

January 6, 2020  
Clinton Township Board of Supervisors Reorganization Agenda  
1799 White Oak Drive  
Forest City, PA 18421  
E-Mail: clintontwp@yahoo.com  
Phone: 570-785-5937 Fax: 570-785-4774  
Supervisors: Ken Coles, Brian Non, and Russell Curtis

**Call to Order:**

**A. Pledge of Allegiance**

**B. Hearing Check / Audio and Video Recorded**

**C. Re-Organize:**

**a. Organize Temporary Chair**

**b. Temporary Secretary**

**D. Election of Officers**

**a. Nominate and Elect Chair**

**b. Nominate and Elect Vice Chair**

**c. Appoint Secretary /Treasurer**

**d. Establish compensation for Secretary /Treasurer (Currently \$18,500.00)**

**e. Set bond for Treasurer (Currently \$400,000.00)**

**f. Solicitor (Currently Jeffery Treat)**

**i. Solicitor can attend meetings**

**g. Alternate Solicitor (Currently Chris Farrell)**

**h. Consultant (Currently Tom Shepstone)**

**i. Engineer (Currently Jeff Weinberger)**

**j. Emergency Management Coordinator (Kerry Henderson / Josh Debevec)**

**i. Deputy Emergency Management Coordinator**

**k. Assistant Permit Officer (Currently Russell Curtis)**

**l. Vacancy Board Member (Currently John Lillie)**

**m. COG Representative (Currently Ron Poska, entitled to a \$30 stipend and mileage per attended meeting)**

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- n. **Road Master (Currently Brian Non – Salary set by Auditors if Road Master is a Supervisor)**
- o. **Supervisors can work as an employee of the township**
  - i. Russell Curtis
  - ii. Brian Non
  - iii. James Zefran

#### E. Policies

- a. **32 Hour Work Policy with flexibility**
  - i. **Vacation days for Road Workers (Currently road workers need to work a minimum of 500 hours to get three days of vacation)**
- b. **Purchase Policy (Currently set at \$4,000.00)**
- c. **Wages for Common Labor (Currently \$14.50 with time and a half for major holidays of New Year, Christmas, Thanksgiving, Easter, July 4<sup>th</sup>, Memorial Day, and Labor Day)**
- d. **Wages for CDL licensed employees (Currently new CDL hires will earn the wage of \$14.25 until his length of service hits the one year or 250-hour mark at which time compensation rises to \$15.75. CDL driver Ron Poska currently earns \$16.25) – address issue of holiday pay**
- e. **Janitors Wages (Currently \$14.50 – the common laborer's wage as currently janitor work is done "in-house")**
- f. **Lawn Mowing (Currently \$15.00 done by Fank Pauler, using his own mower and fuel)**
- g. **Salary of Tax Collector (Currently \$600.00 per quarter + 90% of tax verification fees. Legally this amount cannot be change for another three years, until the year before the tax collector is elected.) Consider Tax Collector's Ordinance 01-06-2020**
- h. **Meeting Dates, Times, and Meeting Places (Currently all meetings take place at the Clinton Township Municipal building on the second Wednesday of the month at 7:00 pm - *Specify the end of the year meeting date*)**
- i. **Banks (Currently Wayne Bank, with the active Liquid Fuels account in HNB along with a general account in HNB) *Please address opening FNB Vehicle Checking account.***

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- j. **Payment of Bills** (currently majority vote, with two supervisors' signatures and the treasurer's signature needed on checks, and the treasurer has the ability to prevent penalties and service charges as needed)
- k. **Mileage** (Set by the IRS currently at 58 cents per mile)
- l. **Sewage Enforcement Officer and Alternate** (Currently Chris Martin and L. Finlon)
  - i. **Salary for Sewage Enforcement Officer**
  - ii. **Sewage Permit Fees**
- m. **Building Permit Fees** (Currently: Building other than UCC=\$75.00, Agriculture \$20.00, Driveway \$35.00)
- n. **Code Enforcement Officer and fees** (Currently Bob Bates, Alternate L. F. Finlon / DCED rates are set by the state at \$4.50)
- o. **Township Permit Officer and Salary** (Currently Mike Dolph, Salary currently: township permits \$50.00, agriculture \$20.00, driveway \$20.00, UCC \$50.00)
- p. **Nuisance Ordinance Enforcer** (Currently Mike Dolph)
- q. **MS4 Stormwater Permit Compliance Professional / MS4 Stormwater Inspector** (Currently **none**) *Classes and training available*
- r. **Floodplain management Official** (Currently **none**) *Classes and training available*
- s. **Junkyard** (Currently \$200.00)
- t. **Variance Appeal Hearings** (Currently the complete cost involved, with \$700.00 deposit for the initial hearing and any continued hearing date)
- u. **Clinton Township Taxes** (Current)
  - i. **Real Estate – 0.7000 mills (Clinton I and Clinton II)**
  - ii. **Wage Tax – ½ of 1% (Clinton I)**
  - iii. **Wage Tax – 1% (Clinton II)**
  - iv. **Hydrant Tax – 0.2000 mills (Clinton II)**
  - v. **Sewer Tax – 0.4000 mills (Clinton II)**

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- vi. **Light Tax –0.4000 mills (Clinton II)**
- vii. **Storm Water Tax – 0.1062 mills (Clinton II) – This tax was suspended for 2019**

v. **State Convention**

w. **Seminars**

- x. **Documents Signed (Currently Treasurer and Two Supervisors)**
- y. **Copy Policy (Currently .25 per page plus actual cost of postage)**
- z. **Planning Commission – (In November 2019 Matt Tomazic and Brad Bates were added to the roster to make a full board of seven members)**
  - aa. **Additional SALDO fees (Currently: initial review of the documents, including deeds, is the township's responsibility and additional corrections are the responsibility of the applicant and the solicitor should bill the individuals involved.)**
  - bb. **Auditors Organizational Meeting: (Currently advertised as January 7, 2020 at 8:30 pm, at the township building)**
  - cc. **Planning Commission Meeting (Re-Organization meeting currently scheduled for January 3, 2019 at 7:00, with the regular meeting to follow.)**

**F. Adjournment**