

**WOODWARD TOWNSHIP
BOARD of SUPERVISORS
REGULAR MEETING**

January 5, 2026 – Minutes

The Reorganizational and Regular Meetings of the Woodward Township Board of Supervisors was held on Monday, January 5th, at the Township Building. Chairman Jeff Stroehmann called the meeting to order at 6:00 p.m. Others present were Craig Grove, Wayne Robinson, Marc Drier, Charles Blanchard, Joe Bertin III, Don Smith (Sun Gazette), Jennifer Glosser, Robert Glosser (RJ), Robert J Glosser IV, Bob Brown and Pamela Musser.

Recording the Meeting: Don Smith and the Secretary are recording the meeting.

On a motion by Mr. Grove and seconded by Mr. Robinson, Jeffrey Stroehmann was appointed Chairman of the Board of Supervisors. On a motion by Mr. Robinson, seconded by Mr. Stroehmann, Craig Grove was appointed Vice Chairman.

On a motion by Mr. Grove, seconded by Mr. Robinson, to appoint Pamela Musser as Secretary/Treasurer and set her bond at 1.2 million.

On a motion by Mr. Grove, seconded by Mr. Robinson to appoint Mr. Joe Lyons from Code Assessments Professionals as Zoning Officer with Assistant Zoning Officer as Pamela Musser.

On a motion by Mr. Grove, seconded by Mr. Stroehmann to appoint Wayne Robinson as Road Superintendent.

On a motion by Mr. Grove, seconded by Mr. Robinson to appoint Joseph Bertin, III as Chairman of the Vacancy Board.

On a motion by Mr. Grove, seconded by Mr. Robinson to reappoint Mr. John Hennigan and Mr. Larry Lovell to the Planning Commission to 4 year terms. On a motion by Mr. Wayne Robinson, seconded by Mr. Grove to appoint Dale Robinson to the Planning Commission.

On a motion by Mr. Grove, seconded by Mr. Robinson to reappoint Robert Brown to the Zoning Hearing Board to a 4 year term. On a motion by Mr. Robinson, seconded by Mr. Grove to reappoint Joseph Chenault as alternate to a 4 year term.

Mr. Stroehmann stated that the Township is going in a different direction and would like to leave the Solicitor position vacant. An Executive Session was asked for. The meeting was reconvened and Mr. Stroehmann rescinded his statement. Mr. Grove made a motion to reappoint Marc Drier Law Office as Solicitor for the Township and Mr. Robinson seconded the motion.

On a motion by Mr. Robinson, seconded by Mr. Grove to reappoint Bassett Engineering as Engineer for the Township.

On a motion by Mr. Grove, seconded by Mr. Wayne Robinson, Kelle Robinson was appointed to Emergency Management Coordinator for the Township. On a motion by Mr. Grove, seconded by Mr. Wayne Robinson to accept the resignation of Joseph Bertin, III as Emergency Management Coordinator.

There is a vacant 4 year term for Auditor, as we have a quorum the Auditors can meet and set working Supervisors pay.

On a motion by Mr. Grove, seconded by Mr. Robinson, Scott T. Williams was appointed as Solicitor for Zoning Hearing Board. On a motion by Mr. Grove, seconded by Mr. Robinson, Frank Miceli was appointed as alternate Solicitor for the Zoning Hearing Board.

On a motion by Mr. Grove, seconded by Mr. Robinson the Worker's Comp Insurance for Woodward Township Volunteer Fire Company (shared with Anthony Twp to be billed for their share) to cover in the line of duty, during all training sessions, and all fundraisers that don't include alcohol.

On a motion by Mr. Grove, seconded by Mr. Stroehmann authorize the Road Superintendent to spend \$1,000 for emergency finances without the Board approval.

On a motion by Mr. Robinson, seconded by Mr. Grove that the mileage reimbursement will follow the IRS rate of 68 cents per mile which will include the use of a personal vehicle to attend meetings (Lycoming County Planning Commission, Tax Collection Committee, etc) and employees for job-related activities.

On a motion by Mr. Grove, seconded by Mr. Robinson, Mr. Stroehmann was appointed as representative to attend the above-mentioned meetings.

