

Perry Township Board of Supervisors
January 4, 2010 Reorganization and Regular Meeting Minutes

The Perry Township Board of Supervisors held their reorganization meeting at 5:00 p.m. with their regular meeting immediately following on Monday, January 4, 2010 at the Perry Township Municipal Building. Supervisors in attendance were: John Zias and Tim Boots. Dori McElwain was absent. Solicitor Greg Fox and Janice Marshall and eight visitors were present.

Tim Boots nominated John Zias to be temporary chairman. Motion passed with all in favor.

Tim Boots nominated Janice Marshall to be temporary secretary. Motion passed with all in favor.

Temporary Chairman John Zias called the meeting to order with all present taking part in the Pledge of Allegiance. Temporary Secretary was Janice Marshall.

No Public Comments were received.

Chairman position: Boots nominated John Zias for Chairman of the Board. Motion passed with all voting in favor.

Vice-Chairman position: John Zias nominated Tim Boots to be Vice-Chairman. Motion passed with all voting in favor.

Secretary-Treasurer position: Zias motioned and Boots second to appoint Janice Marshall as Secretary/Treasurer. Motion passed with all in favor.

Roadmaster position: Zias motioned and Boots second to appoint Tim Boots as Roadmaster. Motion passed with all in favor.

The following motions were made by Boots and second by Zias and passed with all voting in favor:

Township Non-UCC Building permit officer: John Zias as Non-UCC Building permit officer. Job duties to be completion of application and verification of the site location, issuance of the "begin construction permit" and the issuance of the "occupancy permit" upon the completion of the final inspection of the construction.

Emergency Management Coordinator: John Zias to be the emergency management coordinator for Perry Township.

Agricultural security committee member: John Zias to be the Supervisor/member of the Agricultural Security Committee.

Right to Know Officer: Janice Marshall, Secretary/Treasurer to be the Right to Know Officer.

Vacancy Board Member: James Radich as the vacancy board member.

PA One Call contact and alternate contact: John Zias to be the PA One Call contact and Tim Boots be the alternate contact.

Secretary/Treasurer Pay: To set the Secretary/Treasurer pay at \$1400.00 per month for 20 hours per week plus the monthly meeting and that the Secretary/Treasurer have eight personal days.

Mileage Reimbursement for Driveway, road opening, and road bond permit officer Set at \$.50 per mile for reimbursement of driveway, road opening, road bond permit officer mileage to complete required inspections.

PA State Convention: The supervisors, secretary/treasurer, laborers, and roadmaster to attend the state convention and be reimbursed for registration, mileage, tolls, food and lodging.

No lien letter fee: To charge a fee of \$15.00 for no-lien letters.

Culvert replacement: To charge \$20 application fee and \$10 inspection fee with no deposit required for culvert replacement and to require driveway culverts to be open-grated.

Non-UCC building permits: To charge following for non-UCC building permits: a base fee of \$50.00 plus an additional fee of \$.10 per square foot for new construction, additions, renovations, etc. Repairs shall pay the \$50 base fee but be exempt from the cost per square foot.

UCC building permits: To charge a fee of \$50 for UCC building permits with the fees for inspections to be set by the inspection company, CODE.sys.

Demolition permits: To require demolition permits for demolition/removal of any structure in Perry Township. No fee will be charged for residential/farm structures under 1000 square feet. All structures over 1000 square feet and all commercial structures will be submitted to CODE.sys for action and fees will be according to their rates.

Sewage Enforcement Fees: Zias motioned and McElwain second to adopt the 2009 SEO fee schedule for sewage enforcement by the sewage enforcement officer(s). Smith fees: \$430 for regular site investigation and 5 pit tests, perk tests and final inspection with additional fees charged for additional work by SEO to be due to the township prior to additional work being completed.

Solicitation Fees: The fee for Solicitation Permits is set at \$50.00 per permit.

Sewage Complaint Fee: To charge a one-time fee of \$50.00 for complaints involving the Sewage Enforcement Officer with the fee to be returned if the complaint is found to be valid.

The following motions were made by Zias and second by Boots and passed with all voting in favor:

UCC Building Construction Inspections: CODE.sys to be the inspection company for all state required UCC construction inspections.

Sewage Enforcement Officer and Alternate: To pass Resolution 1-4-10 appointing Chuck Smith to be the Sewage Enforcement Officer and Daniel Baker Associates, Inc. employees to be the Alternate Sewage Enforcement Officer.

Driveway permit officer: Tim Boots to be the driveway, road occupancy and road bond permit officer. Job duties to include review applications and do verification of site location with determination of type of entrance onto the township road before construction begins, inspection of completed construction, issuance of the "begin construction permit and the occupancy permits following the final inspection. Notices and copies to Secretary of approval to refund deposit.

Township Engineer: F. B. Taylor is the township engineer.

Township Solicitor: Greg Fox is the township solicitor at the rate of \$150 per month and \$75 per hour for extra work.

Voting Delegate: Tim Boots be the voting delegate and John Zias to be the alternate voting delegate at the COG, county and state conventions.

Road Laborers-Full Time/Part Time: John Stafford and Mike Brown as full time road laborers at \$14.00 per hour with a deduction of \$1.00 per hour if the employee is enrolled in the health insurance plan through the township. Full time employees will follow the full time laborer job description. Full time employees are eligible for Health Insurance with the deductible to be reimbursed up to \$750 per employee per year for any medical/dental deductible paid. Part time employee is Larry Houk and any others to be designated and called out as needed at \$12.50 per hour and will follow the part time laborer job description. Full time employees are eligible for paid vacation time and three personal days.

Roadmaster Pay: Set the Roadmaster pay at \$14.00 per hour and to recommend that the Auditors set the Roadmaster pay at \$13.75 per hour for a Supervisor working as Roadmaster.

Township Tax Collector: Township Tax Collector is Dorothy Wallace and she is to be paid 8% of the collected taxes plus \$100 per book for 2010.

Auditors: Susan Donley is the elected four year auditor. Walter Bates and Nicole Syphrit were voted in to be auditors until the next municipal election. Their pay is set by the State.

External Audit: Passed Resolution 1-4-10-2 to appoint Ken Herrman of Charles Loll, Inc. to compete the 2009 financial audit for Perry Township at the rate of \$2,300.

Local Tax Collection: Central Tax Bureau is the local wage tax collection agency

CDL Drug Testing: Apple Medical for the CDL testing.

Perry Township Municipal Authority: Member and their terms are: Chairman Fred Schuster-12/31/2012; Monroe Osborne-12/31/14; Lynn LeViere-12/31/2011, Wallace Koch-12/31/2013; and Brian Bush-12/31/2010.