

Codification Proposal

Code of Ordinances Antis, Pennsylvania



American Legal Publishing Corporation
One West Fourth St., 3rd Floor, Cincinnati, Ohio 45202

**Richard C. Frommeyer
Codification Consultant
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**AMERICAN LEGAL PUBLISHING CORPORATION
PROPOSAL FOR ANTIS, PENNSYLVANIA**

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April 26, 2016

Ms. Lori Del Biondo
Secretary-Treasurer
Township of Antis
909 North Second Street
Bellwood, PA 16617

Dear Ms. Lori:

Thank you for considering American Legal Publishing for your codification project. Enclosed is our proposal to recodify Antis's code of ordinances.

A recodification includes incorporating new ordinances, updating the index and tables as needed, reformatting the pages into a new typestyle, including single or dual column print, and printing complete copies of the entire code book. It also includes a legal review and written report by one of our staff attorneys. **We have a full time Pennsylvania licensed attorney on staff who lives in the Pittsburgh area. She will be assigned your legal review. She has over 22 years of experience in municipal law.**

The review will uncover inconsistencies between sections in the code and inconsistencies with the code and state statutes. Additionally, there might be some reorganization and renumbering of the code if necessary. New binders and divider tabs are included in the price. There is also the option to receive the new code on CD in Folio and have it on the internet.

In future years, new ordinances can be easily added to your code with American Legal's supplement services. And, when you need a model ordinance, simply call us; we don't charge for providing model ordinances. You can also search all codes on our internet site free of charge when you feel like looking for models yourself.

We welcome the opportunity to help manage Antis's municipal documents. Should you have any questions about the proposal, please do not hesitate to call me.

Best regards,

Richard C. Frommeyer,
Codification Consultant
rfrommeyer@amlegal.com

AMERICAN LEGAL PUBLISHING CORPORATION

ADVANTAGES AND BENEFITS

QUALIFICATIONS

- American Legal Publishing Corporation began as the codification division of the Anderson Publishing Company of Cincinnati in **1934**. We became a separate corporation in 1979.
- American Legal currently serves more than 2,100 local government clients across the country. Our clients range in size from New York, Los Angeles, Chicago, Fort Worth, Dallas, Philadelphia and Boston, to villages with populations under 500.
- We are the codification consultants to the International Municipal Lawyers Association and numerous state municipal leagues.

LEGAL ANALYSIS

- Our legal staff's **Exclusive Editorial and Legal Report** details internal code inconsistencies as well as inconsistencies between your ordinances and state statutes and federal law. Our legal team consists of sixteen members with law degrees, including the president of the company.
- We provide the **most comprehensive analysis** in the codification industry: outlining problems, providing you with alternatives, and allowing you to implement desired improvements.
- You receive the Editorial and Legal Report with the **draft** of your code, allowing you to review your code with the assistance of our detailed, written editorial analysis which will ultimately be reviewed with you at a conference in Antis.

SUBJECT MATTER FORMAT

- We will arrange your ordinances according to logical subject matter. We group all of your land use ordinances together in one section, your business regulations together in one section, your administrative ordinances in another section, etc.
- We can offer you free **Model Ordinances** covering nearly any municipal topic to replace an outdated ordinance or to cover an area where you may not have an ordinance.

TABLE OF SPECIAL ORDINANCES, PARALLEL REFERENCES AND INDEXING

- As part of your new code, we will create Tables of Special Ordinances covering such topics as annexations, zoning map changes, franchises, easements, etc. These ordinances will be listed in table form by ordinance number, date of passage, and will include a brief description of each ordinance.
- Your code will include Parallel Reference Tables that indicate which code sections are based on state statutes, where prior code sections appear in your new code, and a cross-reference of ordinance numbers to code section numbers.
- Our comprehensive index includes no dead ends when you search for a topic.

STYLE OPTIONS

- We offer different tpestyles for your code, single or dual column printing and various types of binders.

