

January 3, 2022  
Clinton Township Board of Supervisors Agenda  
1799 White Oak Drive  
Forest City, PA 18421  
E-Mail: clintontwp@yahoo.com  
Phone: 570-785-5937 Fax: 570-785-4774

**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 (Currently attends every meeting)**
  - g. Consultant (Currently Tom Shepstone)**
  - h. Engineer (Currently Jeff Weinberger)**
  - i. Emergency Management Coordinator (Currently Juliann Doyle)**
    - i. Deputy Emergency Management Coordinator (Currently Linda Zefran)**
  - j. Assistant Permit Officer (Currently unfilled, previously filled by Russ Curtis)**
  - k. Vacancy Board Member (Currently unfilled, John Lillie resigned on 10.19.22)**
  - l. COG Representative (Currently Ron Poska, entitled to a \$30 stipend and mileage per attended meeting)**
  - m. Road Master (Currently Brian Non – Salary set by Auditors if Road Master is a supervisor)**
  - n. Supervisors can work as an employee of the township**

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- o. Auditor Vacancy (Currently John Doyle and Jennifer Weist, and Mark Lapatosky, Jennifer Weist filled the vacant position in 2021 – The person that is appointed to the vacant Auditor position would have a term expiring 2023, then that position will be on the ballot again for a four year term. Then back to the normal 6-year term after that. Mark Lapatosky was appointed on Oct. 19, 2022 to fill the position vacated by Don Salak.)**

#### **E. Policies**

- a. 32 Hour Work Policy**
- b. Vacation Days for Road Workers (Currently Road workers need to work a minimum of 500 hours to get three days of vacation)**
- c. Purchase Policy (Currently set at \$4,000.00)**
- d. Wages for Common Labor (Currently \$15.50 – with time and a half for federal holidays of New Year's Day, Martin Luther King Jr. Day, Washington's Birthday (Presidents Day), Memorial Day, Independence Day, Labor Day, Columbus Day (Indigenous Peoples Day), Veterans' Day, Thanksgiving, and Christmas)**
- e. Wages for CDL licensed employees (Currently new CDL hires will remain at 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 – address issue of time and a half for holiday pay / Currently Ron Poska and Ryan Wilmarth have a pay rate of \$16.75 per hour. In May of 2022 Ron Poska got a raise making his salary \$18.50 retroactive to the beginning of the year.)**
- f. Lawn Mowing (Currently \$15.00 done by Frank Pauker, using his own mower and fuel)**
- g. Salary of Tax Collector (Currently 5.5% of all taxes collected. Clarify tax verification fees. In 2021 the salary included 90% of tax verification fees)**
- 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 all accounts are with FNB)**
- j. Payment of Bills (Currently majority vote, minimum of two supervisors' signatures as well as that of the treasurer, ability of pay bills as needed to prevent penalties and service charges)**
- k. Mileage – Set by the IRS for 2022 at .585 cents per mile. (Raised to 62.5 July 2022)**
- l. Sewage Enforcement Officer and Alternate (Currently Chris Martin and L. Finlon)**

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- i. Salary for Sewage Enforcement Officer
- ii. Sewage Permit Fees
- m. Building Permit Fees (Currently: Building other than UCC=\$75.00, Agriculture \$30.00, 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, township permits \$50.00, agriculture \$20.00, driveway \$20.00, UCC \$50.00)
- p. Nuisance Ordinance Officer (Currently Mike Dolph, Salary currently \$14.00 per hour and mileage allowance)
- q. MS4 Stormwater Permit Compliance Professional / MS4 Stormwater Inspector (Currently Jeff Weinberger)
- r. Floodplain management Official (Currently Jeff Weinberger)
- 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)
- q. Clinton Township Taxes (Current)
  - iii. Real Estate – 0.7000 mills (Clinton I and Clinton II)
  - iv. Wage Tax – ½ of 1% (Clinton I)
  - v. Wage Tax – 1% (Clinton II)
  - vi. Hydrant Tax – 0.2000 mills (Clinton II) – This tax is suspended for 2021
  - vii. Sewer Tax – 0.4000 mills (Clinton II)
  - viii. Light Tax – 0.4000 mills (Clinton II) – This tax is suspended for 2021
- ix. Storm Water Tax – 0.1062 mills (Clinton II) – This tax was suspended in 2019, 2020, and 2021

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- r. Conventions (Currently Supervisors, Treasurers, Auditors, and Tax Collector can attend)
- s. State Convention (Currently Supervisors, Treasurers, Auditors, and Tax Collector can attend)
- t. Seminars (Currently Supervisors, Treasurers, Auditors, and Tax Collector can attend)
- u. Documents Signed (Currently Treasurer and Two Supervisors)
- v. Copy Policy (Currently .25 per page)
- w. Planning Commission
- x. 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.)
- y. Auditors Organizational Meeting: (Currently advertised as January 4, 2022 at 8:30 pm, at the township building)
- z. Planning Commission Meeting (Re-Organization meeting currently scheduled for Thursday, January 6, 2022, at 7:00 pm, at the township building.)

**F. Adjournment**