

**WAYNE TOWNSHIP  
1652 POWELL'S VALLEY ROAD  
HALIFAX, PA 17032**

**January 5, 2026**

**REORGANIZATION MEETING MINUTES**

**CALL TO ORDER @7:00 PM**

**PLEDGE OF ALLEGIANCE**

**ROLL CALL**

James Shoop, Supervisor, Jay Romig Supervisor, Ed Baker, Supervisor, Jane Lahr, Secretary/Treasurer, Elias Shoop, Samuel Kerwin, Kerwin & Kerwin, James Long, Sr., Danielle Shoop.

**SECRETARY IS TAKING MINUTES**

**PUBLIC COMMENT - None**

**RECORDING MEETING**

**To be acted upon - APPOINTMENT OF CHAIRMAN**

Motion by Jay Romig to appoint James Shoop Chairman, seconded by Ed Baker.  
Motion carried 3-0

**To be acted upon - APPOINTMENT OF VICE CHARIMAN**

Motion by James Shoop to appoint Jay Romig Vice Chairman, seconded by Ed Baker.  
Motion carried 3-0

**To be acted upon - APPOINTMENT OF SECRETARY/TREASURER**

Motion by Jay Romig to appoint Jane Lahr, Secretary/Treasurer, seconded by Ed Baker.  
Motion carried 3-0

**To be acted upon - APPOINTMENT OF OPENS RECORDS OFFICER**

Motion by Jay Romig to appoint Jane Lahr, Open Records Officer, seconded by James Shoop.  
Motion carried 3-0

**To be acted upon - APPOINTMENT OF APPOINTMENT OF VACANCY BOARD** James Long Jr.

Motion by Jay Romig to appoint James Long, Jr, Vacancy Board, seconded by James Shoop.  
Motion carried 3-0

**To be acted upon - APPOINTMENT OF CONSTRUCTION CODE BOARD OF APPEALS –**

Dave Warfel & Tim Bower. *(We joined the Intermunicipal Agreement Creating Upper Dauphin Council of Governments Building Code Joint Board of Appeals on May 11, 2023)*

Motion by James Shoop to appoint Tim Bower Appointment of Construction Code Board of Appeals, seconded by Jay Romig. Motion carried 3-0

**To be acted upon - APPOINTMENT OF ROADMASTER**

Motion by Jay Romig to appoint Eli Shoop, Roadmaster, seconded by Ed Baker.  
Motion carried 3-0

**To be acted upon - APPOINTMENT OF AUDITORS – AUDITOR RATE OF PAY – 2025 \$10/hr**

Cindy Wiest, Lisa Neely, Joseph Tingler

Motion by James Shoop to appoint Cindy Wiest & Lisa Neely Auditors, seconded by Jay Romig.

Motion carried 3-0

**To be acted upon - APPOINTMENT OF SOLICITOR – APPROVAL OF FEE SCHEDULE**

**Kerwin & Kerwin, LLP, Jack R. Kerwin, Attorney at Law**

Motion by James Shoop to appoint Kerwin & Kerwin, LLP, Jack R. Kerwin, Attorney at Law,

seconded by Ed Baker. Motion carried 3-0

**To be acted upon - APPOINTMENT OF ENGINEER – APPROVAL OF FEE SCHEDULE**

**Light-Heigel & Associates, Inc.**

Motion by Jay Romig to appoint Light-Heigel & Associates, Inc., Ed Fisher Engineer, seconded by

Ed Baker. Motion carried 3-0

**To be acted upon - APPOINTMENT OF SEWAGE ENFORCEMENT OFFICER –**

**APPROVAL OF FEE SCHEDULE - Brian McFeaters**

Motion by James Shoop to appoint Brian McFeaters, SEO Officer, seconded by Jay Romig.

Motion carried 3-0

**To be acted upon - DAUPHIN COUNTY EIT COMMITTEE DELEGATE – Tyler James**

Motion by James Shoop to appoint Tyler James, EIT Committee Delegate, seconded by Ed Baker.

Motion carried 3-0

**To be acted upon - DAUPHIN COUNTY EIT COMMITTEE ALTERNATE DELEGATE – Jane L. Lahr**

Motion by James Shoop to appoint Jane Lahr, EIT Committee Alternate Delegate, seconded by

Ed Baker. Motion carried 3-0

**To be acted upon - SECRETARY/TREASURER SALARY – 2025 - \$14,500 2026 - \$15,500**

Motion by James Shoop to set the Secretary/Treasurer Salary at \$15,500, seconded by Jay

Romig. Motion carried 3-0

**To be acted upon - TREASURER BONDING - \$800,000.**

Motion by James Shoop to set the Treasurer's Bond at \$800,000, seconded by Ed Baker.