TIMELY DELIVERY AND FLEXIBLE BILLING

- We will complete your code within 9 months (excluding your review time).
- We can work with you to schedule the project so that it meets your budgetary needs.
- We complete supplements within 45 days.

RE-ORDERS AND PAMPHLETS

- We have **no minimum** or maximum orders of extra copies of your code. You can call us at any time and order 1 or 1,000 additional copies of your code.
- You can order only as many codes as you need without having to worry about buying, storing and updating copies that you don't need.
- You can receive specific pamphlets for your police department, zoning department, etc.

COMPUTERIZATION OF CODE

- You can receive your code on CD-ROM in WordPerfect or Microsoft Word compatible at no additional charge.
- Access every word in your code in just seconds with Folio VIEWS. Your code can be linked to your meeting minutes and other municipal documents. We use the newest version of Folio and NXT4 for the internet, and do all the conversion work ourselves; we have produced hundreds of Folio codes and infobases.
- Folio users can customize their version by creating color highlights, bookmarks, notes, and pop-up links without affecting the original text.

SUBSCRIBERS SERVICE

- American Legal can sell current copies of Antis's code (printed and computer versions) via our "800" number directly to Law Firms, Developers and other outside parties.
- Our service relieves Antis of the burden of maintaining and updating inventory of codes and processing individual payments.

SUPPLEMENT SERVICE

- Our fast and efficient supplement service will keep your code current in future years. Delivery is within 45 days or less. You can supplement as often as necessary - even after every council meeting.

SUBCONTRACTING

- We do all editing, legal review, printing and computer/internet work inhouse and at one location.

AMERICAN LEGAL PUBLISHING STAFF ATTORNEYS

Our editorial support staff consists of more than 25 experienced editors skilled in the multiple disciplines required in providing codification services: editing, computer operation, proofreading and indexing. Our typical editor is a college graduate with a degree in English, Journalism, or Law. Our editors work directly on personal computers using the most advanced software programs for editing, proofreading and indexing. Therefore, we can return your completed Code of Ordinances in an electronic format and online if desired. American Legal has a higher percentage of editors with Masters or Doctorate Degrees than any other national codification firm. We have more attorneys on staff than any other codification firm.

ATTORNEYS ON STAFF:

STEPHEN G. WOLF - PRESIDENT

- J.D., University of Cincinnati College of Law
- B.B.A., Management, University of Cincinnati
- Current City Attorney of an Ohio city, and former Mayor
- Over 35 years with American Legal Publishing

CYNTHIA A. POWELEIT - VICE PRESIDENT AND EDITOR-IN-CHIEF

- J.D., Salmon P. Chase College of Law, Northern Kentucky University
- B.A., English, Denison University
- Over 25 years with American Legal Publishing

RAY G. BOLLHAUER - VICE PRESIDENT AND CLIENT RELATIONS DIRECTOR

- J.D., University of Cincinnati College of Law (Moot Court)
- B.A., Economics, University of Cincinnati
- Past President of local community Council
- Over 21 years with American Legal Publishing

TODD MYERS - SUPPLEMENT DIRECTOR

- J.D., University of Cincinnati College of Law (Law Review)
- B.S., Criminal Justice, University of Cincinnati
- Over 20 years with American Legal Publishing

CHRISTI G. BAUNACH - LEGAL REVIEW STAFF

- J.D., University of Louisville, Cum Laude
- B.A., Political Science, University of Louisville, Cum Laude
- Judicial Internship, Supreme Court of Kentucky
- Over 21 years with American Legal Publishing

RUTH MORTON-FAZIO - STAFF ATTORNEY

- J.D., University of Akron
- Phd., English, Case Western Reserve University
- M.A., English, University of Michigan
- B.A., George Washington University
- Former owner of Justinian Publishing, Cleveland, Ohio
- Over 11 years with American Legal Publishing

deRICCI HORWATT - LEGAL REVIEW STAFF

- J.D., University of Akron
- B.B.A. Marketing, Ohio University
- Licensed in both Ohio and Pennsylvania
- Owned law firm for nine years practicing municipal law in Pennsylvania
- Over 12 years with American Legal Publishing

