

**Highland Township Supervisors
2026 Organizational Meeting Minutes
January 5, 2026**

Meeting was called to order at 5:30 p.m. at the Highland Township Municipal Building, 3641 Fairfield Road, Gettysburg, PA 17325 as advertised in the Gettysburg Times.

In attendance: Supervisors: Jason Stitt (JS), Cody Young (CY), Bill Baldwin (BB), Robin Keller

ORGANIZE:

JS motioned BB be appointed as temporary chair. CY seconded. Motion unanimously approved.
BB motioned CY be appointed as temporary secretary. JS seconded. Motion unanimously approved.

NOMINATE:

BB motioned JS be Chairman for 2026. CY seconded. Motion unanimously approved.
JS motioned CY be Vice Chairman for 2026. BB seconded. Motion unanimously approved.

APPOINT EMPLOYEES

JS motioned to appoint Robin Keller as secretary/treasurer. CY seconded. Motion unanimously approved.
CY motioned to appoint Roger Greer as road/garage worker. JS seconded. Motion unanimously approved.
JS motioned to appoint Bill McDannell 1st call seasonal worker, Ed Steinour 2nd call seasonal worker, Gary Dingle 3rd call seasonal worker. BB seconded. Motion unanimously approved.
JS motioned to appoint CY Road Master and BB as assistant. CY seconded. Motion unanimously approved.
JS motioned to appoint Robin Keller as Open Records Officer. BB seconded. Motion unanimously approved.
JS motioned to appoint himself as alternate Open Records Office. CY seconded. Motion unanimously approved.

SET WAGES

JS motioned to set secretary/treasurer wages to \$27.50/hr. BB seconded. Motion unanimously approved.
CY motioned to set road/garage worker to \$30/hr. JS seconded. Motion unanimously approved.
CY motioned to set seasonal workers to \$38/hr. BB seconded. Motion unanimously approved.
JS motioned to set tax collector/deputy at 8% as allowed by Township Code. BB seconded. Motion unanimously approved.
JS motioned tax collector/real estate letter at \$15 by resolution. BB seconded. Motion unanimously approved.
JS motioned Planning Commission and Zoning Board paid \$65/meeting. BB seconded. Motion unanimously approved.
JS motioned to follow IRS rate currently \$0.725 per mile. CY seconded. Motion unanimously approved.

DETERMINE

JS motioned the following days as office closed/paid holidays: New Year's Day, Memorial Day, 4th of July, Labor Day, Thanksgiving, Christmas Eve, Christmas and the voting days for PA (May 19 & Nov. 3). CY seconded. Motion unanimously approved.

APPOINTED OFFICES/BOARDS

JS motioned to appoint Linus Fenicle, Twp solicitor, KPI as Twp engineer, zoning officer, SEK as Twp auditor, KPI as Twp SEO and alt. SEO. BB seconded. Motion unanimously approved.

JS motioned to appoint Carl Keller, Jr as vacancy board citizen chairman. CY seconded. Motion unanimously approved.

JS motioned to appoint Adam Wine as emergency management coordinator (FREMA). BB seconded. Motion unanimously approved.

JS motioned to reappoint Charlie Sterner for another 4-year term and Robin Keller as secretary on Planning Commission. BB seconded. Motion unanimously approved.

JS motioned to reappoint Darlene Grube for another 3-year term and Bernard Yannetti, Jr as solicitor on Zoning Board. CY seconded. Motion unanimously approved.

JS motioned to set wages for \$25 by Resolution. CY seconded. Motion unanimously approved.

VOTOING DELEGATES/REPRESENTATIVES

JS motioned that he be voting delegate for YATB and ACTCC. CY seconded. Motion unanimously approved.

JS motioned the following representatives: Robin Keller, ACATO, Robin Keller ACCOG, supervisors as alternate, supervisors for fire departments. CY seconded. Motion unanimously approved.

JS motioned himself as voting delegate for FREMA and PSATS convention. CY seconded. Motion unanimously approved.

JS motioned Robin Keller as CDL test and report coordinator. CY seconded. Motion unanimously approved.

AUTHORIZE

JS motioned Robin Keller pays bills/invoices between meetings. BB seconded. Motion unanimously approved.

ESTABLISH

JS motioned to keep using ACNB and PLGIT as bank/depository along with treasurers' bond of \$1,500,000. BB seconded. Motion unanimously approved.

JS motioned to keep meeting 2nd Tuesday of the month at 7:30 p.m. CY seconded. Motion unanimously approved.

JS motioned to keep office hours Mon-Thurs 8a.m.-3p.m. BB seconded. Motion unanimously approved.

JS motion to keep ACNB/Astra for insurance. CY seconded. Motion unanimously approved.

ADJOURNMENT

JS motioned to adjourn meeting at 6:40 p.m. BB seconded, Motion unanimously approved.

Submitted by

Robin Keller, Secretary