

# MINUTES

January 20, 2026

The Board of Supervisors met for their scheduled meeting at the Township Building. Members present: Mark Starkweather, Gary Phelps, Kyle Wheatley, and Patricia A. Reese; Secretary.

**VISITORS:** Carol Phelps, Martha Rusk, Ben Sayers, Sheila Yungwirth, Shennee Rutt, Carmen Toby, Nate Lineaweaver, Aubrey Irion, Linda Reese and Chad Collins.

## PLEDGE OF ALLEGIANCE

**MINUTES:** After review Gary made a motion to accept the minutes as read with one correction noted. The motion was not carried to donate to the Library. It was denied, as two Supervisors voted against the donation. Kyle seconded the motion noting the correction. All in favor. Carried.

**VISITOR'S COMMENTS:** Linda Reese asked why the vacant Auditors position was not advertised. She also had concerns related to the Supervisor's pay increase Ordinance.

Sheila Yungwirth noted that she felt like she was being harassed regarding the anonymous complaint that the Twp received regarding 8 unlicensed/ unregistered vehicles on her property. She mentioned the on going Beuter clean up.

Nate Lineaweaver had questions regarding appointing a new auditor. He also discussed unlicensed/ unregistered vehicles and enforcing the Ordinance.

**SUBDIVISIONS/LOT ADDITIONS:** Planning Minutes were read and filed.

Louis A. 111 & Wanda E. Irion Subdivision/Lot Addition- After review Gary made a motion to approve the Subdivision/Lot Addition contingent upon the

Maintenance/Easement Agreement being signed and recorded. Kyle seconded the motion. All in favor. Carried.

The County of Tioga Subdivision/Lot Addition- After review Gary made a motion to approve the Subdivision/Lot Addition. Kyle seconded the motion. All in favor. Carried.

**OLD BUSINESS:** None.

**NEW BUSINESS/CORRESPONDENCE:** Martha Rusk presented a letter resigning from the Charleston Township Planning Commission Board. Gary made a motion to accept the resignation. Kyle seconded the motion. All in favor. Carried. The Board Thanked Martha for her service on the Planning Commission Board.

The Wellsboro Fire & Ambulance Banquet will be February 14, 2026. Gary and his wife will be attending.

Sidock Group, Inc. sent notice of a proposed Gas Main Replacement along the Dartt Settlement Road. UGI sent notice to DEP. Letter signed and returned.

Ordinance #163- An Ordinance to update/amend Ordinance #124 the compensation for Twp Supervisors- After discussion Kyle made a motion to approve Ordinance #163. Gary seconded the motion. All in favor. Carried.

Ordinance #164- An Ordinance to update/amend Ordinance #111 regarding collection and disposal of solid waste. After discussion Gary made a motion to approve Ordinance # 164. Kyle seconded the motion. All in favor. Carried.

Stacey Champaign sent a letter resigning from the Auditors position. After discussion Gary made a motion to accept the resignation letter. Kyle seconded the motion. All in favor. Carried. The Board Thanked Stacey for being an auditor for 18 years.

Vacant Auditor's position- Two letters of interest have been received, Carmen Toby and Amanda Collins. Carmen was present and had some questions regarding the

position. Amanda was unable to be present. After lots of discussion the Supervisors decided to table filling the vacant position until next meeting.

Anonymous complaint received regarding unlicensed/uninspected vehicles-  
Zoning Officers Report- The Twp received an anonymous complaint of 8 or more unlicensed/uninspected vehicles on the Matt and Sheila Yungwirth property. The Zoning Officer was sent out to the residents and reported back. Sheila noted that some vehicles that are in question are not owned by her or husband. The Board noted the vehicles need to be removed or returned to the owners. A 30-day letter will be sent. And a follow up report from the Zoning Officer will be requested.

Beuters on going Clean Up- On January 16, 2025 the Zoning Solicitor sent out a letter to Beuters encouraging them to register and inspect or remove one additional motor vehicle from the property. The Yungwirth's also made a complaint regarding old vehicles in woods that need removed. Matt Yungwirth rode along with the Zoning Officer to show him where the vehicles were on the Beuters property. A report with pictures were presented to the Supervisors. After some discussion the Board asked that the Zoning Solicitor amend the letter sent to the Beuters to include the vehicles in the woods.

A follow up letter from Penndot was reviewed and filed regarding the plowing of shoulders on SR 0006 within Charleston Township. Penndot will continue to plow and remove snow from the shoulders and the roadway.

Penndot sent notice of proposed project along SR 4002 to replace a pipe. Letter read and filed.

CTMA sent a letter noting 2026 sewer wages. They did not approve a wage increase for 2026. The Roadmaster will receive his hourly rate for all sewer calls and work on the sewer line. Letter read and filed. There was also discussion on having the employees certified to work on the sewer line.

**EXECUTIVE SESSION:** An Executive Session was called to discuss employee raises. The Class II Operator that was on a 30-day probation has shown improvement and was given the 2.8% increase for 2026.

The Class II Operator – (6mths)- if the employee continues to do a great job, he will have the opportunity for a raise at his 1year anniversary date.

**ROADMASTER REPORT:** Trish read the Roadmaster Report.

Mark noted that there were some issues with the Belt Loader and they are looking into repairing it and hope to have it ready for spring.

**BILLS:** General- After review Mark made a motion to accept all General Bills as read. Kyle seconded the motion. All in favor. Carried.

**ADJOURN:** Kyle made a motion to adjourn the meeting. Gary seconded the motion. All in favor. Carried.

**GENERAL FUND**

**CHECKING: 825187.44**

**IMPACT FEE: 592242.68**

**EXP: 79271.17**

**STATE FUND**

**CHECKING: 3238.03**

**EXP: 0**