**AGENDA**

***SUPERVISORS ORGANIZATIONAL MEETING***

**Monday, January 3, 2023**

**Girard Township Municipal Building**

**9:00 A.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 23-26, 2023.

 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 2022 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 **NO** Public Improvements Filing Fee $150.00

4-10 Lots Public Improvements Filing Fee $250.00

 (Requires Engineering Review) Deposit $1,000.00

**MAJOR SUBDIVISIONS**

Over 10 Lots Preliminary/Final

 **NO** Public Improvements Filing Fee $500.00

Over 10 Lots Preliminary/Final

 Public Improvements Plan Filing Fee $500.00

 (Requires Engineering Review) Plan Deposit $3,000.00

**LAND DEVELOPMENTS**

Preliminary/Final Plan Filing Fee $500.00

(Requires Engineering Review) Plan Deposit $3,000.00

**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

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

Supervisor’s 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: No meeting on January 10th, April 25th, December 26th. July 4th meeting moved to Wednesday July 5th.

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

A motion to approve 2023 paid holidays for Township employees:

President’s Day Monday, February 20

Good Friday Friday, April 7

Primary Election Day Tuesday, May 16

Memorial Day Monday, May 29

Independence Day observed Tuesday, July 4

Labor Day Monday, September 4

Indigenous People’s Day Monday, October 9

General Election Day Tuesday, November 7

Veteran’s Day observed Friday, November 10

Thanksgiving Day Thursday, November 23

The Day after Thanksgiving Friday, November 24

Christmas Eve (after lunch) Friday, December 22

Christmas Day Monday, December 25

Day after Christmas observed Tuesday, December 26

and

New Year’s Day Monday, January 1, 2024

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

A motion to approve the following hourly wages; which have been accounted for in the 2023 General Fund Budget:

Roadmaster - $27.50

Senior Road Crew Member John Adams - $25.50

Road Crew Member Jarrod Sherman - $21.25

Part Time Road Crew Member Matt Vogt - $23.25

Zoning Administrator / Assistant Secretary - $19.50

Secretary/Treasurer – To Be Determined by the Auditors

Part Time Park Maintenance Alan Gresh - $18.00

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

***RECOGNITION AND APPRECIATION TO THE FOLLOWING***

***WHO SERVED DURING THE YEAR 2022:***

**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, Rebecca Vogt and Clay Brocious

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

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