RENELL HAMILTON - LEGAL REVIEW STAFF AND EDITOR

- J.D., University of Cincinnati
- B.S., Education, University of Wisconsin
- Former Law Firm Administrator
- Over 22 years with American Legal Publishing

LISA BRICKNER - LEGAL REVIEW STAFF AND EDITOR

- J.D., University of Cincinnati
- University of San Diego School of Law, Magdalen College
- B. A. Police Administration, Eastern Kentucky University
- University of Oxford, Oxford, England
- Over 13 years with American Legal Publishing

DEVON MOSER - LEGAL REVIEW STAFF AND EDITOR

- J.D., University of Cincinnati
- B.A. International Studies, Wright State University
- Army Cadet
- Over 10 years with American Legal Publishing

DARLENE FOLEY - LEGAL EDITOR

- J.D., University of Cincinnati
- B.A., University of Cincinnati
- Federal Bar Member
- Over 10 years with American Legal Publishing

MICHAEL FIELMAN - LEGAL EDITOR

- J.D., Salmon P. Chase College of Law, Northern Kentucky University
- B.S. Finance, Miami University (Oxford, OH)
- Over eight years with American Legal Publishing

JACK DEFEVERS - LEGAL EDITOR

- J.D., University of Virginia (Law Review)
- B.S. English and Biochemistry, Centre College
- Former Naval Officer
- Over eight years with American Legal Publishing

LAURA MOSER- LEGAL EDITOR

- J.D., Salmon P. Chase, College of Law
- B.S. Political Science, University of Kentucky
- Kentucky Citizen Foster Care Review Board
- Over three years with American Legal Publishing

LAUREN MATTSON- LEGAL EDITOR

- J.D., University of Dayton, College of Law
- B.A. Political Science, University of Indiana
- Former Senior Legal Research Associate at Lexis-Nexis
- Over two year with American Legal Publishing

OWEN PARSONS - LEGAL EDITOR

- J.D., Salmon P. Chase School of Law
- B.A. Government Studies, Centre College
- Over one year with American Legal Publishing

AMERICAN LEGAL PUBLISHING CORPORATION

LEAGUE AFFILIATIONS

American Legal Publishing is proud of its relationship as consultants to the following organizations:

INTERNATIONAL MUNICIPAL LAWYERS ASSOCIATION (IMLA)

1110 Vermont Avenue, NW, Suite 200
Washington, DC 20005

Contact: Chuck Thompson
Executive Director and General Counsel
(202) 466-5424

INTERNATIONAL INSTITUTE OF MUNICIPAL CLERKS (IIMC)

