

ABBOTTSTOWN BOROUGH ORGANIZATION MEETING AGENDA

January 5, 2026 6 PM

(Suggest someone be appointed to take notes to provide meeting minutes)

I. CALL REORGANIZATION MEETING TO ORDER BY THE MAYOR

If the Mayor is absent, then the council members choose one council member to preside over the meeting until officers are elected.

II. PLEDGE OF ALLEGIANCE

III. ROLL CALL

____ Austin Wertz

____ Dennis Posey

____ Travis Johnson

____ Justin Memmesheimer

____ Dale Reichert

IV. PUBLIC COMMENT (on listed action items only):

V. ACKNOWLEDGEMENT OF ELECTION CERTIFICATES & RESIDENCY AFFIDAVITS

Confirm receipt of election certificates and confirms those incoming Council members have been duly sworn in prior to the organization meeting.

The Mayor, or presiding council member, accepts nominations for the office of president of council. Nominations do not require a second and the names nominated are voted in the order that the nominations are made. Voting continues until one nominee attains a majority vote. The process is repeated for vice president. Once the officers are elected, the mayor turns the gavel over to the newly elected president

A. NOMINATION & ELECTION OF PRESIDENT

1. Mayor opens the floor for nominations
2. Nominations are closed when no further names are put forth
3. Nominations are considered in the order received until a majority is achieved

B. NOMINATION & ELECTION OF VICE PRESIDENT

1. Mayor opens the floor for nominations
2. Nominations are closed when no further names are put forth
3. Nominations are considered in the order received until a majority is achieved
4. **The gavel is passed to the new Council President**

VI. VACANCY IN THE OFFICE OF MAYOR

- a. 01/02/2026 letter from Duane Watson that he will not be taking office for the term beginning in 2026
- b. Letter of interest, providing the office is vacant received 12/27/2025 from Walter Baker
- c. Council President opens the floor for nominations
- d. Nominations are closed when no further names are put forth

- e. Nominations are considered in the order received until a majority is achieved
- f. Vote on Resolution to appoint the new mayor to office _____ Motion _____ 2nd

VII. 2026 MEETING SCHEDULE

- a. Motion to approve the 2026 meeting schedule as follows: _____ Motion _____ 2nd

January 15, 2026	February 19, 2026	March 19, 2026
April 16, 2026	May 21, 2026	June 18, 2026
July 16, 2026	August 20, 2026	September 3, 2026-Budget Meeting
September 17, 2026	October 1, 2026- Budget Meeting	October 15, 2026
November 5, 2026-Budget Meeting	November 19, 2026	December 17, 2026

VIII. APPOINTMENTS TO COMMITTEES

Sidewalk and Streets Committee:

Finance and Budget Committee: Borough Council, Mayor, Sec/Treasurer

Personnel Committee:

Parks & Recreation Committee: Lara Baker will serve as a volunteer

IX. 2025 ORGANIZATION REPRESENTATIVES

York Adams Tax Bureau & A.C. Tax Collection Committee:

Adams County Council of Governments & A.C. Boroughs Assoc.:

Adams County Boroughs Association & PA State Assoc. of Boroughs:

X. BOARDS, AUTHORITIES and COMMISSIONS

Abbottstown-Paradise JSA (APJSA):

Dennis Posey needs reappointed to exp 12/31/2028

April O'Brien exp 12/31/2026

Dale Reichert exp 12/31/2027

East Berlin Area Community Center (EBACC): **Dennis Posey reappoint exp 12/31/2029**

Laura Baker exp 12/31/2027

Abbottstown Borough Zoning Hearing Board: 3 vacancies due to resignations or expirations cannot be council members

exp 12/31/2026

exp 12/31/2027

exp 12/31/2028

Alternates: Frank Anderson

Zoning Hearing Board Solicitor:
(can not be the Borough Solicitor)

XI. APPOINTED PERSONNEL/ ORGANIZATIONS

Engineer	Erik Vranich and Ted Brilhart, Keller Engineers
Solicitor	Tim Shultis, Salzmann Hughes
Auditor	Boyer & Ritter

Manager/Secretary/Treasurer

Assistant Secretary/Treasurer

Sewage Enforcement Officer	Keller Engineers
----------------------------	------------------

Emergency Management Coordinator

Open Records Officer/ Right To Know Officer

PA One Call representative

Zoning Officer/Code Enforcement/Permits & Inspect assignee)	R. Clem Malott, PMCA (or
-------------------------------------------------------------	--------------------------

Vacancy Board

Web & Social Media Administrator	AC. IT Department
----------------------------------	-------------------

Flag Master	Jason Duvall
-------------	--------------

Safety Committee

Flood Plain Coordinator	PA Municipal Code Alliance
-------------------------	----------------------------

Bookkeeping Services	Kelly Grim Bookkeeping Service
----------------------	--------------------------------

Road/Sign Maintenance Services

XII. NEW BUSINESS

2026 Joint Contract for Municipal Solid Waste (Southeast Group)

Action Motion to award the 2026 Joint Contract for Municipal Solid Waste (Southeast Group) to the low bidder, Waste Connections, commencing on 4.1.26 through 3.31.29 with a 1 year optional extension with no increase and to authorize Council President to execute the 2026 Agreement

_____ Motion _____ 2nd

Approve 12/01/2025 special meeting minutes

2nd

_____ Motion _____

Approve 12/18/2025 meeting minutes

_____ Motion _____ 2nd

XIII. PUBLIC COMMENT (any topic):

XIV. FOR THE GOOD OF THE ORDER

XV. NEXT MEETING January 15, 2026 6PM

XVI. ADJOURN REORGANIZATION MEETING _____ Time

_____ Motion _____ 2nd