

**AGENDA**  
**SUPERVISORS ORGANIZATIONAL MEETING**  
**Monday, January 3, 2022**  
**Girard Township Municipal Building**  
**3:00 P.M.**

***Pledge of Allegiance***

A motion to appoint the Temporary Chairman of the Board of Supervisors to be \_\_\_\_\_.  
Motion \_\_\_\_\_ Second \_\_\_\_\_ Vote: CB \_\_\_\_\_ PD \_\_\_\_\_ LP \_\_\_\_\_

Call to Order at \_\_\_\_\_ By \_\_\_\_\_

**PRESENT:**

Lindy Platz, Supervisor, Sec/Tres	_____	Jeff Ferrick, Roadmaster	_____
Clay Brocious, Supervisor	_____	Tiffany Kramer, Zoning Admin	_____
Pete Dion, Supervisor	_____		

**COMMENTS FROM THE FLOOR REGARDING AGENDA**

***ORGANIZATIONAL BUSINESS:***

A motion to appoint the Chairman of the Board of Supervisors to be \_\_\_\_\_.  
Motion \_\_\_\_\_ Second \_\_\_\_\_ Vote: CB \_\_\_\_\_ PD \_\_\_\_\_ LP \_\_\_\_\_

A motion to appoint the Vice-Chairman of the Board of Supervisors to be \_\_\_\_\_.  
Motion \_\_\_\_\_ Second \_\_\_\_\_ Vote: CB \_\_\_\_\_ PD \_\_\_\_\_ LP \_\_\_\_\_

A motion to appoint the Secretary/Treasurer to be \_\_\_\_\_.  
Motion \_\_\_\_\_ Second \_\_\_\_\_ Vote: CB \_\_\_\_\_ PD \_\_\_\_\_ LP \_\_\_\_\_

A motion to set the Treasurers bond at \$ \_\_\_\_\_.  
Motion \_\_\_\_\_ Second \_\_\_\_\_ Vote: CB \_\_\_\_\_ PD \_\_\_\_\_ LP \_\_\_\_\_

A motion to appoint the Zoning Administrator / Assistant Secretary to be \_\_\_\_\_.  
Motion \_\_\_\_\_ Second \_\_\_\_\_ Vote: CB \_\_\_\_\_ PD \_\_\_\_\_ LP \_\_\_\_\_

A motion to appoint the Roadmaster to be \_\_\_\_\_.  
Motion \_\_\_\_\_ Second \_\_\_\_\_ Vote: CB \_\_\_\_\_ PD \_\_\_\_\_ LP \_\_\_\_\_

A motion to appoint the Township Solicitor to be \_\_\_\_\_.  
Motion \_\_\_\_\_ Second \_\_\_\_\_ Vote: CB \_\_\_\_\_ PD \_\_\_\_\_ LP \_\_\_\_\_

A motion to appoint the Township Engineer(s) to be \_\_\_\_\_, \_\_\_\_\_.  
Motion \_\_\_\_\_ Second \_\_\_\_\_ Vote: CB \_\_\_\_\_ PD \_\_\_\_\_ LP \_\_\_\_\_

A motion to appoint the Vacancy Board Chairman to be \_\_\_\_\_.  
Motion \_\_\_\_\_ Second \_\_\_\_\_ Vote: CB \_\_\_\_\_ PD \_\_\_\_\_ LP \_\_\_\_\_

A motion to appoint the Emergency Management Coordinator to be \_\_\_\_\_.  
Motion \_\_\_\_\_ Second \_\_\_\_\_ Vote: CB \_\_\_\_\_ PD \_\_\_\_\_ LP \_\_\_\_\_

A motion to appoint the Deputy Tax Collector to be \_\_\_\_\_.  
Motion \_\_\_\_\_ Second \_\_\_\_\_ Vote: CB \_\_\_\_\_ PD \_\_\_\_\_ LP \_\_\_\_\_

A motion to approve supervisors and designated employees' attendance at the Pennsylvania State Association of Township Supervisors (PSATS) Convention in Hershey, April 24-27, 2022.  
Motion \_\_\_\_\_ Second \_\_\_\_\_ Vote: CB \_\_\_\_\_ PD \_\_\_\_\_ LP \_\_\_\_\_

A motion to appoint the voting delegate for the PSATS Convention to be \_\_\_\_\_.  
Motion \_\_\_\_\_ Second \_\_\_\_\_ Vote: CB \_\_\_\_\_ PD \_\_\_\_\_ LP \_\_\_\_\_

A motion to appoint the alternate voting delegate for the PSATS Convention to be \_\_\_\_\_.  
Motion \_\_\_\_\_ Second \_\_\_\_\_ Vote: CB \_\_\_\_\_ PD \_\_\_\_\_ LP \_\_\_\_\_

