

Jackson Township Board of Supervisors
Township Building, 450 Bastian Rd.
January 05, 2026

CALL TO ORDER: Chairman Bisking called the meeting to order at 7:00pm.

ROLL CALL: Present: Chairman, Charlie Bisking; Vice-Chairman, David Faust; Supervisor, Justin Hoover; Shelley Miller (acting Secretary/Treasurer), Tax Collector, Dale Faust; EMC, Don Shutt; Solicitor Linus Fenicle and 4 citizens were present. Engineering Representative, Ed Fisher was absent.

Appointment of a Temporary Chairperson – Justin Hoover moved to appoint David Faust as the Temporary Chairperson. Charlie Bisking seconded, and the motion carried unanimously.

Appointment of a Chairperson – Justin Hoover moved to David Faust as Chairman. David Faust seconded, and the motion carried 3-0.

Appointment of a Vice Chairperson – Charlie Bisking moved to appoint Justin Hoover as Vice Chairman. David Faust seconded, and the motion carried 3-0.

Appointment of a Secretary/Treasurer – Justin Hoover moved to appoint Dawn “Shelley” Miller as the Secretary Treasurer, through an MOU with HAWASA. Charlie Bisking seconded, and the motion carried 3-0.

Appointment of a Right-To-Know Officer – Charlie Bisking moved to appoint Dawn “Shelley” Miller as the Right-To-Know Officer, through an MOU with HAWASA. David Faust seconded, and the motion carried 3-0.

Appointment of Auditor (CPA Firm) – Justin Hoover moved to table the appointment of the Township’s independent audit firm. Charlie Bisking seconded, and the motion carried 3-0.

Appointment of Roadmaster – Charlie Bisking moved to appoint Justin Hoover as the Roadmaster. David Faust seconded, and the motion carried 3-0.

Appointment of Road Foreman – Justin Hoover moved to appoint Charlie Bisking as the Road Foreman; Charlie Bisking declined. Justin Hoover moved to appoint Jason Faust as Road Foreman. David Faust seconded, and the motion carried 3-0.

Appointment of Hourly Pay Rates – Justin moved to suggest wages for employees at a rate of \$24/hour for CDL Drivers, \$23/hour for non-CDL Drivers, and \$25/Road Foreman. Charlie Bisking seconded, and the motion carried 3-0. Working supervisors determined by Jackson Township Board of Auditors.

Appointment of Solicitor/Legal Counsel – Justin Hoover moved to approve Linus Fenicle – Smigel, Anderson & Sacks LLP as the Township Solicitor. Charlie Bisking seconded, and the motion carried 3-0.

Appointment of Engineer – Justin Hoover moved to approve Light, Heigel & Associates as the Township Engineer, with Ed Fisher being the representative and contact. Charlie Bisking seconded, and the motion carried 3-0.

Appointment of Alternate Engineer – Justin Hoover moved to appoint HRG as the Alternate Engineer. Charlie Bisking seconded, and the motion carried 3-0.

Appointment of SEO (Sewage Enforcement Officer) – Justin Hoover moved to approve Brian McFeaters & Carrie McFeaters as the Township SEO. Charlie Bisking seconded, and the motion carried 3-0.

Appointment of Alternate SEO – Justin Hoover moved to appoint Tom DeWees as the Alternate SEO. Charlie Bisking seconded, and the motion carried 3-0.

Appointment of Administrator & Enforcement Officers for Local Admin. Building Permits – Justin Hoover moved to appoint Light, Heigel & Associates as the Administrator & Enforcement Officer for Local Admin. Building Permits. Charlie Bisking seconded, and the motion carried 3-0.

Appointment of Vacancy Board – Justin Hoover moved to appoint Robert (Bob) Bower to the Vacancy Board. Charlie Bisking seconded, and the motion carried 3-0.

Appointment of Appeals Board for UCC (Uniform Construction Code) – Charlie Bisking moved to appoint Tim Bower & William (Bill) Zearing to the Appeals Board. Justin Hoover seconded, and the motion carried 3-0.

Appointment of EIT Delegate – Justin Hoover moved to appoint Tyler James as the EIT Delegate and Dale Faust as the Alternate Delegate. Charlie Bisking seconded, and the motion carried 3-0.

Appointment of Bank Depositories – Justin Hoover moved to approve Mid Penn Bank and PLGIT for the Township's depository institutions. Charlie Bisking seconded, and the motion carried 3-0.

Appointment of Delegate to PSATS Convention – Charlie Bisking moved to appoint David Faust as the Delegate to the PSATS Convention. Justin Hoover seconded, and the motion carried 3-0.

Appointment of Delinquent Tax Collector – Justin Hoover moved to appoint Keystone Collections Group as the Delinquent Tax Collector. Charlie Bisking seconded, and the motion carried 3-0.

Workshop & Business Meeting Schedule – Justin Hoover moved to approve the monthly Workshops and Business Meetings be held on the 1st Wednesday of each month beginning at 7:00pm (following the same schedule as was in 2025) and host the 2027 Reorganization and January Workshop & Business meeting on January 4, 2027 at 7:00pm. Charlie Bisking seconded, and the motion carried 3-0.

Mileage Reimbursement – Charlie Bisking moved to approve mileage reimbursement at the Federal Reimbursement Standard Mileage Rate. Justin Hoover seconded, and the motion carried 3-0.

Compensation for Supervisors – Set by ordinance.

Time Limit for Public Comment – Charlie Bisking moved to approve limiting the time for public comment to three minutes per person. Justin Hoover seconded, and the motion carried 3-0.

Other Business – None.

Adjournment – Justin Hoover moved to adjourn. Charlie Bisking seconded, and the motion carried 3-0. David Faust adjourned the meeting at 7:16pm.

Respectfully submitted,

Shelley Miller
Jackson Township
Secretary/Treasurer