**PIATT TOWNSHIP**

**REORGANIZATIONAL AND GENERAL BUSINESS MEETING**

**January 3, 2023**

Supervisor Dean Edwards called to order the Reorganization and General Business Meeting of the Piatt Township Board of Supervisors on Tuesday, January 3, 2023, in the township municipal building, 9687 North Rt. 220 Highway, Jersey Shore, PA. He led those in attendance in the pledge of allegiance to the flag and a moment of silence.

**Present:** Dean Edwards, T. Scott Moore, Dennis Rager, Shelly Davis

**Visitors:** Sergeant Crawford

**REORGANIZATIONAL MEETING**

Dean moved to appoint Scott as temporary Chairman, seconded by Dennis, motion carried.

Scott moved to appoint Shelly as temporary Secretary/Treasurer, seconded by Dean, motion carried.

Scott moved to nominate Dean as 2023 Chairman, seconded by Dennis, motion carried.

Dean moved to nominate Scott as 2023 Vice-Chairman, seconded by Dennis, motion carried.

Dean moved to re-appoint Shelly as the Secretary/Treasurer, seconded by Scott, motion carried. Compensation rate will remain the same.

Dean moved to re-appoint Nathan Clinger as Foreman, Steve Riggle, Jessie Manotti, Ronald Marshall, Tyler Myers, Seth Showers as Laborers, seconded by Dennis, motion carried. All compensation rates will remain the same with the exception of Nathan Clinger. Nathan will receive a $1.00 per hour raise and will be paid $18.00 per hour when snow plowing with the Mack.

Scott moved to re-appoint Dean as Roadmaster, seconded by Dennis, motion carried. The Supervisors advised Shelly to inform the auditors, prior to their January 4th meeting, no increase in compensation is requested.

Dean moved to re-appoint Scott as Assistant Roadmaster, seconded by Dennis, motion carried.

Scott moved to establish the treasurer’s bond at $300,000 for Supervisors and Secretary/Treasurer, seconded by Dennis, motion carried.

Dean moved to appoint Scott T. Williams as legal counsel, seconded by Scott, motion carried.

Dean moved to retain Larson Design Group as township engineer, seconded by Scott, motion carried. Dean moved to retain ARO & Company as township auditor, seconded by Scott, motion carried.

Dean moved to appoint Michael Wiley as Zoning Hearing Board Solicitor, seconded by Scott, motion carried.

Dean moved to appoint Tom Young as Vacancy Hearing Board Chairman, seconded by Scott, motion carried.

Dean moved to reappoint William (Denny) Buttorff as EMA Coordinator and Dennis Rager & Rosalyn Price-English as Planning Commission Chairman & Member, seconded by Scott, motion carried.

Dean acknowledged the Zoning Hearing Board members; Dan Hunter, Jessie Manotti, Abigail Yoas and the alternate Zachary Mauke. All were appointed October 27, 2021.

The Supervisors acknowledged Kayla Bannon Gephart as the 2023 tax collection agent. Compensation will remain the same.

Dean moved to retain Muncy Bank & Trust Company & Jersey Shore State Bank as depositories of township funds, seconded by Scott, motion carried.

Dean moved to continue holding the monthly meetings on the first Tuesday of each month, with the exception of July and November. All meeting will begin at 7:30 pm, preceded by a work session at 7:00 pm, in the township municipal building. Motion seconded by Scott, motion carried.

Scott moved that Shelly Davis serve as the voting delegates to the PSATS Annual Convention at Hershey PA and that Piatt Township divide the conference expenses evenly between Anthony Township & Lycoming Township, seconded by Dennis, motion carried.

Dean moved to retain Jami Nolan as the Township’s primary Sewage Enforcement Officer & Robert Bertin and Craig June as the alternate Enforcement Officers, seconded by Scott, motion carried.

Dean moved to retain Code Inspections, Inc. as our Zoning Enforcement Agency and Pennsylvania Uniform Construction Code agent, seconded by Scott, motion carried.

Scott moved to retain Municipal Solutions as our Road Bonding Consultants, seconded by Dennis, motion carried.

Scott moved to acknowledge Pine Mountain Excavating and JF **Chenault** Construction as township local forces contractors, seconded by Dennis, motion carried. Dean abstained.

Scott moved to authorize all township employees to attend training classes and other convention/conferences at employee’s rate of pay plus expenses and meals (if not provided) plus furnish a receipt, seconded by Dennis, motion carried.