A motion to appoint the Open Records Officer to be \_\_\_\_\_.  
Motion \_\_\_\_\_ Second \_\_\_\_\_ Vote: CB \_\_\_\_\_ PD \_\_\_\_\_ LP \_\_\_\_\_

A motion to appoint the Assistant Open Records Officer to be \_\_\_\_\_.  
Motion \_\_\_\_\_ Second \_\_\_\_\_ Vote: CB \_\_\_\_\_ PD \_\_\_\_\_ LP \_\_\_\_\_

A motion to appoint the voting delegate/representative for the Erie County Association of Township Officials (ECATO) and at their Convention, to be \_\_\_\_\_.  
Motion \_\_\_\_\_ Second \_\_\_\_\_ Vote: CB \_\_\_\_\_ PD \_\_\_\_\_ LP \_\_\_\_\_

A motion to appoint the alternate voting delegate/representative for the Erie County Association of Township Officials (ECATO) and at their Convention to be \_\_\_\_\_.  
Motion \_\_\_\_\_ Second \_\_\_\_\_ Vote: CB \_\_\_\_\_ PD \_\_\_\_\_ LP \_\_\_\_\_

A motion to appoint the 2nd alternate voting delegate/representative for the Erie County Association of Township Officials (ECATO) and at their Convention to be \_\_\_\_\_.  
Motion \_\_\_\_\_ Second \_\_\_\_\_ Vote: CB \_\_\_\_\_ PD \_\_\_\_\_ LP \_\_\_\_\_

A motion to appoint the representative for the West County Communications Center to be \_\_\_\_\_.  
Motion \_\_\_\_\_ Second \_\_\_\_\_ Vote: CB \_\_\_\_\_ PD \_\_\_\_\_ LP \_\_\_\_\_

A motion to appoint the alternate representative for the West County Communications Center to be \_\_\_\_\_.  
Motion \_\_\_\_\_ Second \_\_\_\_\_ Vote: CB \_\_\_\_\_ PD \_\_\_\_\_ LP \_\_\_\_\_

A motion to appoint the representative for the WEC EMA COG to be \_\_\_\_\_.  
Motion \_\_\_\_\_ Second \_\_\_\_\_ Vote: CB \_\_\_\_\_ PD \_\_\_\_\_ LP \_\_\_\_\_

A motion to appoint the alternate representative for the WEC EMA COG to be \_\_\_\_\_.  
Motion \_\_\_\_\_ Second \_\_\_\_\_ Vote: CB \_\_\_\_\_ PD \_\_\_\_\_ LP \_\_\_\_\_

A motion to appoint the Coastal Resource Management representative to be \_\_\_\_\_.  
Motion \_\_\_\_\_ Second \_\_\_\_\_ Vote: CB \_\_\_\_\_ PD \_\_\_\_\_ LP \_\_\_\_\_

A motion to appoint the alternate Coastal Resource Management representative to be \_\_\_\_\_.  
Motion \_\_\_\_\_ Second \_\_\_\_\_ Vote: CB \_\_\_\_\_ PD \_\_\_\_\_ LP \_\_\_\_\_

A motion to appoint the representative for the Erie Area COG to be \_\_\_\_\_.  
Motion \_\_\_\_\_ Second \_\_\_\_\_ Vote: CB \_\_\_\_\_ PD \_\_\_\_\_ LP \_\_\_\_\_

A motion to appoint the alternate representative for the Erie Area COG to be \_\_\_\_\_.  
Motion \_\_\_\_\_ Second \_\_\_\_\_ Vote: CB \_\_\_\_\_ PD \_\_\_\_\_ LP \_\_\_\_\_

A motion to appoint the voting delegates for the Erie County Tax Collection District as follows: primary voting delegate, \_\_\_\_\_, alternate voting delegate, \_\_\_\_\_.  
Motion \_\_\_\_\_ Second \_\_\_\_\_ Vote: CB \_\_\_\_\_ PD \_\_\_\_\_ LP \_\_\_\_\_

A motion to appoint the Code Enforcement Officer to be \_\_\_\_\_.  
Motion \_\_\_\_\_ Second \_\_\_\_\_ Vote: CB \_\_\_\_\_ PD \_\_\_\_\_ LP \_\_\_\_\_

A motion to appoint the volunteer fire company liaison to be \_\_\_\_\_.  
Motion \_\_\_\_\_ Second \_\_\_\_\_ Vote: CB \_\_\_\_\_ PD \_\_\_\_\_ LP \_\_\_\_\_

