

GIRARD TOWNSHIP BOARD OF SUPERVISORS
Minutes of Organization Meeting
January 3, 2022
3:00 P.M.

Motion by P. Dion, second by C. Brocious to appoint Lindy Platz as Temporary Chairman, motion carried (3-0).

The meeting was then called to order by Temporary Chairman, Lindy Platz at 3:00 PM following the Pledge of Allegiance.

Present: Supervisors Clay Brocious, Pete Dion, and Lindy Platz; Roadmaster Jeff Ferrick and Zoning Administrator Tiffany Kramer. Also in attendance was resident and Planning Commission Secretary, Sandra Anderson.

COMMENTS FROM THE FLOOR REGARDING TODAY'S AGENDA – NONE

ORGINIZATIONAL BUSINESS:

Motion by P. Dion, second by C. Brocious to appoint Lindy Platz as Chairman of the Board of Supervisors, motion carried (3-0).

Motion by C. Brocious, second by L. Platz to appoint Pete Dion as Vice-Chairman of the Board of Supervisors, motion carried (3-0).

Motion by C. Brocious, second by P. Dion to appoint Lindy Platz as Secretary/Treasurer, motion carried (3-0).

Motion by C. Brocious, second by P. Dion to set the Treasurer's bond at \$1 Million, motion carried (3-0).

Motion by L. Platz, second by P. Dion to appoint Tiffany Kramer as Zoning Administrator/Assistant Secretary, motion carried (3-0).

Motion by C. Brocious, second by P. Dion to appoint Jeff Ferrick as Roadmaster, motion carried (3-0).

Motion by L. Platz, second by P. Dion to appoint Christine Hall McClure of the Knox Law Firm as Township Solicitor, motion carried (3-0).

Motion by C. Brocious, second by L. Platz to appoint Porter Consulting Engineers as the Township Engineer, motion carried (3-0).

Motion by L. Platz, second by P. Dion to appoint Dick Miller as the Vacancy Board Chairman, motion carried (3-0).

Motion by C. Brocious, second by L. Platz to appoint Andrew Pennock as the Emergency Management Coordinator, motion carried (3-0).

Motion by P. Dion, second by C. Brocious to appoint Amy Sharman as the Deputy Tax Collector, motion carried (3-0).

Motion by C. Brocious, second by L. Platz to approve Supervisors and designated employees' attendance at the PA State Association of Township Supervisors Convention in Hershey, April 24-27, 2022, motion carried (3-0). Pete Dion, Lindy Platz and Tiffany Kramer plan to attend the full conference. Jeff Ferrick, John Adams and Matt Vogt will drive down and back to visit the vendors.

Motion by P. Dion, second by C. Brocious to appoint Lindy Platz as the voting delegate for the PSATS State Convention, motion carried (3-0).

Motion by C. Brocious, second by L. Platz to appoint Pete Dion as the alternative voting delegate for the PSATS State Convention, motion carried (3-0).

Motion by P. Dion, second by C. Brocious to appoint Tiffany Kramer as the Open Records Officer, motion carried (3-0).

Motion by P. Dion, second by C. Brocious to appoint Lindy Platz as the Assistant Open Records Officer, motion carried (3-0).

Motion by P. Dion, second by C. Brocious to appoint Lindy Platz as the voting delegate/representative for the Erie County Association of Township Officials (ECATO) and at their Convention, motion carried (3-0).

Motion by C. Brocious, second by L. Platz to appoint Pete Dion as the alternate voting delegate/representative for ECATO and at their Convention, motion carried (3-0).

Motion by P. Dion, second by L. Platz to appoint Clay Brocious as 2nd alternate voting delegate/representative for ECATO and at their Convention, motion carried (3-0).

Motion by L. Platz, second by P. Dion to appoint Clay Brocious as the representative for the West County Communications Center, motion carried (3-0).

Motion by C. Brocious, second by L. Platz to appoint Pete Dion as the alternate representative for the West County Communications Center, motion carried (3-0).

Motion by P. Dion, second by C. Brocious to appoint Lindy Platz as the representative for the WEC EMA COG, motion carried (3-0).

Motion by C. Brocious, second by L. Platz to appoint Tiffany Kramer as the alternate representative for the WEC EMA COG, motion carried (3-0).

Motion by L. Platz, second by C. Brocious to appoint Tiffany Kramer as the Coastal Resource Management representative, motion carried (3-0).

Motion by C. Brocious, second by L. Platz to appoint Pete Dion as the alternate Coastal Resource Management representative, motion carried (3-0).

Motion by P. Dion, second by C. Brocious to appoint Lindy Platz as the representative for the Erie Area COG, motion carried (3-0).

Motion by L. Platz, second by C. Brocious to appoint Pete Dion as the alternate representative for the Erie Area COG, motion carried (3-0).

Motion by C. Brocious, second by P. Dion to appoint Lindy Platz as the voting delegate and Pete Dion as the alternate for the Erie County Tax Collection District, motion carried (3-0).

Motion by L. Platz, second by C. Brocious to appoint Jeffrey Gadley as the Code Enforcement Officer, motion carried (3-0).

Motion by P. Dion, second by L. Platz to appoint Clay Brocious as the volunteer fire department liaison, motion carried (3-0).

Motion by C. Brocious, second by P. Dion to approve the bank depositories as 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, motion carried (3-0).

Motion by L. Platz, second by P. Dion to appoint Buseck, Barger, Bleil & Co., Inc to perform the 2021 audit, motion carried (3-0).

Motion by P. Dion, second by L. Platz to approve Berkheimer Tax Administrators as the collector of the EIT, LST and delinquent per capita taxes, motion carried (3-0).

Motion by L. Platz, second by P. Dion to appoint Clay Brocious as the Agricultural Security representative, motion carried (3-0).

Motion by P. Dion, second by C. Brocious to appoint Lindy Platz as the Girard/Lake City Chamber of Commerce representative, motion carried (3-0).

Motion by L. Platz, second by P. Dion to approve the following fee schedule:

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	NO Public Improvements	Filing Fee	\$150.00
4-10 Lots	Public Improvements (Requires Engineering Review)	Filing Fee Deposit	\$250.00 \$1,000.00

MAJOR SUBDIVISIONS

Over 10 Lots	Preliminary/Final NO 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

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 by C. Brocius, second by P. Dion to approve the Supervisors 2022 meeting dates to be the 2nd Tuesday of each month at 7pm and the 4th Tuesday of each month at 4pm except for the following dates: January 11th and April 26th- No meeting, Wednesday, November 9th and Wednesday, December 28th, motion carried (3-0)

Motion by L. Platz, second by P. Dion to approve the 2022 paid holidays for Township employees, motion carried (3-0):

Presidents 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	Tuesday, December 27
New Year’s Day	Monday, January 2, 2023

Motion by C. Brocius, second by P. Dion to approve the following hourly wages which have been accounted for in the 2022 General Fund Budget, motion carried (3-0):

- Roadmaster Jeff Ferrick - \$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)
- Zoning Administrator/Assistant Secretary Tiffany Kramer - \$18.50
- Secretary/Treasurer – To Be Determine by the Auditors
- Part Time Park Maintenance (if needed) - \$14.00

***RECOGNITION AND APPRECIATION TO THE FOLLOWING
WHO SERVERED 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 Board: Jeff Gadley and Rebecca Vogt

Motion by C. Brocius, second by P. Dion to adjourn the meeting at 3:25 p.m., motion carried (3-0).

Respectfully Submitted,

Lindy Platz
Secretary