

January 2, 2024

## Organizational Meeting Minutes

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**Call to Order:** The 2024 Laporte Township Organizational Meeting was called to order at 9:00 a.m. by Chairman Jeff Hamilton, who also led the Pledge of Allegiance. Supervisor Richard Marks, and Secretary Kathy Klim were also in attendance.

**Visitors:** There were no visitors.

**Appointment of Temporary positions:** Richard Marks made a motion to appoint Jeff Hamilton as temporary Chairman and Kathy Klim as temporary secretary. Jeff Hamilton seconded the motion, and the motion passed.

**Appointment of Board positions:** Richard Marks made a motion to appoint the following for the year 2024:

Chairman: Jeff Hamilton

Vice Chairman: Leo Fiester

Secretary/ Treasurer: Kathy Klim

Jeff Hamilton seconded the motion. The motion passed.

**Appointment of Additional positions in the Township:** Richard Marks made a motion to appoint the following for the year 2024:

Caretaker of Equipment: Richard Marks

Roadmaster: Richard Marks

Vacancy Board: Kevin Botsford

Variance Board: Kevin Botsford, Randy Ruhl, Frank Miller

SEO: Paul Baran, Terri Baran, Charles Amer

Legal Counsel: J. David McCormick

PSATS Voting Delegate: Leo Fiester

Emergency Manager: Randy Ruhl

Transfer Station Manager: Richard Marks

The motion was seconded by Jeff Hamilton, and the motion passed.

**A motion was made by Richard Marks, and seconded by Jeff Hamilton, and was passed; to approve the following items:**

**Treasurer's Bond:** Keep the Treasurer's Bond at \$350,000.

**Depository:** Continue using C & N Bank as the Laporte Township Depository.

**Regular Monthly Meetings:** The regularly scheduled monthly meetings will be held at the Laporte Township Office on the first Tuesday of the month, except as noted differently, at 9:00 a.m. on the following dates: January 2, February 6; Thursday, March 7; April 2, May 7, June 4, July 2, August 6, September 3, October 1, November 5, and December 10 (Second Tuesday).

**Township Holidays:**

The Township will be closed on the following seven holidays:

New Year's Day 01/01/24, Easter 03/31/2024, Memorial Day 05/27/2024, Independence Day 07/04/2024, Labor Day 09/02/2024, Thanksgiving 11/24/2024, and Christmas 12/25/2024. Holiday pay will be given to those who would normally have been scheduled to work on those days.

**Convention:** The PSATS Convention will be held on April 14 – 17, 2024, at the Hershey Lodge in Hershey, PA. Registration will be January 9<sup>th</sup>. Jeff Hamilton, Leo Fiester, and Kathy Klim plan to attend this year.

**Auditor Vacancy:** Appoint Kelly Glinski to fill the vacant position as auditor for 2024.

**Fee Schedule:** Accept the following fee schedule for 2024. \$0.25/bag collected at Transfer Station will be allocated to the Laporte Volunteer Fire Company. The township will pay this allocation to the Fire Company quarterly.

**Laporte Township 2024 Fee Schedule**

**SEO Fee Schedule \*\*An additional 10% Township Fee will be charged on all SEO Fees Listed Below.**

**Residential On-Lot Septic System****Applications Per Site:**

Evaluation of two (2) test pits	\$150.00
Additional test pits	\$45.00 each
Percolation Test per 6 holes	\$200.00
Additional Perc holes	\$25.00 each

**Subdivisions****Applications Per Site:**

Evaluation of two (2) test pits	\$250.00
Additional test pits per site	\$55.00 each
Back up site per site	\$200.00
Percolation Test, six (6) holes	\$200.00
Additional Perc Holes	\$25.00 each
Evaluation of remaining acres	
With an existing on-lot septic	\$100.00
IRRIS per test pit	\$75.00

**Commercial Fee Schedule****Applications per site**

Evaluation of two (2) test pits	\$400.00
Additional test pits	\$75.00 each
Percolation Test per 6 Holes	\$300.00
Additional Holes	\$75.00 each
Reviewing design and issuing permit	
This fee includes final inspection.	
And all additional visits while septic	
System is being installed	\$300.00

**Alternate Systems Not mentioned above**

Evaluation of two test pits	\$250.00
Additional tests	\$55.00 each
Percolation test per 6 holes	\$200.00
Additional Perc per hole	\$25.00

**Permit Fees****Applications per site**

<b>Inground Gravity</b>	
Design Review	\$30.00
Permit	\$125.00
<b>Inground Pressurized</b>	
Design Review	\$75.00
Permit	\$200.00
<b>Above Ground Pressurized (conventional)</b>	
Design Review	\$100.00
Permit	\$350.00

<b>Sub-Surface Sand Filter</b>	
Design Review	\$150.00
Permit	\$250.00
<b>Tank Replacement</b>	\$150.00

This fee includes final  
Inspection

All additional visits  
while tank is being installed.

