

FEBRUARY 2026 MINUTES

CALL TO ORDER: The Muncy Township Supervisors met in the Muncy Township Building on February 11, 2026. Terri Lauchle, Denise Artley and Heath Ohnmeiss were present. The meeting was called to order by Terri Lauchle at 7:30 pm.

PREVIOUS MINUTES: January 5th, 2026

TREASURER'S REPORT: None

PLANNING COMMISSION MINUTES: None

PUBLIC COMMENT AGENDA ITEMS: None

FIRE REPORT: None

POLICE REPORT: None

ROAD MANAGER REPORT: None

OLD BUSINESS:

- 1. Payroll Continuity and Ratifications of Prior Actions:** Motion by Terri Lauchle to approve Snyder's Accounting for payroll and payroll tax preparation; second by Denise Artley. Motion carried.

NEW BUSINESS:

- 1. Resolution-Authorization of Designated Township Officials for Banking Matters:** Motion by Terri Lauchle to adopt resolution 2026-1 authorizing designated Township officials to execute banking documents, signature cards, and related instruments with Citizens & Northern Bank and Journey Bank; second by Denise Artley; third by Heath Ohnmeiss. Motion carried.
- 2. Resolution-Administrative Intake and Record Control:** Establish temporary centralized intake, time-stamping, and record control procedures during the administrative transition to ensure proper custody and tracking of submissions. Motion by Terri Lauchle; second by Denise Artley; third by Heath Ohnmeiss. Motion carried.
- 3. Administrative Continuity-Temporary Administrative Support:** Motion by Terri Lauchle for use of temporary administrative support from Kathryn Harper as Secretary/Treasurer during transition so office functions can resume, subject to approval and bonding confirmation; second by Denise Artley. Motion carried.
- 4. Interim Legal Counsel-Administrative Transition:** Motion by Terri Lauchle to temporarily engage interim legal counsel for limited advisory purposes during the

administrative transition and pending litigation, subject to Board oversight; second by Denise Artley. Motion carried.

5. Acknowledgment of Resignation-Sergeant James Taylor: Acknowledgment of the resignation of Sergeant James Taylor, effective January 27th, 2026.

6. Financial Oversight and Bill Review Procedures: Discussion only.

7. Chick-fil-A -Letter of Credit Reduction Request: Discussion only.

8. Emergency Access Authorization-Ratification: Motion by Terri Lauchle to ratify the temporary emergency access authorization granted on January 24th, 2026, to the Fire Chief and Fire Company President for emergency shelter purposes which ensures access facility if needed; second by Heath Ohnmeiss; third by Denise Artley. Motion carried.

9. Building Security, Key Control, and Records Access:

A. Front Door Repair- Motion by Terri Lauchle to approve the Lezzer Commercial Door quote dated February 6th, 2026, in the amount of \$680 for repair of the front entry doors; second by Denise Artley; third by Heath Ohnmeiss. Motion carried.

B. Rekeying of Township Doors- Motion by Terri Lauchle to approve the Lezzer Commercial Door quote dated February 6th, 2026, in the amount of \$592 for rekeying of seven township doors; second by Denise Artley. Motion carried.

C. Fire Safe Access Review- Township is currently evaluating access to secured fire sales location within the building and confirming whether keys are available.

10. TEMPORARY ADMINISTRATIVE HOLD-STORMWATER AND

SUBDIVISION PROCESSING: Motion by Terri Lauchle to impose a temporary administrative hold on the processing, approval, recording, or permitting of subdivision or land development submission to allow confirmation of completeness of stormwater documentation, environmental review considerations, and proper classification under the Township SALDO and applicable law. Second by Denise Artley. Motion carried.

PUBLIC COMMENT: None

ADJOURNMENT: Motion by Terri Lauchle to adjourn at 9:50; second by Denise Artley. Motion carried.

Taken by Terri Lauchle

Transcribed by Kathryn Harper