8331 Utica Avenue
Rancho Cucamonga, CA 91730

Contact: Executive Director
(909) 592-4462

LEAGUE OF ARIZONA CITIES AND TOWNS

1820 West Washington Street
Phoenix, AZ 85007

Contact: Ken Strobeck,
Executive Director
(602) 258-5786

LEAGUE OF MINNESOTA CITIES

145 University Avenue West
St. Paul, MN 55103-2044

Contact: Duke Addicks
Special Counsel
(651) 281-1200

ARIZONA ASSOCIATION OF COUNTIES

1910 West Jefferson Street
Phoenix, AZ 85007

Contact: Nicole Stickler
Executive Director
(602) 252-6563

LEAGUE OF NEBRASKA MUNICIPALITIES

1335 L Street
Lincoln, NE 68508

Contact: Clint Schukei
Assistant Legal Counsel
(402) 476-2829

OHIO MUNICIPAL LEAGUE

175 South Third Street, Suite 510
Columbus, OH 43215

Contact: Susan J. Cave
Executive Director
(614) 221-4349

LEAGUE OF WISCONSIN MUNICIPALITIES

202 State Street, Suite 300
Madison, WI 53703-2215

Contact: Curt Witynski
Ass't Executive Director
(608) 267-2380

NORTH CAROLINA LEAGUE OF MUNICIPALITIES

P.O. Box 3069
Raleigh, NC 27602

Contact: Kimberly Hibbard
General Counsel
(919) 834-1311

VIRGINIA MUNICIPAL LEAGUE

13 E. Franklin Street
Richmond, VA 23241

Contact: Mark Flynn
Director of Legal Services
(804) 649-8471

LEAGUE OF OREGON CITIES

1201 Court Street NE, Suite 302
Salem, OR 97301

Contact: Codification Coordinator
(503) 588-6550

SOUTH DAKOTA MUNICIPAL LEAGUE

214 E. Capitol Avenue
Pierre, SD 57501

Contact: Yvonne Taylor
Executive Director
(605) 224-8654

INDIANA ASSOCIATION OF CITIES & TOWNS

150 West Market Street

Indianapolis, IN 46204

Contact: Jodie Woods
General Counsel
(317) 237-6200

CLIENT LIST

Listed below are a few of the nearly 2,100 ordinance codification clients of American Legal Publishing.

Pennsylvania Clients:

Philadelphia
Brookhaven Borough
Cambridge Springs
Clifton Township
Conemaugh Township
Coplay Borough
Dover Township
Ellwood City Borough
Ford City Borough
Hanover Township
Johnstown
Lamar Township
Lawrence Park Township
Lower Chichester
Luzerne County
Macungie Borough
New Alexandria
Penn Township
Penn Hills Township
Plum
Rural Valley
Sharon
Springfield Township
Swarthmore
Telford Borough
City of Williamsport

National clients include:

Albuquerque
Boston
Chicago
Cleveland
Dallas
Fort Worth
Honolulu
Los Angeles
Louisville
Montgomery County, MD
New York City
San Diego County
San Francisco
Sioux Falls, SD
Toledo
Tucson
Waterbury, CT
Weirton, WV

We work with clients of all sizes. Our clients range in size of population from 50 people in Mays, OK to cities well over a million.

Please let us know if you would like contact information on any of our references. We would be pleased to provide this information. We are the only employee owned company in the codification industry. We feel our ownership makes us work harder and we will do what it takes to make sure you are a satisfied client. The President of American Legal is a former Mayor, council member, and currently a city attorney. The Vice President who is the head of our Customer Service Department is a former council member, and yet another one of our customer service staff members is a former council member. We can provide our clients with a cell phone number of one of our employees so they can contact our staff at any time if they need attention in addition to our 800 number during business hours.

CODIFICATION COST AND SERVICE SUMMARY

American Legal Publishing proposes to recodify the ordinances for Antis, Pennsylvania, at the following price:

I. Base Cost \$7,000.00

**The actual page count may vary from the estimate or you might add new ordinances during the codification process. If the page estimate is high, the cost will be lower than the initial base cost, and vice-versa.*

Includes

- a. Number of Copies of Antis's Code (includes binders and divider tabs) 10
- b. Legal Analysis
 - i. Research Internal Consistency
 - ii. Research State Law Consistency
 - iii. Legal and Editorial Research and Report
- c. Special Features
 - i. Tables of Special Ordinances
 - ii. Parallel References
 - iii. Comprehensive Index
 - iv. Tabular Matter (Tables, Charts, Graphs)
 - v. Code on CD-ROM (WordPerfect, MS Word compatible)
- d. Estimated Number Of Pages
 - 8½" x 11" Format
 - i. Single column (12 point type) 400 pages
 - ii. Dual column (11 point type) 310 pages

II. Variable Cost

- a. Per Page Increase/Decrease Rate
 - 8½" x 11" Format
 - i. Single Column \$17.00
 - ii. Dual Column \$20.00
- b. Shipping & Handling T.B.D.