<b>Holding Tanks, Privies, Chemical and Composting toilets</b>	\$200.00
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This fee includes final inspection.

(\$1000 escrow may be required)

All additional visits while tank or tanks  
are being installed. Holding tank

Residential, last resort for malfunction. \$150.00

<b>Holding Tank, Drilling Pads (per 18 months)</b>	\$925.00
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**Alternate Systems Not Mentioned above**

Design Review	\$300.00
Permit	\$450.00
Lab test fee	\$200.00
6-month site inspection	\$120.00

**Rate for Other Work**

Malfunction Investigation per hour	\$50.00
Site Verification per lot:	\$95.00
Septic System Site Staked Out Verification	\$100.00
Planning or Site Inspections flat rate /hour	\$150.00
Re Connect to old system	\$150.00
Form B Non-Building Waiver	\$150.00
Review Component 1 Module	\$175.00
Review Component 2 Module	\$250.00

**Court Appearance**

\$100.00/hour

Any other services not listed

\$100.00/hour.

<b>Return Check Fee</b>	\$75.00
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Lycoming County McNett, Administration Fee

Total Cost \$35.00

**Township Permits:****Land Use Permit**

100 – 200 square foot	\$10.00
201 – 900 square foot	\$25.00
901 higher square foot	\$50.00

**Driveway Permit**

Single Home Driveway	\$25.00
Multi Home Driveway	\$50.00
Loop Driveway	\$50.00
Commercial Driveway	\$75.00
Temporary Driveway	\$50.00
Paving/tar- chip	
Existing Driveway	\$25.00

Fees are double if work is started before permit is obtained (paid and approved)

**Township Services****Dumpster**

15 yard (2 ton allowance)	\$335.00
30 yard (3 ton allowance)	\$375.00
	\$85.00 per ton over allowance

**Cinders**

Per Scoop	\$50.00
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**Transfer Station**

The following change to fees related to trash bags collected was decided by the Laporte Township Supervisors: Small bags (33 gallon maximum size and up to 20 pounds weight) will be charged \$2.50/bag. Large bags (Over 33/gallon size or over 20 pounds weight) will be charged \$4.50/bag. \$0.25/bag from any size bag will continue to be allocated to the Laporte Volunteer Fire Company.

Household Trash (33 gal. bag)	\$2.50/bag (\$0.25 allocated to Laporte Vol. Fire Co.)
Household Trash Large Bag/Can	\$4.50/bag (\$0.25 allocated to the Laporte Vol. Fire Co.)
Pick Up Load -Start at	\$40.00 and up
T-Tag and Trailer -Start at	\$100.00 and up
Burner Barrel	\$10.00
Appliances Start at	\$5.00 and up
Sofa	\$10.00
Chair	\$5.00
Mattress/Box Spring	\$5.00
Water Heaters	\$10.00
Push Mower	\$6.00
Riding Mower	\$20.00
Car Battery	\$3.00
Car Tires off rims	\$6.00

The Transfer Station attendant has the right to adjust fees depending on size and weight of items.

**Bid Thresholds for 2024:** the new bid threshold for 2024 is as listed:

\$0 to \$12,599.00 ok to purchase

\$12,600.00 up to \$23,199.00 need 3 written or telephone quotes

\$23,200 and up, requires public bid with advertising.

**Wage and Compensation for Township Employees**

Regular Meeting Pay for Supervisors:	\$75/meeting
Additional Meetings, COG, etc.:	\$25/meeting; if longer than 2 hours, paid at hourly rate.
Secretary/Treasurer:	\$900/month; over 60 hour per month, paid \$16/hour
Class A - Transfer Station Attendant	\$13.86/hour
Class B - General Labor	\$15.22/hour
Class C - Road Work/Labor	\$15.53/hour
Class D - Operator/CDL Truck Driver	\$22.05
Employed Supervisor	\$20.20/hour - Set by Township Auditors
Mileage	IRS rate (.67/mile at meeting date)

**After completing the Organizational meeting, the Board continued with the regularly scheduled monthly meeting.**