



## **Upper Mount Bethel Township**

387 Ye Olde Highway

P.O. Box 520

Mount Bethel, PA 18343-5220

Phone: (570) 897-6127 Fax: (570)897- 0108

[www.umbt.org](http://www.umbt.org)

UPPER MOUNT BETHEL TOWNSHIP  
BOARD OF SUPERVISORS  
REORGANIZATION MEETING AGENDA  
MONDAY, JANUARY 6, 2025 @ 7:00 PM

**I.**

Call to Order

Pledge of Allegiance

Roll Call

Appoint Recording Secretary (Board of Supervisors & Planning Commission) 2025

**II.**

**BOARD OF SUPERVISORS**

1. Appoint Temporary Chairman
2. Appoint Chairman
3. Appoint Vice Chairman
4. Appoint Secretary
5. Appoint Treasurer/Set Bond

**PUBLIC COMMENT**

**III.**

**APPOINTMENTS**

1. Appoint Township Manager/Assistant Treasurer/Set Bond/Benefit Package
2. Appoint Auditor for 2024 Audit
3. Appoint Administration/Office Liaison
4. Appoint Road Department Liaison
5. Appoint Township Board of Supervisors Solicitor/Set Rate
6. Appoint Alternate Township Board of Supervisors Solicitor/Set Rate
7. Appoint Township Planning Commission Solicitor/Set Rate
8. Appoint Alternate Township Planning Commission Solicitor/Set Rate
9. Appoint two (2) Planning Commission Members
10. Appoint Township Engineer
11. Appoint Flood Plain Administrator
12. Appoint Alternate Engineer/Set Rate
13. Appoint Zoning, Building Codes and SEO Liaison

14. Appoint Zoning Official/Set Rate
15. Appoint Alternate Zoning Official/Set Rate
16. Appoint Building Codes Official/Codes Officer/Set Rate
17. Appoint Alternate Building Codes Official/Codes Officer
18. Set Rate of Zoning Hearing Board Solicitor
19. Appoint one (1) Zoning Hearing Board Member
20. Appoint 3<sup>rd</sup> Party Inspection Agencies
21. Appoint Sewage Enforcement Officer/Set Rate
22. Appoint Alternate Sewage Enforcement Officer/Set Rate
23. Appoint Chairman to Vacancy Board
24. Appoint Open Space Advisory Board Liaison
25. Appoint two (2) Open Space Advisory Board Members
26. Appoint Parks/Recreation Liaison
27. Appoint one (1) Parks/Recreation Member
28. Appoint Economic Development Committee Liaison
29. Appoint three (3) Economic Development Committee Members
30. Appoint Emergency Services Liaison
31. Approve Attendance at PSATS Convention
32. Appoint Voting Delegate at PSATS Convention
33. Appoint Recycling Coordinator
34. Appoint Open Records Officer
35. Appoint Alternate Open Records Officer
36. Designation of Depositories
37. Establish Regular Monthly Meeting Location/Time/Day
38. Establish Monthly Work Session Meeting Location/Time/Day
39. Set Part-Time/Seasonal Employee Pay (non-union)
40. Set Part-Time Building Janitorial Pay
41. Set IRS Mileage Reimbursement Rate
42. Appoint Emergency Management Positions
43. Appoint Emergency Notification List
44. Appoint Emergency Management Staff

#### IV.

##### **ACTION AGENDA**

1. Resolution #2025-01 Police Pension
2. Appoint Police Pension Fund Administrator (same as Treasurer)
3. All Voting Meetings-2025

#### VI.

##### **ADJOURNMENT**