III. Time to Completion

Number of Months Until Manuscript	1- 2 months
Number of Months Until Completed Code (after return of manuscript)	1-3 months
Number of Days for Updated Supplements	45 days or less

IV. Optional Services that may be ordered:

- a. Additional Copies of Code
 - i. Cost per Extra Code with Binder \$85.00
 - ii. Cost per Extra Code without Binder \$65.00

- b. Supplement Service
 - 8½" x 11" Format
 - i. Single-column \$17.00/per reprinted page
 - ii. Dual-column \$20.00/per reprinted page
 - iii. Tables, charts, graphs, etc. \$10.00 per page

- c. Subscription Service YES

- d. Pamphlets (With cardstock cover)
 - Per Impression (Printed Page)
 - i. 1-50 copies 7.5 ¢
 - ii. 51-99 copies 7.0 ¢
 - iii. 100 copies or greater 6.5 ¢
 - iv. Pamphlet Binders \$11.50 each

- e. Folio VIEWS Search and Retrieval Software

- Documents in Folio:
- i. Code of Ordinances (includes one license) \$500.00
- ii. Future Supplements of Folio Code (cost is included in editing charge for printed pages):
 - Annual update: • Six month updates • Quarterly updates • Monthly updates
 - (assumes Folio update is in conjunction with update to printed supplement)
- iii. Phone Support No Extra Charge

- Optional Services:
- i. On-Site Installation & Training (not necessary) \$695.00/day + travel
- ii. Additional read-only licenses (one time fee) \$50 each
- iii. Additional CD's \$60 each

- f. Code on the Internet (after conversion into Folio) \$250.00 per year

- g. Access and Search other codes on American Legal Publishing's Website No charge

- h. Advance Legislative Service (PDF): \$10.00 per ordinance or \$300.00 a year
- i. New Ordinance Notification Service: \$10.00 per notice (three links included)
- j. Ordinance History Link \$8.00 an ordinance
- k. Comprehensive Ordinance List (Folio Link): \$10.00 an ordinance

- l. Definition Links Service: \$95.00 an hour
- m. Archived Codes Online Service: three codes hosted for \$45 then \$45 a year for each code
- n. Translation Software Services: \$95.00 per year
- o. Custom Banner Services: T.B. D.
- p. Online Meeting Minutes Service: 75¢ per page

V. Terms (**can be budgeted over two fiscal years**)

- i. Forty Percent (40%) due upon acceptance of this agreement.
- ii. Forty Percent (40%) within 30 days of receiving the manuscript.
- iii. Balance 30 days after receiving and reviewing legal report and delivery of the completed code.

CODIFICATION AGREEMENT

April 26, 2016

The Township of Antis, a Township in the State of Pennsylvania (“Township”) and American Legal Publishing Corporation, (“Publisher”), an Ohio corporation, agree as follows:

I. THE PUBLISHER SHALL:

- (1) Examine the Township's Charter (if any), and prior code of ordinances (if any), and all ordinances or resolutions provided by the Township and determine which materials are to be codified.
- (2) Utilize its staff of attorneys to review all materials to be codified and prepare a written report for the Township attorney.
 - (a) The report may include notice of and suggestions for resolving the following:
 - Apparent conflicts with referenced state and federal statutes and administrative regulations;
 - Repealed, renumbered, or obsolete state and federal statutes and administrative regulations;
 - Apparent conflicts with prominent federal case law; and Internal discrepancies such as duplications, ambiguities, and obsolete terminology.
 - (b) Suggest new provisions which the Township should consider including in the new code, and delete old provisions which are no longer necessary or which might be improper or unlawful.
 - (c) The review will not involve re-drafting of entire chapters by the Publisher. However, the Publisher will provide model ordinances to the Township upon request if available.
 - (d) At the option of the Township, hold a manuscript conference with Township representatives to review the report. The Township will not be billed for time of the American Legal staff attorney if it chooses this option, but will be billed for travel expenses.

Note: The review performed by the Publisher should not be considered as a substitute for the competent advice of your Township Attorney, especially based on his/her in-depth knowledge of the Township practices and procedures, and American Legal Publishing is in no way assuming the role of attorney for the Township. Land Use sections of the code are especially specific to the locality and are thus only subject to cursory review and comparison with the rest of the code. (A sample Report is attached to indicate the type of comments that are likely to be contained in the report for Antis.)

