

January 3, 2022

Organizational Meeting Minutes

The organizational meeting of 2022 was called to order by Jeff Hamilton at 6:30 pm. Richard Marks and Kelly Glinski were present at the meeting. Newly Elected Supervisor, Leo Fiester was absence from the meeting.

Visitors: None

Appointment of Temporary positions: A motion was made by Richard Marks, seconded by Jeff Hamilton to appoint Jeff Hamilton as temporary chairman and Kelly Glinski as temporary secretary. All in agreement, the motion passed.

Appointment of Board positions:

A motion was made by Richard Marks, seconded by Jeff Hamilton to accept the following board positions as listed:

- Chairman: Jeff Hamilton
- Vice Chairman: Leo Fiester
- Secretary/ Treasurer: Kelly Glinski
- All in agreement, the motion passed.

Appointment of Additional positions in the Township:

A motion was made by Richard Marks, seconded by Jeff Hamilton to accept the following positions as listed:

- Caretaker of Equipment: Richard Marks
- Roadmaster: Richard Marks
- Township Secretary: Kelly Glinski
- Vacancy Board: Kevin Botsford
- Variance Board: Kevin Botsford, Randy Ruhl, Frank Miller
- SEO: Paul Baran, Terri Baran, Charles Amer
- Legal Counsel: J. David Smith, McCormick Law, Williamsport PA
- PSATS Voting Delegate: Jeff Hamilton
- Emergency Manager: Randy Ruhl
- Transfer Station Manager: Richard Marks

All in agreement, the motion passed.

Treasurer’s Bond a motion was made by Richard Marks, seconded by Jeff Hamilton to keep the secretary bond at \$350,000. All in agreement, the motion passed.

Depository: A motion was made by Richard Marks, seconded by Jeff Hamilton to have C&N Bank as the depository. All in agreement, motion passed.

Monthly Bills: a motion was made by Richard Marks, seconded by Jeff Hamilton to authorize the Treasurer to pay bills due before each monthly meeting, including but not limited to Sullivan County REC, Comcast, Visa and Northern Tier Solid Waste. Payment may be by check or online payment. Motion passed.

Regular Monthly Meetings: Motion was made by Richard Marks, seconded by Jeff Hamilton for the regular scheduled monthly meeting to be as follow:

Monthly meeting will be held at the Laporte Township Building on first Mondays of each month except where noted: February 7th, March 7th, April 4th, May 2nd June 6th, Tuesday July 5th, August 1st, Tuesday September 6th, October 3rd, November 7th, and December 5th. Motion passed.

A motion was made by Richard Marks, seconded by Jeff Hamilton to allow supervisors to attend meeting via telephone/and or video chat when there is a conflict in schedule. Motion passed.

Township Holidays:

A motion was made by Richard Marks and seconded by Jeff Hamilton to accept the following seven holidays:

New Year's Day, Easter, Memorial Day, Fourth of July, Labor Day, Thanksgiving, and Christmas. Holiday pay will be given to those who would have normally been scheduled on those days. All in agreement, the motion passed.

Convention: The PSATS Convention will be held on April 24-27 at the Hershey Lodge in Hershey, PA. Jeff Hamilton, and Rich Marks will be attending this year's convention. Registrations from last year will be carried over to this year. Confirmation of registration will be January 11th.

Fee Schedule: a motion was made by Richard Marks, second by Walter Botsford to accept the following fee schedule for 2022. All in agreement, motion passed. \$0.25/bag collected at Transfer Station will be allocated to the Laporte Volunteer Fire Company. Township will pay this allocation to the Fire Company quarterly.

Laporte Township 2022 Fee Schedule

SEO Fee Schedule

Residential On-Lot Septic System

Applications Per Site:

Evaluation of two (2) test pits	\$150.00
Additional test pits	\$45.00 each
Percolation Test per 6 holes	\$200.00
Additional Perc holes	\$25.00 each

Subdivisions

Applications Per Site:

Evaluation of two (2) test pits	\$250.00
Additional test pits per site	\$55.00 each
Back up site per site	\$200.00
Percolation Test, six (6) holes	\$200.00
Additional Perc Holes	\$25.00 each
Evaluation of remaining acres	
With an existing on-lot septic	\$100.00
IRRIS per test pit	\$75.00

Commercial Fee Schedule

Applications per site

Evaluation of two (2) test pits	\$400.00
Additional test pits	\$75.00 each
Percolation Test per 6 Holes	\$300.00
Additional Holes	\$75.00 each

Reviewing design and issuing permit

This fee includes, final inspection

And all additional visits while septic

System is being installed \$300.00

Alternate Systems Not mentioned above

Evaluation of two test pits	\$250.00
Additional tests	\$55.00 each
Percolation test per 6 holes	\$200.00
Additional Perc per hole	\$25.00

Permit Fee's

Applications per site

Inground Gravity	
Design Review	\$30.00
Permit	\$125.00

Inground Pressurized

Design Review	\$75.00
Permit	\$200.00

Above Ground Pressurized

Design Review	\$100.00
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Permit \$250.00

Sub-Surface Sand Filter	
Design Review	\$150.00
Permit	\$250.00
Tank Replacement	\$150.00

This fee includes, final
Inspection, all additional visits
While tank is being installed

Holding Tanks, Privies, Chemical and Composing toilets	\$200.00
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This fee includes final inspection
(\$1000 escrow may be required)
All additional visits while tank or tanks
are being installed. Holding tank
Residential, last resort for malfunction. \$150.00

Holding Tank, Drilling Pads (per 18 months)	\$925.00
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Alternate Systems Not Mentioned above

