

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**