- (3) Classify all ordinances and resolutions which are of a general and permanent nature into titles, chapters, and sections, according to subject matter.
- (4) Make changes to effect uniformity of style and to correct typographical and spelling errors, grammar, and usage. Substantive changes shall not be made in the wording of the ordinances. Suggestions for additions or changes in the ordinances will be submitted to the Township Attorney.

- (5) Prepare:
 - (a) Title, chapter, and section headings.
 - (b) A table of contents and sectional analysis for each chapter.
 - (c) A legislative history for each section, citing the ordinance number and date of passage, as indicated on copies of ordinances supplied to the Publisher.
 - (d) Statutory cross-references to sections of the state statutes and to other pertinent parts of the Code where applicable. These references shall appear at the end of the section to which they apply.
 - (e) Tables of Special Ordinances listing chronologically those ordinances in certain subject areas that the Township finds to be pertinent.
 - (f) Parallel Reference Tables showing:
 1. The disposition of ordinances (in numeric sequence) included in the codification (Ordinance to Code).
 2. A listing of code sections based on state statutes (Statute to Code).
 3. A listing of prior code sections incorporated into the new code if applicable (Old Code to New Code).
 - (g) An index (which will be created after the first draft of the Code is submitted).
- (6) Provide the Township with model or sample ordinances when available and upon request, at no additional charge.
- (7) Deliver to the Township, within three months from receipt of the materials deemed necessary by the Publisher to begin the codification (prior code, ordinances and new code questionnaire), one copy of a draft of the Code for the Township's examination. The Legal Review can take up to an additional three months.
- (8) If necessary, hold a conference to make final corrections, additions, and deletions to the Code. The Township will be billed for the travel expenses of the American Legal staff attorney. The Township may present changes to pages of the draft at the conference. After the final conference, no additional changes are to be made. Any further changes, additions, or deletions shall be made in the future supplements to the Code in accordance with III(3) of this Agreement. When the draft, and any changes thereto made by the Township, is returned to the Publisher, such return of the draft shall be deemed final authorization by the Township to publish the Code as returned. If additional conferences are requested by the Township which require the travel of a member of the staff of the Publisher, then the Township shall be advised what the additional cost, if any, for such conference will be.
- (9) Deliver to the Township, within 3 months of receipt of the corrected draft, 10 printed copies of the Code meeting the following specifications:
 - (a) Type to be single or dual column, at the option of the Township
 - (b) Page size to be 8½" x 11"
 - (c) Printed on high quality paper

- (d) All copies to be in hard-covered, 3-ring, loose leaf binders. All binders shall have the Township's name stamped in gold and shall contain divider tabs.

(10) Provide a sample adopting ordinance to the Township.

II. THE TOWNSHIP SHALL:

- (1) The Township will provide clear copies of all materials necessary to perform the codification, including an up to date copy of any previously published code of ordinances, copies of ordinances and pertinent resolutions not previously codified, and a completed New Code Questionnaire (provided by the Publisher). (If the Township provides meeting minutes to the Publisher to review for legislation contained therein rather than actual ordinances or resolutions, there will be an additional charge of \$45.00 an hour to extract ordinances or resolutions from the minutes for use in the new code.)
- (2) After receipt of the draft of the code and legal report described in paragraph I (2), the Township shall have 60 days to review the draft and report and to return to the Publisher its comments about the draft and its answers to the legal report. In the alternative, if the Township opts for the legal conference described in paragraph I (9), it must contact the Publisher within 60 days to set up a meeting date. The meeting, itself, need not occur within the same 60 day period. If the Township fails to either return its comments and answers to the legal report within 60 days or, if applicable, to set up a meeting date, the Township may request that the Publisher extend the deadline in writing. The Publisher may adjust the contract price to cover any increased costs due to the Township's delay.
- (3) The Publisher agrees to include in the final version of the Code all ordinances adopted by the Township up to the time the manuscript is originally due back to the Publisher under the provisions of (2) above. The Township agrees that any ordinances adopted after this date shall be included at the Publishers' supplement rates (as set out in paragraph III(3)(b)) at the time of the inclusion of these ordinances into the code.
- (4) (a) Pay to the Publisher for shipping of the final code order as a base price, the sum of \$7,000.00 (plus shipping/handling) for its services set out in Section I, payable as follows:

