

**CLINTON TOWNSHIP
WAYNE COUNTY, PENNSYLVANIA**

ORDINANCE NO. 01-06-2020

WHEREAS, the purpose of this ordinance is to provide authorization for the Tax Collector of Clinton Township to charge standard fees for certain services; and

WHEREAS, these fees and services may change over time; and

WHEREAS, the Clinton Township Supervisors seeks to establish a procedure for approving future changes to these fees and services.

NOW, THEREFORE, be it ENACTED and ORDAINED by Clinton Township, Wayne County, Pennsylvania, and it is hereby ENACTED and ORDAINED by the authority of the same as follows:

Section 1. Fee-based services. The tax collector may change a fee for certain services. The tax collector may only charge a fee for those services with an explicitly approved fee. This includes those services listed in Section 5 of this ordinance and any services which may be included in future resolutions, as set forth in Section 6.

Section 2. Original receipts. The Pennsylvania Local Tax Collection Law requires the tax collector to furnish a receipt for all payments. If paid by mail, the tax collector must provide a receipt only if the taxpayer encloses a self-addressed, stamped envelope. The tax collector MAY NOT charge a fee for providing this legally required service.

Section 3. Mailing surcharge. The tax collector may apply a reasonable surcharge to cover postage, printing costs and additional handling required to provide documents by mail.

Section 4. Electronic versus hard copy. The tax Collector may charge separate fees for providing a given service electronically versus in hard copy.

Section 5. Initial rates. The following rates shall take effect upon approval of this ordinance:

- a. Tax Certifications: \$ 15.00 per Parcel
- b. Duplicate Bill Fee: \$ 15.00 per Parcel
- c. Look-Up Fee: \$ 10.00 per

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- d. Returned checks: \$25.00 per check
\$10.00 fee from bank
- e. Mailing surcharge: \$1.00 per copy
- f. Receipt copies: \$1.00 per receipt (no charge of receipt provided at time of payment)
- g. Bill copies: \$1.00 per bill

Section 6. Fee rate and service changes. The list of services and their associated fee rates may be changed as follows:

- a. The tax collector may petition Clinton Township Supervisors to approve new rates. Such rates would become effective immediately upon adoption by a Resolution for the Clinton Township Supervisors.

The Clinton Township may adopt new rates via Resolution without the tax collector's input. Adoption of these rates will be subject to the same restrictions as described in Section 36.1 ("Changing Compensation of Tax Collector") of the Local Tax Collection Law, namely that "such action shall be ordinance or resolution, finally passed or adopted prior to the fifteenth day of February of the year of the municipal election." These new rates would not become effective until the start of the next Tax Collector term.

Section 7. Severability. If any clause, sentence or other provisions of this Ordinance should be declared unconstitutional, illegal, or invalid, such unconstitutionality, illegality, or invalidity shall not affect the remaining provisions of this Ordinance, and the Clinton Township Supervisors declares that it would have adopted this Ordinance had such unconstitutional, illegal, or invalid provisions not been contained herein.

Section 8. Prior Inconsistencies Repealed. All other Ordinances and parts of other Ordinances inconsistent or conflicting with any part of this Ordinance are hereby repealed to the extent of such inconsistency or conflict.

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Section 9. Effective date. This Ordinance shall be effective as of January 06, 2020, to coincide with the start of the current tax collector's term.

DULY ENACTED AND ORDAINED this sixth day of January 2020, by the Clinton Township Supervisors in public session duly assembled.

Clinton Township Supervisors By:

A handwritten signature in black ink, appearing to read "Clinton Township Supervisor", is placed over a horizontal line.

ATTEST:



Jill Drossman
Clinton Township Secretary