Design Review	\$300.00
Permit	\$450.00
Lab test fee	\$200.00
6 month site inspection	\$120.00

Rate for Other Work

Malfunction Investigation per hour	\$50.00
Site Verification per lot:	\$95.00
Septic System Site Staked Out Verification	\$100.00
Planning or site Inspections flat rate /hour	\$150.00
Re Connect to old system	\$150.00
Form B Non building Waiver	\$150.00
Review Component 1 Module	\$125.00
Review Component 2 Module	\$175.00
Court Appearance	\$100.00/hour
Any other services not listed	\$100.00/hour
Return Check Fee	\$75.00

Township Permits

Land Use Permit

100 – 200 square foot	\$10.00
201 – 900 square foot	\$25.00
901 higher square foot	\$50.00

Driveway Permit

Single Home Driveway	\$25.00
Multi Home Driveway	\$50.00
Loop Driveway	\$50.00
Commercial Driveway	\$75.00
Temporary Driveway	\$50.00
Paving/tar- chip	
Existing Driveway	\$25.00

Fees are double if work is started before permit is obtained (paid and approved)

Township Services

Dumpster

15 yard (2 ton allowance)	\$285.00
30 yard (3 ton allowance)	\$325.00
	\$65.00 per ton over allowance

Cinders

Per Scoop	\$50.00
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Transfer Station

Household Trash	\$2.25/bag (\$0.25 allocated to Laporte Volunteer Fire Company)
Household Trash Large Can	\$3.25/bag (\$0.25 allocated to the Laporte Volunteer Fire Company)

Pick Up Load \$25.00 and up

Large Pick Up Load	\$35.00 and up
Dump Truck T-Tag Only	\$100.00 and up
Burner Barrel	\$10.00
Appliances	\$5.00 and up
Sofa	\$10.00
Chair	\$5.00
Mattress/Box Spring	\$5.00
Water Heaters	\$10.00
Push Mower	\$6.00
Riding Mower	\$12.00
Car Battery	\$3.00
Car Tires off rims	\$5.00
Car Tires on rims	\$10.00
Truck Tires off rims	\$10.00

Small

The Transfer Station attendant has the right to adjust fees depending on size and weight of items.

Bid Thresholds for 2020: the new bid threshold for 2020 is as listed:

\$0 to \$11,800.00 ok to purchase

\$11,800.00 to \$21,900.00 need 3 written or telephone quotes

\$21,900.00 and up, requires public bid with advertising.

Wage and Compensation for Township Employees

A motion was made by Richard Marks and seconded by Jeff Hamilton to set the township employee wage and compensation as follows:

Regular Meeting Pay for Supervisors:	\$75.00/meeting
Additional Meetings, COG, etc.	\$25.00/meeting any meeting longer than 2 hour, will be paid hourly wage
Secretary/Treasurer	\$825.00/month
Transfer Station Attendant	\$12.50
General Labor	\$13.75
Road Work/Labor	\$14.00
Operator/ Truck Driver	\$15.50
Employed Supervisor	Set by Township Auditors
Mileage	IRS rate

Having completed the Organizational meeting, the board continued with the regular scheduled monthly meeting.

Laporte Township

Sullivan County

Pennsylvania

January 3, 2022

Monthly Meeting Minutes

Visitors: Dan Morrison, Fire Chief of Laporte Township He gave update on the fire company events.

Approval of Agenda: a motion was made by Jeff Hamilton and seconded by Richard Marks to approve the meeting’s agenda

Approval of Minutes: a motion was made by Richard Marks, and seconded by Jeff Hamilton to approve the minutes from December’s meeting with corrections.

Approval of Treasurer’s Report a motion was made by Richard Marks, seconded by Jeff Hamilton accept the treasurer’s report with correction to transfer station report. Motion passed.

Monthly Bills

General Fund

Sullivan County Rural Electric	EFT	215.74
Gannon	12447	425.00
C&N Bank	12466	35.00
Comcast	12467	141.95
D3 Web Design	12468	180.00
Farrell Auto Supply	12469	145.33
Laporte Volunteer Fire Co.	12470	1,561.50
Superior Plus	12471	399.03
Superior Plus Energy Services	12472	1,466.04
West End Repairs	12473	50.00
		<u>4,619.59</u>

State Fund

Superior Plus Energy Service	5510	<u>277.44</u>
		<u>277.44</u>

Motion was made by Richard Marks seconded by Jeff Hamilton to pay bills listed for the month of December 2021. Motion carried.

Review of Permits

No Permits to review

COG Meeting:

Jeff Hamilton attended the Dec 14th COG meeting. Next meeting will be held in March 2022.

Old Business:

Road Report: Roadmaster Richard Marks gave a report on the road conditions. It has been noted that the stop sign and road sign on Lake Road is down. The sign will be replaced/installed this week. He reported there are dead trees by the overlook on Route 220. These trees will have to come down.

Kenworth: Supervisor Rich Marks received a quote for \$12,495.00 to replace and repair the engine in the Kenworth. Motion made by Rich Marks, seconded by Jeff Hamilton to replace the engine. Motion passed.

New Business:

Transfer Station Lot Safety: Supervisor Jeff Hamilton reminded everyone to maintain a safety transfer station parking lot, by clearing snow and ice. Safety measures will be taken by shoveling, cindering, and using salt when needed to prevent slips and falls.

With no further business to discuss, Jeff Hamilton adjourned the meeting at 8:00 pm

Respectfully submitted by

Kelly Glinski, Secretary