# Catharine Township

1229 Recreation Drive, Williamsburg, PA 16693

MINUTES FOR THE JANUARY 5, 2026 MEETING OF THE
CATHARINE TOWNSHIP BOARD OF SUPERVISORS

**REORGANIZATIONAL MEETING**

Ralph Rispoli called the meeting to order at 4:00 P.M.

Present were: Ralph Rispoli, Heather Flaig, Ken Brenneman

Visitors: Natalie Gorsuch

**Annual Re-organization:**

Temporary Chairman: Ralph Rispoli
Motion made by Heather Flaig, seconded by Ken Brenneman. Unanimous

Temporary Secretary: Heather Flaig
Motion made by Ralph Rispoli, seconded by Ken Brenneman. Unanimous

Temporary Treasurer: Ken Brenneman
Motion made by Ralph Rispoli, seconded by Heather Flaig. Unanimous

Elected:

Chairman: Ken Brenneman
Motion made by Heather Flaig, seconded by Ralph Rispoli. Unanimous

Vice-Chairman: Ralph Rispoli
Motion made by Heather Flaig, seconded by Ken Brenneman. Unanimous

Supervisor: Heather Flaig
Motion made by Ken Brenneman, seconded by Ralph Rispoli. Unanimous

Reappointed:

Secretary: Heather Flaig
Motion made by Ken Brenneman, seconded by Ralph Rispoli. Unanimous

Treasurer: Ken Brenneman
Motion made by Ralph Rispoli, seconded by Heather Flaig. Unanimous

Road Workers: As Needed: Greg Haney, Heath Brenneman, Pat Bottenfield, Ross Brubaker, Jim Blough, Justin Kephart, Darren Brubaker, Ivan Brubaker.
Motion made by Ralph Rispoli, seconded by Ken Brenneman. Unanimous

Laborers: Lisa Rispoli

Motion made by Heather Flaig, seconded by Ken Brenneman.

Roadmaster: To Be Announced

Motion made by _____, seconded by _____.

Wage Tax Collector: Blair Co Tax Bureau

Motion made by Ken Brenneman, seconded by Heather Flaig. Unanimous

Real Estate Tax Collector: Melissa Gunnett

Motion made by Ken Brenneman, seconded by Ralph Rispoli. Unanimous

Deputy Real Estate Tax Collector: Heather Flaig

Motion made by Ralph Rispoli, seconded by Ken Brenneman. Unanimous

Elected/Appointed:
*If appointed, must be done each year unless someone is elected to position
*Christine Rispoli appointed 2025 for 2026
*Lou Brenneman appointed 2026. Heather Flaig made motion, seconded by Ralph Rispoli
Auditor 6 year term: Vacant

Auditor 4 year term: Vacant

Auditor 2 year term: Vacant

**Pay Raises**

A motion was made by Ken Brenneman to give roadworkers a $2.00 $/% raise, seconded by Heather Flaig.

Road Worker Starting: $20.00

A motion was made by Ken Brenneman to give laborer a $2.00 $/% raise, seconded by Heather Flaig.

Lisa Rispoli: $20.00

A motion was made by Ken Brenneman to give the roadmaster a $2.00 $/% raise, seconded by Heather Flaig.

Roadmaster Wages: $22.00

Set Starting Wages for new hires:

Starting Wages Summer Help (School Students): $16.00

Starting Wages for Road Workers: $18.00

Starting Wages for Road Master: $22.00

Starting Wages for experienced road workers: $20.00

Starting Wages for Laborers: $18.00

Starting Wages for Secretary and Treasurer: $18.00

Starting Emergency Help Wages: $18.00

Starting Experienced Emergency Help Wages: $18.00

Tax Collectors Wages - 5% currently, % . motion Ken Brenneman 2nd Ralph Rispoli to increase to 6%.

Auditor's Wages - $18.00/hour currently, max. motion Heather Flaig 2nd Ralph Rispoli

Auditors will have to set all Supervisors and working Supervisors' wages:

Auditors met on _____ ___, _____ at _____ PM to set supervisors wages.

Wages will stay the same, unless changed by Auditors.

Secretary Wages - $20.00 currently. Set by auditors: $_____

Supervisors- $1875. $1925.00 each supervisor (beginning at next term)/year ($5775 total for year)

Treasurer bond: - $300,000.00

Motion made by Ken Brenneman, seconded by Ralph Rispoli. Unanimous

Open Record Officer: Heather Flaig

Motion made by Ken Brenneman, seconded by Ralph Rispoli. Unanimous

Solicitor: Nathan Karn

Motion made by Heather Flaig, seconded by Ken Brenneman. Unanimous

Engineer: Keller Engineers

Motion made by Ralph Rispoli, seconded by Heather Flaig. Unanimous

Code Appeals Board: Heather Flaig

Motion made by Ken Brenneman, seconded by Ralph Rispoli. Unanimous

Government Advisory Committee: Ken Brenneman

Motion made by Heather Flaig, seconded by Ralph Rispoli. Unanimous

Election Vacancy Board Chairman: Pat Bottenfield

Motion made by Ken Brenneman, seconded by Heather Flaig. Unanimous

Williamsburg Municipal Authority: Daryl Cole

Motion made by Ken Brenneman, seconded by Heather Flaig. Unanimous

Blair Co Sanitation Committee: Ken Brenneman

Motion made by Heather Flaig, seconded by Ralph Rispoli. Unanimous

General Fund Checking: PennCrest Bank

Motion made by Ken Brenneman, seconded by Ralph Rispoli. Unanimous.

PLGIT Funds:

General Class, General Prime, Act 537 Plan, Marcellus Shale, Capital Reserve, and Liquid Fuels

Motion made by Ken Brenneman, seconded by Heather Flaig. Unanimous.

Mileage Rate: 72.5 cents per miles as per IRS

Motion made by Ken Brenneman, seconded by Ralph Rispoli. Unanimous.

Reorganization meeting will be held the 1st Monday in January unless that day is a holiday, then the meeting will be the first Tuesday.

Regular Monthly meetings will be held at the Catharine Township Building the

***3rd Thursday of every month starting at 7:00 P.M.***

***Hours: Monday, Wednesday, Thursday 12pm-4pm***

A motion was made by Ralph Rispoli, seconded Heather Flaig. Unanimous.

Convention Voting Delegate: To Be Announced

Motion made by _____, seconded by _____.

All emergency work done by road workers or laborers on New Year's Day, Easter, Memorial Day, July 4th, Labor Day, Thanksgiving Day and Christmas Day is ***double time***. This motion will be continuous and will stand from year to year. A motion made by Ken Brenneman, seconded by Heather Flaig.

All hours worked over 40 hours a week, if necessary, will be paid at a rate of ***time and a half***. And all hours worked over 8 hours a day, if necessary, will be paid at a rate of ***time and a half***. Motion made by Ken Brenneman, Second by Ralph Rispoli. Unanimous.

Township Sewage Enforcement Officer: Luke Helsel and Alternates from Blair Co

Motion made by Ralph Rispoli, seconded by Heather Flaig.

Emergency Management Director: To Be Announced

Motion made by _____, seconded by _____.

Assistant Emergency Management Director: To Be Announced

Motion made by _____, seconded by _____.

Tax Increases: Millage for 2025: 1.941

Millage for 2026: 2.91

Address any other pertinent information concerning the township at this time.

Christine Rispoli's sewage plan was approved to be sent to DEP.

A motion was made by Heather Flaig to adjourn the reorganization meeting at 4:35PM,

seconded by Ken Brenneman.

Respectfully submitted,

Heather Flaig, Secretary