Motion carried 3-0

**To be acted upon - TAX COLLECTOR COMPENSATION – 5%**

**Plus, authorization to charge \$20 for Tax Certification, \$20 NSF Charge, \$5 Duplicate Bill**

Motion by James Shoop to set the Tax Collector's compensation at 5% and authorization to

charge \$20 for Tax Certifications, \$20 NSF Charge and \$5 for Duplicate Bill, seconded by

Ed Baker. Motion carried 3-0

**To be acted upon – Agreement for Collection of Delinquent Township Per Capita, JP Harris**  
Motion by James Shoop to approve JP Harris’s agreement for collection of delinquent Township per Capita, seconded by Jay Romig. Motion carried 3-0

**To be acted upon - RESOLUTION 2026-01 – PERMIT/FILING FEES**

Motion by Ed Baker to raise Permit/Filing Fees \$25 for 2026, seconded by James Shoop.  
Motion carried 3-0

**To be acted upon - LABOR RATES**

	2025 Hourly	2026 Hourly
<b>Non-CDL</b>	<b>15.00</b>	<b>18.00</b>
<b>CDL</b>	<b>16.00</b>	<b>19.00</b>
<b>Roadmaster</b>		
<b>Non-CDL</b>	<b>16.00</b>	<b>19.00</b>
<b>CDL</b>	<b>17.00</b>	<b>20.00</b>

Motion by James Shoop to increase labor rate by \$3.00,  
seconded by Jay Romig. Motion carried 3-0

**To be acted upon - COPIES FOR OPEN RECORDS – 2025 - \$.50/page**

Motion by James Shoop to keep the charge for Copies for Open Records at \$.50/page, seconded by Jay Romig. Motion carried 3-0

**To be acted upon - HANDLING CHARGE OVER 50 COPIES – 2025 - \$5.00**

Motion by James Shoop to keep the Handling Charge over 50 copies at \$5.00, seconded by Ed Baker. Motion carried 3-0

**To be acted upon - FEDERAL MILEAGE RATE - \$.725 per mile**

Motion by James Shoop to approve the Federal Mileage Rate of \$.725 per mile, seconded by Jay Romig. Motion carried 3-0

**To be acted upon - MEETING ATTENDANCE– 2026** reimburse employees for Training – registration fee, mileage to and from, \$10 per meal

Motion by Jay Romig to approve MEETING ATTENDANCE– 2026 reimburse employees for Training – registration fee, mileage to and from, \$10 per meal, seconded by James Shoop.  
Motion carried 3-0

**To be acted upon - FUNDS DEPOSITORY**

**LinkBank**

    CD – General Fund

**Mid Penn Bank**

    General Fund

    Liquid Fuels Fund

    Plan Escrow

    General Fund Road Fund

**Motion by** James Shoop to approve the following Fund Depositories,

LinkBank  
 CD – General Fund  
 Mid Penn Bank  
 General Fund  
 Liquid Fuels Fund  
 Plan Escrow  
 General Fund (Riverview)

seconded by Jay Romig. Motion carried 3-0

**To be acted upon - PAY PERIODS– 2026 – Bi-weekly**

Motion by Jay Romig to approve Bi-weekly Pay Periods for 2026,  
 seconded by Ed Baker. Motion carried 3-0

**To be acted upon - PSATS VOTING DELEGATE**

Motion by James Shoop to act as the PSATS Voting Delegate or Jay Romig, seconded by  
 Ed Baker. Motion carried 3-0

**To be acted upon - INTER MUNICIPAL EQUIPMENT RENTAL: HOURLY RATES**

Motion by James Shoop to approve the 2026 Inter Municipal Equipment Rental Hourly Rates,

	<b>2025</b>	<b>2026</b>
	<b>Hourly Rate</b>	<b>Hourly Rate</b>
<b>2019 Cat 430F2 Backhoe Loader with Operator</b>		\$125.00
<b>1997 Mack Dump Truck with Operator</b>	\$90.00	\$90.00
<b>1997 Mack Dump Truck with Operator and Equipment</b>	\$100.00	\$100.00
<b>2008 Cat 924H Wheel loader with Operator</b>		\$110.00
<b>2008 International 7400 Dump Truck with Operator</b>	\$75.00	\$75.00
<b>2008 International 7400 Dump Truck with Operator with Equipment</b>	\$85.00	\$85.00
<b>2011 International Dump Truck with Operator</b>	\$75.00	\$75.00
<b>2011 International Dump Truck with Operator and Equipment</b>	\$85.00	\$85.00
<b>2008 John Deer Tractor with Operator</b>	\$55.00	\$55.00
<b>2008 John Deer Tractor with Operator and Equipment</b>	\$75.00	\$75.00
<b>2004 John Deer Tractor with Operator</b>	\$55.00	\$55.00
<b>2004 John Deer Tractor with Operator and Equipment</b>	\$75.00	\$75.00

seconded by Ed Baker. Motion carried 3-0

**ADJOURNMENT**

Motion by James Shoop to adjourn Meeting at 7:31 PM, seconded by Ed Baker.  
 Motion carried 3-0

Respectfully submitted,

Jane L. Lahr, Secretary/Treasurer