A motion to approve the bank depositories to be 1st National Bank, P.L.G.I.T and Fidelity Investments and that the signatures of at least two Supervisors be required on all checks or warrants issued by the Township.  
Motion \_\_\_\_\_ Second \_\_\_\_\_ Vote: CB \_\_\_\_\_ PD \_\_\_\_\_ LP \_\_\_\_\_

A motion to approve the CPA firm of Buseck, Barger, Bleil & Co., Inc to perform the 2021 audit.  
Motion \_\_\_\_\_ Second \_\_\_\_\_ Vote: CB \_\_\_\_\_ PD \_\_\_\_\_ LP \_\_\_\_\_

A motion to approve Berkheimer Tax Administrators as collector of EIT, LST, and delinquent per capita tax.  
Motion \_\_\_\_\_ Second \_\_\_\_\_ Vote: CB \_\_\_\_\_ PD \_\_\_\_\_ LP \_\_\_\_\_

A motion to appoint the Agricultural Security Board Representative to be \_\_\_\_\_.  
 Motion \_\_\_\_\_ Second \_\_\_\_\_ Vote: CB \_\_\_\_\_ PD \_\_\_\_\_ LP \_\_\_\_\_

A motion to appoint the Girard/Lake City Chamber of Commerce representative to be \_\_\_\_\_.  
 Motion \_\_\_\_\_ Second \_\_\_\_\_ Vote: CB \_\_\_\_\_ PD \_\_\_\_\_ LP \_\_\_\_\_

**GIRARD TOWNSHIP FEE SCHEDULE**

**ZONING PERMITS**

(Zoning permit fees are determined by multiplying the TOTAL SQUARE FOOTAGE of a building or structure by a CENTS PER FOOT rate factor as follows:)

Commercial and/or Industrial	\$0.15 per square foot
All Others (including Mobile Homes)	\$0.10 per square foot
Demolition Permit	\$15.00
Minimum Fee	\$15.00

**MISCELLANEOUS SERVICES AND PUBLICATIONS**

Appeals to the Zoning Hearing Board	\$600.00 (changed 1/3/22)
Codification Book	\$150.00
Comprehensive Plan	\$40.00
Conditional Use Hearing	\$400.00 (changed 1/3/22)
Copies (any ordinance or portion, per one sided page)	\$0.25
Petition to Re-Zone	\$400.00 (changed 1/3/22)
Sewer Hook-up and Inspection Fee	\$1,500.00
Zoning Map	\$1.50

**SUBDIVISION AND LAND DEVELOPMENT FEES**

**MINOR SUBDIVISIONS**

1-3 Lots	Filing Fee	\$50.00
4-10 Lots	<b>NO</b> Public Improvements	Filing Fee \$150.00
4-10 Lots	Public Improvements (Requires Engineering Review)	Filing Fee \$250.00 Deposit \$1,000.00

**MAJOR SUBDIVISIONS**

Over 10 Lots	Preliminary/Final <b>NO</b> Public Improvements	Filing Fee	\$500.00
Over 10 Lots	Preliminary/Final Public Improvements (Requires Engineering Review)	Plan Filing Fee Plan Deposit	\$500.00 \$3,000.00

**LAND DEVELOPMENTS**

Preliminary/Final (Requires Engineering Review)	Plan Filing Fee Plan Deposit	\$500.00 \$3,000.00
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**PLANNED RESIDENTIAL DEVELOPMENTS**

Shall follow the requirements for Land Developments

- \* All fees and deposits are required at the time of application.
- \* Township’s costs incurred in addition to any deposits are the responsibility of the applicant/developer. If at any time the deposit account falls below 25% of the original the Township will require such funds as to bring the account back to the full original requested amount.
- \* Public Improvements include but are not limited to, stormwater management, streets, water and sewer lines etc.

**SOB [SEXUALLY ORIENTED BUSINESS] LICENSE\***

Initial License Fee (Per Establishment)	\$1000.00
Annual License Renewal (Per Establishment)	\$500.00
Employee Background Check	\$50.00

**RIGHT-TO-KNOW DOCUMENT DUPLICATION**

(Fees for the written requests for duplication of Township Documents shall be as follows:)

PAGE (defined by the RTK Law as one sheet of 8.5 x 11 paper, printed 1 side)	\$0.25
CD Rom or zip drive: Replacement cost to the Township should that medium be selected.	
Postage: Face value as determined by the Township’s postage meter.	

**ROAD OCCUPANCY PERMITS**

Road Occupancy Permit Application	\$20.00
Excess Maintenance Agreement	: Cost of required security to be bore by applicant.