On a motion by Mr. Grove, seconded by Mr. Robinson, Northwest Bank was named as the depository for all monies currently on hand.

On a motion by Mr. Robinson, seconded by Mr. Grove to give the Secretary/Treasurer approval to pay bills with due dates prior to meeting to avoid penalties and take advantage of discounts.

On a motion by Mr. Grove, seconded by Mr. Robinson, all Supervisors are designated as Road Masters.

On a motion by Mr. Grove seconded by Mr. Stroehmann, the employees will receive a 3% raise in hourly pay for this year. The Supervisors will look at employee performance evaluations and raises per that evaluation. It was stated that evaluations should be completed before (Sept time frame) the beginning of the Budget tabulation for the upcoming year.

On a motion by Mr. Grove, seconded by Mr. Robinson, the Solicitor's fee was increased by \$5.00 per hour, which was included in the Budget process.

The following SEO and alternates (Terry Meyers, Patrick McConnell and Jami Nolan) were approved on a motion by Mr. Robinson, seconded by Mr. Grove, this also included the fee as submitted (no change from last year).

The reorganizational was adjourned and the regular meeting was called to order.

The minutes of the December 17th meeting were approved on a motion by Mr. Stroehmann and seconded by Mr. Robinson.

The treasurer's report was approved on a motion by Mr. Grove, seconded by Mr. Robinson and unanimously approved. The Treasurer's reports to go to the Auditors were approved on a motion by Mr. Robinson, seconded by Mr. Grove and unanimously approved.

On a motion by Mr. Grove and seconded by Mr. Robinson and unanimously approved the following bills for payment: PPL - \$76.79 (Northway), \$175.67 (Pine Run), \$189.67 (Queneshaque), \$347.16 Bldg., Column - \$ 77.99 (2026 Mtg dates), Comcast - \$244.77, Payroll \$ 2,725.21 (12/26), Lori Rinehart - \$80.00, Staples - \$39.05, Williamsport Municipal Water Authority- \$ 201.00 (Jan, Feb, Mar), Blaise Alexander - \$ 4,212.08 (pickup), Fisher Auto Parts - \$83.12, PSATS - \$1,146.00 (membership), PSATS Trustee Retirement - \$10,989.

Planning Commission: Meeting set for Wednesday evening at 7 p.m. to look over the subdivision plans on Browns Lane.

Zoning Report: Code Inspections – Certificate of Occupancy for new mobile homes as 131 & 133 Harvest Moon Trailer Park. Codes Assessment Professionals: November - McGill Hollow Road 792 and 1028. Dec- Front St – Mr. Stroehmann will go speak to the owner.

Solicitors Report: Attorney Drier stated that the bids for 2026 have increased with goods or services costing less than \$13,200 can be purchased without any formal bidding or quotes. From \$13,200 to \$24,500 at least three written or telephone quotes should be received. For goods and services over \$24,500 require public bidding.

Road Superintendent's Report: Mr. Robinson stated that Mahaffey Road Bridge project is now complete. The incident which diverted traffic onto Youngs Road when traffic was closed to Route 220 was then discussed. Will schedule a meeting with PennDOT regarding this issue. Two loads of road salt will be ordered.

Citizens' Comments: Mr. Blanchard stated that the PA Governor got a raise. Mr. Robert Glosser IV stated that he has had a business for many years and that he had to increase wages in order to keep his employees.

Blighted Property – We are continuing to move forward on the blighted properties. Mr. Stroehmann discussed the seasonal river lots and considers them commercial property.

On a motion by Mr. Robinson, seconded by Mr. Grove the Zoning Fee increase and resolution 01.05.2026 to adopt the fees were unanimously approved. A copy will be included with the resolution.

The registration of property were received: Charles Root to Carlton Scampone - 1st St, Elizabeth Potter to Brian Eisenhour – 287 Front St., Heather Barker to Andrew Kiess – 244 Douglas Lane, Robert Maguire to Deneen Knisely – 367 Herlocher Lane, 220 Holdings to SAI Linden Realty – 7468 S Rt 220 Hwy, Doresalee Fuller to Christopher Weaver – 55 Browns Lane

The meeting was adjourned at 7:35 p.m.

Respectfully submitted,

Pamela Musser, Secretary