MINUTES
for
RE ORGANIZATIONAL MEETING January 5, 2026
Rockefeller Township Board of Supervisors
538 Seven Points Road
Sunbury, PA 17801

CALL TO ORDER

The re-organizational meeting of the Rockefeller Township Board of Supervisors was called to order at 6:00 p.m. at the Township building by Supervisor, Colin Clayberger with a pledge of allegiance to the flag.

PRESENT

Julie Powell, Supervisor; John Jackson, Supervisor; Skyler Herb, Supervisor (via phone); Stephanie McKinney, Administrator; Grace and George Herrold.

NOMINATIONS

Temporary Chairman-Skyler nominated Julie Powell as Temporary Chairman. John seconded the nomination. Motion was passed without opposition.

Permanent Chairman –Skyler nominated Julie Powell as permanent Chairman for 2026. John seconded the nomination. Motion passed without opposition.

Vice Chairman – Julie nominated Skyler as Vice Chair. John seconded the motion. Motion passed without opposition.

Appointment of Administrator- Julie appointed Stephanie McKinney as Administrator for 2026 and a wage increase of 4% from 2025 wage and employee benefit package. Skyler seconded the appointment. Motion passed without any opposition.

Roadmaster – Larry Willard Jr. – John made a motion to retain Larry Willard as Road Master for 2026 at a 4% increase from 2025 wage and employee benefit package. Skyler seconded the motion. Motion passed without opposition.

Equipment Operator's/Laborer's- John made a motion to give Austin Ginck a 4% increase from 2025 wage and employee benefit package. Skyler seconded the motion. Motion passed without opposition.

Part time Help - John made the motion to pay part time employees $15.00. Skyler seconded the motion. Motion passed without opposition.

Building Custodian – Julie made the motion that the building custodian, Paula Greco, be retained at a wage of $60.00 for first three hours and $18.00 every hour after that. Julie seconded the motion. Motion passed without opposition.

Sewage Enforcement Officer - Julie made the motion to adopt Resolution 2026-1 a resolution to retain KPI Technology as our Sewage Enforcement Officer and alternate SEO for 2026 at the fee schedule provided. John seconded the motion. Motion passed without opposition.

Zoning Officer – Julie made a motion to Lehigh Engineering, specifically Ed Wenger as the township Zoning Officer. Skyler seconded the motion. Motion passed without opposition.

UCC Permit Officer – Julie made a motion to re-appoint Light-Heigel as UCC Permit Officer. Skyler seconded the motion. Motion passed without opposition.

Planning Commission- John made a motion to re-appoint Rick Stahl and appoint Bill Carr to the Planning Commission for a four-year term. Skyler seconded the motion. Motion passed without opposition.

A member is still needed for a three-year term.

Appointment of representative and alternate for C.O.G. – Julie made a motion to appoint John as the C.O.G. representative and appoint Julie as the alternate to the C.O.G., Skyler seconded the motion. Motions passed without opposition.

Appointment of person for Vacancy Board – Skyler made the motion to appoint Mike Brockman to the Vacancy Board. John seconded the motion. Motion passed without opposition.

Depository for General & State Funds - John a motion that we continue to use Central Penn Bank and Trust as Depository for our General and State Checking accounts. Skyler seconded the motion. Motion passed without opposition.

Solicitor – Julie made a motion to appoint Donald Karpowich as solicitor for the board who will attend the meeting on the fourth Tuesday of the month. Skyler seconded the motion. Motion passed without opposition.

Zoning Hearing Board – John made a motion to reappoint Charles Clark-1 year, Roger Shipman-2 years, Barry Swineford-3 years to the Zoning Hearing Board. Skyler seconded the motion. Motion was passed without opposition.

Solicitor for Zoning Hearing Board – John made a motion to temporarily appoint Ann Horissian as the attorney for the Zoning Hearing Board. Skyler seconded the motion. Motion passed without opposition.

Secondary Solicitor for Zoning – No appointee at this time.

Engineering Firm – Julie made a motion to have Brinkash and Associates as the Township's Engineer. Skyler seconded the motion. Motion passed without opposition.

Employee Vacations & Personal Days – Julie made a motion to continue Employee Paid Vacations – currently 1 week (+ 1 additional day per year employed) as well as 5 Personal Days Allowable accumulation up to 12 days. (One day to be used for Primary Election), and 4 Sick.

Days per year this can accumulate to an unlimited amount. Employees are also given 13 paid holidays including New Years Day, Presidents Day, Good Friday, Memorial Day, July 4th, Labor Day, Columbus Day, General Election Day, Thanksgiving Day, First Monday of Deer Season, Christmas Eve, and Christmas Day and employee birthday. If the holiday falls on a Saturday the Friday before will be declared the holiday and if the holiday falls on a Sunday the following Monday is declared the holiday. John seconded the motion. Motion passed without opposition.

Delegate to State Convention - Julie made a motion that Stephanie be the delegate to the State Convention. Skyler seconded the motion. Motion passed without opposition.

Supervisors' Compensation and Township Employee's Compensation for use of personal vehicles – John made a motion to pay supervisors and employees the IRS maximum rate for 2026 when a personal vehicle is used for Township. The current amount is $.725 a mile. Julie seconded the motion. Motion passed without any opposition.

Secretary/Treasurer Bond - $1,000,000. - Julie made a motion to set the Treasurers Bond at $1,000,000. Skyler seconded the motion. Motion passed without any opposition.

Invoices – Skyler made the motion for the Administrator to pay the bills as needed and provide the board with a list of bills paid at every meeting. An invoice may be held if a signatory (Supervisor) has a question on the invoice. John seconded the motion. Motion passed without opposition.

Appointment of TCC Representative and Alternate – John made a motion for Paula to be the Representative with Stephanie as the 1st Alternate. Skyler seconded the motion. Motion passed without opposition.

Delinquent Tax Collector – Skyler made the motion to continue with Keystone Collections to collect the delinquent Per Capita and Earned Income Taxes. John seconded the motion. Motion passed without opposition.

Appointment of Watershed Group Representative and Alternate – Steph is to investigate meeting dates, times, and locations of the Watershed Group.

Road Bonding Figures – Steph to get costs from Penn DOT Municipal Services Rep, Barry Gaverick.

Meeting Dates – Discussion involved going to one meeting a month. Colin felt it kept the board on top of everything going on. The board decided to think about it and discuss at the next meeting.

Meeting adjourned at 6:30 p.m.

Respectfully Submitted,

Stephanie A. McKinney
Administrator