**REFLECTIVE HOUSE PLACARDS**

Reflective House Placards (regardless of quantity of numbers)	\$10.00
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**RENTAL FEES**

LECP Pavilion Rentals:

Pavilion #1	\$35.00/day
Pavilion #2 – Girard Township resident	\$125.00/day
Non-resident	\$175.00/day
Pavilions #3 or #4	\$50.00/day

Security Deposit (to be returned if pavilion is cleaned and tables put back)	\$50.00
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**PUBLIC ASSEMBLY/OUTDOOR AMUSEMENT**

BONDING REQUIREMENTS:

Single Event or Series of Events	
1 week or less AND less than 500 people	\$5,000.00
Season of Events	
1 week or more OR 500 people or more	\$20,000.00

PUBLIC LIABILITY INSURANCE:

Single Event or Series of Events - 1 week or less AND more than 500 people per event	
Minimum Coverage: \$500,000/Person and \$1,000,000/Accident	
Season of Events - 1 week or more OR more than 500 people per week	
Minimum Coverage: \$500,000/Person and \$1,000,000/Accident	

APPLICATION FEE:

Single Event or Series of Events	
1 week or less AND less than 500 people per day: \$25/day or \$100/event, whichever is less	
1 week or less AND more than 500 people per day: \$35/day or \$150/ week, whichever is less	
Season of Events	
Less than 500 people per day on average: \$50 per week or \$200 total, whichever is less	
More than 500 people per day on average: \$65 per week or \$250 total, whichever is less	

Motion \_\_\_\_\_ Second \_\_\_\_\_ Vote: Ch \_\_\_\_\_ Cl \_\_\_\_\_ LP \_\_\_\_\_

Supervisor’s meeting dates to be the 2<sup>nd</sup> Tuesday of each month at 7pm and the 4<sup>th</sup> Tuesday of each month at 4pm except for the following dates: January 11<sup>th</sup> and April 26<sup>th</sup> No Meeting, Wednesday, November 9<sup>th</sup> and Wednesday, December 28<sup>th</sup>

Motion \_\_\_\_\_ Second \_\_\_\_\_ Vote: Ch \_\_\_\_\_ Cl \_\_\_\_\_ LP \_\_\_\_\_

A motion to approve 2022 paid holidays for Township employees:

President’s Day	Monday, February 21
Good Friday	Friday, April 15
Primary Election Day	Tuesday, May 17
Memorial Day	Monday, May 30
Independence Day observed	Monday, July 4
Labor Day	Monday, September 5
Indigenous People’s Day	Monday, October 10
General Election Day	Tuesday, November 8
Veteran’s Day	Friday, November 11
Thanksgiving Day	Thursday, November 24
The Day after Thanksgiving	Friday, November 25
Christmas Eve (after lunch)	Friday, December 23
Christmas Day	Monday, December 26
Day after Christmas observed and	Tuesday, December 27
New Year’s Day	Monday, January 2, 2023

Motion \_\_\_\_\_ Second \_\_\_\_\_ Vote: CB \_\_\_\_\_ PD \_\_\_\_\_ LP \_\_\_\_\_

A motion to approve the following hourly wages; which have been accounted for in the 2022 General Fund Budget:

- Roadmaster - \$26.00
- Senior Road Crew Member John Adams - \$24.00
- Road Crew Member Jarrod Sherman - \$20.00
- Road Crew Member Todd Daniels - \$19.00 (will go up to \$20.00 once he receives his CDL license)
- Part Time Road Crew Member Matt Vogt - \$22.00
- Zoning Administrator / Assistant Secretary - \$18.50
- Secretary/Treasurer – To Be Determined by the Auditors
- Part Time Park Maintenance (if needed) - \$14.00

Motion \_\_\_\_\_ Second \_\_\_\_\_ Vote: CB \_\_\_\_\_ PD \_\_\_\_\_ LP \_\_\_\_\_

***RECOGNITION AND APPRECIATION TO THE FOLLOWING  
WHO SERVED DURING THE YEAR 2021:***

- Board of Auditors:** Jim Mattson, Michelle Barnes and Carl Iszkula
- Zoning Hearing Board:** Gregory Baldwin, Paul Raupers, Richard Robertson, Ray Branthoover and George Craft
- Planning Commission:** Frank Sabol, Sandra Anderson, Bill Bailey, Peter Dion, Dean Roney, Adam Reese and Jeff Meeder
- Ag. Security Board:** Ann McDonald, John Mason, Sr., Paul Pangratz and Dennis Shaffer
- Water and Sewer Authority:** Guy McDonald, Dan Mininger, Tom Potter, Craig Schlosser and Ray Branthoover
- Elk Creek Rec/Leisure Brd.:** Jeff Gadley and Rebecca Vogt

A motion to adjourn the Organizational meeting at \_\_\_\_\_.

Motion \_\_\_\_\_ Second \_\_\_\_\_ Vote: CB \_\_\_\_\_ PD \_\_\_\_\_ LP \_\_\_\_\_