Barmoy, Reg Baugher, and/or Brandon Bischard)
16. Appoint the Township Fire Chief (Brad Dunham).
17. Appoint the Township Emergency Management Coordinator (Brian Bankert).
18. Appoint a Supervisor to each of the following positions:
  - a. Representatives to the York Adams Tax Bureau and Tax Collection Committee. (\*Appoint a Supervisor or Staff member; \*Alternate Florence A. Ford).
  - b. Representative to the York County Planning Commission's LGAC/CDBG Advisory Committee (\*Supervisor).

Representative to the Northern York County Regional Police Department Board of Commissioners. (\* Emily Miller)

  - c. Voting Delegate to the PSATS State Convention. (\*Supervisor)
19. Appoint the Township's Open Records Officer (Township Manager, Florence Ford).
20. Appoint the Assistant Open records Officer (Zoning Officer, Ray Dietrich).
21. Appoint residents to the following expired terms or vacancies:
  - a. Sewer Authority Board Member  
Scott Snyder – Term to begin January 1, 2026 through December 31, 2030
  - b. Planning Commission Members  
Ned Leppo – Term to begin January 1, 2026 through December 31, 2029
  - c. Zoning Hearing Board  
John Dettinger (to fill Tim Ferrance's seat) – Term to begin January 1, 2026 through December 31, 2027  
Travis Thoman – Term to begin January 1, 2026 through December 31, 2028  
Melinda Carlson (alternate) – Term to begin January 1, 2026 through December 31, 2028
22. Select Depositories for the Township's Funds to be:
  - a. BB&T Bank

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- b. PA Local Government Investment Trust (PLIGIT)
- c. Bank of New York Mellon

22. Approve the following as Township Holidays:

- a. New Year's Day - Thursday, January 1, 2026.
- b. President's Day - Monday, February 16.
- c. Good Friday – April 3
- d. Memorial Day (Observed) - Monday, May 25.
- e. Independence Day (Observed) - Friday, July 3.
- f. Labor Day - Monday, September 7.
- g. Veteran's Day (Observed) - Wednesday, November 11.
- h. Thanksgiving Day - Thursday, November 26.
- i. Day after Thanksgiving - Friday, November 27.
- j. Day before Christmas Holiday – Thursday, December 24.
- k. Christmas Day - Friday, December 25

23. Approve the Meeting schedule for 2026 with the change of Meeting time to 6:00 PM

**Jackson Township Board of Supervisors Meeting:**

- C. Request for Presentation/Public Comment.
  - 1. Police Report
- D. Approval of Minutes of December 2, 2025 Meeting.
- E. Acceptance of Treasurer's Monthly Financial Statements for and to pay all bills for December 2025.
- F. Opening/Award of Bids. None Scheduled.
- G. Subdivision/Land Development Plans for Action. None Scheduled.
- H. Old Business. None Scheduled.

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I. New Business:

1. Review and authorize the design for the Park Maintenance Building/Public Restrooms at Little Creek Park.
2. Authorize the Advertisement of the Bid for the Park Maintenance/Public Restroom Facilities at Little Creek Community Park. The first bid advertisement scheduled on January 16, the second advertisement on February 9<sup>th</sup>. Bid opening to take place on February 26. Potentially award the bid on March 3<sup>rd</sup> at the Board of Supervisors Meeting.
3. Consider Adoption of Resolution 01-2026 Reimbursement Resolution for The Municipal Building Renovations and the Little Creek Park Maintenance Building Projects.
4. Authorize Renewal of PSATS membership for 2026.
5. Authorize attendance of Township officials to PSATS Conference April 19 through April 22, 2026 in Hershey, PA.
6. Consider Approval of the Box Cards for Emergency Services

J. Supervisor's Report.

K. Engineer's Report:

L. Solicitor's Report.

M. Manager's Report.

N. Zoning Officer's Report

O. Adjournment.