Dean moved to pay the following holidays, New Year’s Day, Primary Election Day, Memorial Day, Fourth of July, Labor Day, General Election Day, Thanksgiving, the day before Christmas and Christmas at eight hours (8) for the secretary/treasurer and foreman, seconded by Scott, motion carried.

Dean moved to set the mileage reimbursement rate for township business at the Internal Revenue Services’ current standard business rate of .655 cents per mile, seconded by Scott, motion carried.

Scott moved to appoint Shelly Davis as Open Records Officer for 2023 as required by law, seconded by Dean, motion carried.

Dean moved to adjourn the reorganizational meeting at 1:00, seconded by Scott, motion carried.

**GENERAL BUSINESS MEETING**

**Citizens Comments –** None.

**Minutes –** Dean moved to approve the December 6th General Business Meeting minutes, Dennis seconded, motion carried.

**Tiadaghton Valley Regional Police Department –** Sergeant Crawford presented the December 2022 Piatt Township Police Activity Report. There were 24 incidents, 0 speeding violations as well as 0 other citations and charges.

**Act 537** – Nothing new to report.

**Planning Commission** – Nothing new to report

**Roadmaster –**

* Seeley Run had four trees fall, Geiler Hollow had one tree fall across the road, two trees fell on Hesker Hill East and two on the upper end of Cement Hollow Road.
* Plowed and cindered all roads
* JD 5525 new fuel filers and a new line which has caused starting problems at times.
* Tree down on the upper end of Devil’s Elbow
* Received a load of cinders and two loads of salt

**Tax Collection –** Nothing new to report.

**Solicitor –** Nothing new to report.

**SEO & PUCC –** Nothing new to report

**Zoning & Building Permits –** Nothing new to report.

**EMC & Fire** – The Supervisors reviewed the Citizens Hose Company 2021 Audit.

**UNFINISHED BUSINESS**

**Stormwater Management Ordinance** – Nothing new to report, still working on it.

**Zoning Ordinance Schedule of Fees** – As stated at the December meeting, it has recently come to our attention that the assessment of various fees for zoning matters associated with the Township Zoning Ordinance were not addressed when the Zoning Ordinance was adopted, October 27, 2021. Additional information was obtained by Shelly and presented >>

* 53 Pennsylvania Statutes 10908 provides that the Township can prescribe reasonable fees for Zoning Hearing Board hearings.  These fees may include compensation for the secretary and Board members, notice and advertising costs, and necessary administrative overhead costs.  This statute provides that costs shall NOT include legal expenses of the Zoning Hearing Board, expenses for engineering or other technical consultants or expert witnesses.
* Since the statute does not say the fees have to be established by Ordinance, a Resolution is all that will be needed.
* The Zoning Hearing Board fees CANNOT generate a “profit.” The Township can only charge a fee up to the amount of the Township’s expenses. An applicant can take us to court if they feel we charged too much. The Township will then have to prove each and every penny of the fee. It is better to bear some of the cost (set a fee that is less than the expenses) then be found liable.

The Supervisors discussed the charges and expenses associated with the zoning matters.

After some discussion, the Supervisors decided to charge the applicant a fee of $250, 100% of the advertising cost as well as 100% of the stenographer. In addition, the cost of the original transcript will be paid by the person or party requesting the transcript and additional copies will be paid by the person requesting the copy. When submitting the application, the applicant must pay the $250 fee plus place a $250 deposit towards the cost of the advertising and the stenographer. Once the hearing is complete, a refund or invoice will be issued. Dean moved to approve the above mentioned, Scott seconded, motion carried. UNANIMOUS

The Supervisors requested Shelly to notify our Solicitor, Scott T. Williams, and have a Resolution prepared.

**NEW BUSINESS**

**Correspondence File** – Shelly presented two deed transfers.

Dean moved to donate $250 to the Jersey Shore Public Library, Scott seconded, motion carried.

Dean moved to approve the Treasurer’s Report, Dennis seconded, motion carried.

Dean moved to approve payment of all bills and any remaining accounts payable received for 2022, Scott seconded, motion carried.

Dean moved to adjourn, Scott seconded, motion carried.

Meeting adjourned at 2:00 p.m.

Submitted by:

Shelly S. Davis

Secretary/Treasurer