Forty percent (40%) due upon acceptance of this agreement;

Forty percent (40%) within 30 days after submission of the manuscript and invoice;

The balance 30 days after receiving and reviewing the legal report and final delivery of the printed Code books plus invoice.

If the code page contains an image (diagram, photograph, chart, graph, etc.) or table, there is an additional \$10.00 per page rate.

- (b) The price above is based upon a code of the following number of pages according to the format option chosen by the Township. Should the final page count of the code be fewer or more pages than this estimate, the base price will decrease or increase accordingly at the time of the final invoice.

FORMAT	NUMBER OF PAGES	DECREASE OR INCREASE
8½" x 11" Single-column page	400	\$17.00 per page
8½" x 11" Dual-column page	310	\$20.00 per page

- (5) Pay any invoices within 30 days of the invoice date. Invoices outstanding beyond the 30 day period shall be subject to a late payment equal to 1.5% of the unpaid balance per month, or part thereof.

III. OPTIONAL SERVICES.

The Township, by the initials of the person executing the agreement on its behalf, exercises the following options: INITIAL

(1) Code Format: (Initial one only)

(a) Single-column format _____

(b) Dual-column format _____

(2) Additional Copies of Code: number of copies _____ (with binders: Yes or No) _____

The Township may purchase additional codes at (*circle one*):\$85 per copy or \$65 without a binder.

(3) Five year supplemental service plan: _____

For a period of five years after delivery of the code:

(a) The Publisher shall:

1. Incorporate into the code new pertinent ordinances submitted by the Township.
2. Revise or make additional entries to the table of contents, parallel reference tables, and index as necessary to reflect the incorporation of additional, changed or deleted material.
3. Within 45 days, deliver to the Township 10 printed copies of supplemental pages with an instruction sheet for directing the placement of the new pages in the code.

(b) The Township shall:

1. Provide a copy of ordinances or resolutions passed subsequent to publication of the previous code supplement;
2. Pay to the Publisher the sum of \$17.00 per reprinted single column page or \$20.00 per reprinted dual column page, plus shipping and handling.

The prices above are for a five-year period and cannot be changed except for adjustments in the second, third, fourth, and fifth years of this agreement to reflect any decrease or increase in the United States Consumer Price Index calculable from the month of delivery of the Code.

If the code page contains an image (diagram, photograph, graph, etc.) or table, there is an additional \$10.00 per page charge.

(c) Upon completion of the five-year period, this agreement shall automatically renew itself from year to year except that either party may alter or cancel the terms of this agreement at any time upon ninety days written notice.

(4) Code on CD-ROM (word processing program): _____

At no additional charge, the Publisher will provide the code on CD-ROM in one of the following formats (*circle one*): WordPerfect or Microsoft Word compatible

(5) Subscribers Service: _____

The Publisher will operate a subscription service upon the Township's request as follows:

- (a) After the Publisher determines production cost and shipping and handling charges, the Township has the right to set the total price of the codes for the subscribers. The difference will be credited to the Township's future supplement invoices.
- (b) Subscribers can be charged in advance or at time of shipment if they wish to subscribe to the supplements. The total cost for this subscription will be for a year's worth of supplements.
- (c) Subscribers of the complete code will be required to pay in advance of shipment by check or credit card.
- (d) The Publisher will incur all mailing costs for the marketing of the code. Order forms with an announcement of the codes and supplement service availability will be included in this mailing.
- (e) Any law firms, realtors, businesses, libraries or other interested parties contacted may inquire about code orders by using the Publisher's toll-free number.
- (f) The Publisher will print subscribers' orders as needed, and will not require the Township to either pre-purchase copies or store extra copies.

