

January 6, 2020

The organizational meeting of 2020 was called to order by Jeff Hamilton at 9:05 am. Richard Marks, Walter Botsford and Kelly Glinski were present at the meeting.

**Visitors:** None

**Appointment of Temporary positions:** A motion was made by Richard Marks, seconded by Walter Botsford 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 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 Ruhl

All in agreement, the motion passed.

**Treasurer's Bond** a motion was made by Richard Marks, seconded by Walter Botsford to increase the treasurer's bond from \$200,000 to \$350,000. All in agreement, the motion passed.

**Depository:** A motion was made by Richard Marks, seconded by Walter Botsford to have C&N Bank as the Depository and to roll the Certificate of Deposit over or another 12 months. All in agreement, motion passed.

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

Monthly meeting will be held at the Laporte Township Building on first Mondays except where noted: February 3<sup>rd</sup>, second Monday March 9<sup>th</sup>, April 6<sup>th</sup>, second Monday May 11<sup>th</sup>, Wednesday July 1<sup>st</sup>, August 3<sup>rd</sup>, Tuesday September 8<sup>th</sup>, October 5<sup>th</sup>, November 2<sup>nd</sup> and December 7<sup>th</sup>. Meetings will start 6:30 pm.

**Township Holidays:**

A motion was made by Richard Marks and seconded by Walter Botsford 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 May 3<sup>rd</sup>- at the Hershey Lodge in Hershey, PA. Jeff Hamilton, Rich Marks and Kelly Glinski will be attending this year's convention. Registration will open on January 14<sup>th</sup>.

**Fee Schedule:** a motion was made by Richard Marks, second by Walter Botsford to accept the following fee schedule for 2020. All in agreement, motion passed. \$0.25/bag collected at Transfer Station will be allocated to the Laporte Volunteer Fire Company. Township will pay the Fire Company quarterly.

# 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
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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	\$2.25/bag
Household Trash Large Can	\$3.25/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 2020:** the new bid threshold for 2020 is as listed:

\$0 to \$11,300.00 ok to purchase

\$11,360.00 to \$21,000.00 need 3 written or telephone quotes

\$21,000.00 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	\$750.00/month
Transfer Station Attendant	\$12.00
General Labor	\$13.00
Road Work/Labor	\$13.25
Operator/ Truck Driver	\$14.25
Employed Supervisor	Set by Township Auditors
Mileage	IRS rate

**Approval to Pay Bills:** a motion was made by Richard Marks, seconded by Walter Botsford to give permission to pay bills which are due before monthly meeting and for the electric bill to be paid monthly by automatic payment. All in agreement, the motion passed.

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

**Visitors:** John and Louise Price residents of Davidson Township. John stated his concerns with the Cherry Run Bridge being closed. He would like Laporte Township to encourage and help Davidson Township reopen the bridge.

**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

Bradco Supply Co.	11232	368.50
C&N Bank	11233	25.00
D.A Stryker Trucking	11234	2,736.46
D3 Web Design	11235	180.00
Farrell Auto Supply	11236	162.62
Frontier	11212	184.26
Frontier	11237	184.26
Gannon	11238	325.00
Laporte Volunteer Fire Co.	11221	1,127.50
NTSWA	11213	3,813.89
Sullivan County Prothonotary	11214	18.50
Sullivan County Rural Electric	EFT	237.08
Sullivan Review	11239	14.40
Superior Plus	11240	550.53
Superior Plus Energy Services	11241	778.02
Susquehanna Fire Equipment Co.	11242	57.15
Watson Diesel	11243	7,948.79
		<u>18,711.96</u>

## **State Fund**

Superior Plus Energy Service	5483	<u>509.65</u>
		<u><u>509.65</u></u>

Motion was made by Richard Marks seconded by Walter Botsford to pay bills listed for the month of December 2019. Motion carried.

## **Review of Permits**

### **Land Use Permits:**

None

### **Driveway Permits:**

None

### **Septic Permits**

None

### **Construction Permit Application (from Code Inspections)**

Gary Hoffman 255 Rockledge Road addition to deck

### **Certificate of Occupancy (from Code Inspections)**

Robert Swisher 334 Rockledge Road sunroom

Robert Swisher 334 Rockledge Road garage addition

### **Certificate of Approval (from Code Inspections)**

None

### **COG Meeting:**

Jeff Hamilton attended the COG meeting on December 17<sup>th</sup>. Jeff Hamilton reported on the meeting. John Huhn will be president of the COG. 2020 meetings will be January 28<sup>th</sup>, March 24, June 23, September 22, and December 15. Walter agreed to attend the January, March, and September meetings, and Jeff the June and December COG meetings.

### **Old Business:**

Tilly Road vacation has been recorded at the courthouse.

### **New Business:**

**Transfer Station Improvements:** Supervisors discussed possible ideas on improving the layout of the transfer station.

With no further business to discuss, Jeff Hamilton adjourned the meeting at 11:25 am.

Respectfully submitted by

Kelly Glinski, Secretary