

SECRETARY

# HALLOFFAME

As Center Township’s secretary-treasurer for a quarter-century, **Dawn Horr** says her role as a public servant plays to her strengths.

## A Well-Suited Job

**Dawn Horr**

Center Township, Greene County  
26 years of service

BY AMY BOBB / ASSISTANT EDITOR

Dawn Horr is a self-proclaimed “numbers” person.

“Give me a stack of bills to pay or a pile of bank statements to reconcile, and I am in heaven,” the secretary-treasurer of Center Township in Greene County says.

Yet, she appreciates the warm, fuzzy parts of her job, too.

“I enjoy helping the residents,” she says. “Being in a small community and here for so long, I have great fondness for them.”

Combine these two elements — the analytical and emotional — with her position as township secretary-treasurer, and it’s plain to see why Horr will be celebrating 26 years as a public servant next month.

“When I accepted this position, I had no idea what public service was,” she says. “I thought I had just been hired to perform general secretarial duties. Boy, was I in for a surprise! I have



**Both job and family are important to Dawn Horr. Her work at Center Township has been a valuable part of her children’s lives, too. She started with the township on her daughter’s sixth birthday, and the job enabled her to send her two children to college.**

“We communicated between buildings with a Radio Shack intercom,” she says. “We’ve come a long way since then.”

Over the decades, her job responsibilities shifted from paper to computer, and in 2009, the township moved its operations to a newly constructed building. The issues that she deals with as secretary have evolved, too. With the construction of a sewer plant in the village of Rogersville in 2006, she added sewer billing and payment collections to her job tasks. Located in a region rich in coal and gas resources, the township has also faced the ups and downs of being one of the largest natural gas producers in the state. In 2019, Center Township was home to 260 producing wells.

“With the gas industry boom, we have been bombarded with truck traffic,” Horr says.

learned how rewarding serving my community is.”

## Evolving over time

Since Horr started with the township in 1995, she has been at the forefront of changes occurring both in her position as secretary-treasurer and in the community where she has spent most of her life. She recalls how during the early years, much of the job was done on paper and her office was in a small trailer that had previously been a district magistrate’s office.

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Eventually, the township was able to get a heavy hauling agreement in place, but it took time to get the industry on board and willing to comply.

“Creating a good working relationship with the gas companies has been a long process, but we are finally in a better place with them,” she says.

### Helping others

Horr greatly enjoys the administrative responsibilities of her job, whether it's processing invoices, purchasing supplies, doing payroll, or answering calls and emails, but it's fair to say that the relationships she has formed over the years have probably brought her the most rewards.

“I enjoy helping others,” she says, “whether it's helping a young couple through the permitting process of building a new home or lending an ear to an elderly resident who just needs someone to talk to.”

Over the decades, she has come to appreciate her peers in nearby communities, too, particularly when there's a problem or issue to be resolved.

“In our community, the neighboring townships band together and help each other when needed,” she says. “I enjoy communicating with the other secretaries, sharing information, and lending a helping hand.”

Nurturing relationships within her own township is also a priority. Through open communication and information exchange, she has formed a strong bond with her supervisors, who are employed full-time for the township, and two other employees.

“Having the longest tenure here, I am able to share information and experience with them,” she says.

With experience comes knowledge, after all, and she attributes much of her success over the years to a willingness to learn new things. In approaching the

## How PSATS has helped this Hall of Famer

Dawn Horr doesn't hesitate to get in touch with PSATS whenever she has a question. “The staff and members of PSATS are indispensable and always just a phone call away,” she says.

job with an open and positive attitude, she looks forward to coming to work each day.

“Honestly, I love my job,” she says. “I feel blessed to have a job I get to do instead of one I have to do.”

In looking to the future, she expects that being a Center Township public servant is a role she will continue to play for a long time to come.

“I plan to be here as long as I can,” she says. “Maybe you can interview me again after 40 years of service.” ♦

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David M. Sanko, Executive Director

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