

January 7, 2019

The organizational meeting of 2018 was called to order by Walter Botsford at 9:00 am. Richard Marks, Jeff Hamilton and Kelly Glinski were present at the meeting.

Visitors: None

Appointment of Temporary positions: A motion was made by Richard Marks, seconded by Jeff Hamilton to appoint Walter Botsford 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 Walter Botsford to accept the following board positions as listed:

Chairman : Jeff Hamilton
Vice Chairman: Walter Botsford
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 Walter Botsford to accept the following positions as listed:

Caretaker of Equipment:	Richard Marks
Roadmaster:	Richard Marks
Vacancy Board	Kevin Botsford
Variance Board	Kevin Botsford, Randy Ruhl, Frank Miller
SEO	Paul Baran, Terri Baran, Charles Amer
Legal Council	J. David Smith, McCormick Law, Williamsport PA
Voting Delegate	Jeff Hamilton
Emergency Manager	Randy Rulh

All in agreement, the motion passed.

Treasurer's Bond a motion was made by Richard Marks, seconded by Walter Botsford to set the treasurer's bond at \$200,000. All in agreement, the motion passed.

Depository: A motion was made by Richard Marks, seconded by Walter Botsford to have Citizens and Northern Bank as the Depository for the township.

Regular Monthly Meetings: the regular schedule monthly meeting will be as following:

The first Monday of the month with the exception of September, this will be held on Tuesday September 3, 2019. Richard Marks made a motion, Walter Botsford seconded, and the motion was passed to accept the regular meeting schedule.

Township Holidays:

A motion was made by Richard Marks and seconded by Walter Botsford to accept the following holidays: New Years Day, Easter, Memorial Day, Fourth of July, Memorial 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 14th-17 at the Hershey Lodge in Hershey, PA. Walter Botsford and Jeff Hamilton will be attending this year's convention. Registration will open on January 14th.

Fee Schedule: a motion was made by Richard Marks, second by Walter Botsford to accept the following fee schedule for 2019. All in agreement, motion passed.

SEO Fee Schedule

Residential On-Lot Septic System

Applications Per Site:

Evaluation of two (2) test pits	\$150.00
Additional test pits	\$35.00 each
Percolation Test per 6 holes	\$200.00
Additional Perc holes	\$25.00 each

Subdivisions

Applications Per Site:

Evaluation of two (2) test pits	\$150.00
Additional test pits per site	\$35.00 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

Commercial Fee Schedule

Applications per site

Evaluation of two (2) test pits	\$200.00
Additional test pits	\$45.00 each
Percolation Test per 6 Holes	\$300.00
Additional Holes	\$40.00 each

Reviewing design and issuing permit

This fee includes, final inspection

And all additional visits while septic

System is being installed \$300.00

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
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

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 \$925.00
(per 18 months)

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:	\$60.00
Septic System Site Staked Out Verification	\$100.00
Planning or site Inspections flat rate /hour	\$50.00
Re Connect to old system	\$150.00
Form B Non building Waiver	\$75.00
Review Component 1 Module	\$50.00
Review Component 2 Module	\$100.00
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

Small Scoop	\$25.00
Large Scoop	\$50.00

Transfer Station

Household Trash	\$2.00/bag
Household Trash Large Can	\$3.00/bag
Small 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
TVs/monitors/computers/ electronics	\$25.00
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	\$3.00
Car Tires on rims	\$5.00
Truck Tires off rims	\$6.00
Truck Tires on rims	\$8.00
Tractor Tires	\$10.00
Farm Tractor Tires	\$25.00

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

Bid Thresholds for 2018: the new bid threshold for 2018 is as listed:

\$0 to \$11,100.00 ok to purchase

\$11,101.00 to \$20,600.00 need 3 written or telephone quotes

\$20,601.00 and up, required to advertise and bid

Wage and Compensation for Township Employees

A motion was made by Walter Botsford and seconded by Richard Marks and agreed to 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	\$725.00/month
Transfer Station Attendant	\$11.75
General Labor	\$12.75
Road Work/Labor	\$13.00
Operator/ Truck Driver	\$14.00
Employed Supervisor	Set by Township Auditors
Mileage	IRS rate

The meeting continued as the regular schedule monthly meeting

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

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

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

Monthly Bills

General Fund

Sullivan County Rural		
Electric	EFT	243.66
Laporte Volunteer Fire		
Co.	11846	1,000.00
NTSWA	11847	3,769.78
Citizens & Northern		
Bank	11867	25.00
D3 Web Design	11868	180.00
Farrell Auto Supply	11869	461.14
Frontier	11870	191.49
Gannon	11871	325.00
Lamphere's Truck Parts	11872	43.15
Laporte Borough	11873	2,789.00
Lockard Agency, Inc.	11874	10,827.00
PSATS	11875	572.00
Superior Plus	11876	901.74
Superior Plus Energy		
Services	11877	942.31
NTSWA	11878	3,481.74
		<u>25,753.01</u>

State Fund

Superior Plus Energy		
Service	5470	307.74
		<u>307.74</u>

Motion was made by Richard Marks seconded by Walter Botsford to pay bills listed for the month of December 2018. Motion carried.

Review of Permits

Land Use Permits:

None

Drive Way Permits:

None

Septic Permits

Dennis DeKrane D&D Brew Works Route 220 permit # Z 198769

Construction Permit Application (from Code Inspections)

None

Certificate of Occupancy (from Code Inspections)

None

Certificate of Approval (from Code Inspections)

None

COG Meeting:

Walter Botsford and Kelly Glinski attended the COG meeting on December 11th. Presentation was made by MCM about Hazard Mitigation Plan. Next COG meeting will be held January 22, 2019.

Old Business:

Hazard Mitigation Plan Progress is being made with the plan writing. Richard Marks and Kelly Glinski have attended the planning meeting on Dec 12th. The next schedule meeting will be held January 16th.

PEMA/FEMA Resolution 2019-01 Motion was made by Richard Marks, seconded Walter Botsford to adopt resolution 2019-01 Designation of Agent Resolution.

New Business:

Township CD The township CD matured on January 2nd 2019. A motion was made by Richard Marks, seconded by Walter Botsford to let the CD roll over for another 12 months. The motion passed.

Quality of Stone Walter Botsford made a comment about the quality of stone being used on the roads. The stones are slick and slimy when wet. Richard Marks commented that the quality of stone from Rexer's is inconsistent. This has been noted at the meeting for consideration when stone bids are opened.

With no further business to discuss, motion was made by Rich Marks, seconded by Walter Botsford to adjourn the meeting at 11:30 am.

Respectfully submitted by

Kelly Glinski, Secretary