(6) Pamphlets:

- (a) Pamphlets, sized for 8½" x 11" copy, containing component parts of a Code, with a cardstock cover, may be ordered: (*circle desired topic and insert number of copies*):

Charter	# of copies	_____	_____
Traffic/General Offenses Code	# of copies	_____	_____
Zoning Code	# of copies	_____	_____
Subdivision	# of copies	_____	_____
All Land Use Regulations	# of copies	_____	_____
Other _____	# of copies	_____	_____

- (b) Cost:
 - 1-50 copies of pamphlet — .075 per printed page
 - 51-99 copies of pamphlet — .070 per printed page
 - 100 or more copies of pamphlet — .065 per printed page

(c) Optional 3-ring pamphlet binders (\$11.50 each) _____

(d) Pocket sized pamphlets are available at rates to be agreed upon.

(7) Folio VIEWS Search and Retrieval program:

- (a) The Publisher shall provide the Township's code in the Folio format on CD-ROM with complete instructions and one copy of a manual for \$500.00 (includes one license). _____

(b) Additional Licenses and CDs:

Additional network licenses (one-time fee of \$50 each) _____

_____ of additional licenses

Additional CD's (\$60 each; \$10 to receive updated CD in future) _____

#____ of CD's

(c) Future Supplements of Folio Code (cost is included in editing charge for printed pages): _____
Circle one below:

- Annual update
- Six month updates
- Quarterly updates
- Monthly updates

(assumes Folio update is in conjunction with update to printed supplement)

(d) Optional On-Site Installation & Training (not necessary) _____
at \$695.00/day + Travel Expenses.

(e) Code on the Internet (after Folio conversion) at \$250.00per year. _____

(f) Access and Search other codes on American Legal Publishing's Website No charge

(g) Access and Search other codes on American Legal Publishing's Website No charge

(h) Advance Legislative Service (PDF): As new ordinances are passed they will be added to the New Ordinance List. This list will have the latest ordinances listed by date passed. Once ordinances are supplemented this list will be cleared. An ordinance can post on the same day. The cost for this service is \$10.00 per ordinance or \$300.00 a year. If the entire ordinance needs to stay online then chose our other service called Comprehensive Ordinance List. _____

(i) New Ordinance Notification Service: As new ordinances are passed, American Legal will place a New Ordinance Notice that this code section has been amended. Once the ordinance is supplemented into the code of ordinances the Notice will be removed. The cost for this service is \$10.00 per notice (three links included). This service is usually combined with the Advance Legislative Service or the Comprehensive Ordinance List. _____

(j) Ordinance History Link. As new ordinances are passed they linked from the code section that they affected to the actual ordinance. The ordinance can be on the ALP website or on the municipalities web site. The cost for this service is \$8.00 an ordinance. If Township wants ordinances on ALP site the cost is \$50.00 per year for storage.

(k) Comprehensive Ordinance List (Folio Link): As new ordinances are passed they will be added to the Comprehensive Ordinance List. This list will have the latest ordinances listed by year. The ordinances will be highlighted in yellow until they are added to the code book. All ordinances can be listed, even ones that are not usually codified such as annexation, variances, budget, and other miscellaneous ordinances. The ordinance is linked to a pdf copy of the original ordinance. The price for this service is \$10.00 an ordinance. If you store the ordinances on the Township website there is no storage cost. If ordinances are stored on ALP website a price will be determined each year based on the number of ordinances stored on American Legal Publishing's site. Initially the cost will be \$50.00 per year for storage. This includes Ordinance History Link service. _____

(l) Definition Links Service: American Legal will build defined term link or pop up boxes to any word requested by the Township. Many counties like this service so that a user can see the definition of the word without going back to the defined terms section of the code. This service is available for the Code of Ordinances and the Land Development Code. The cost for this service is \$95.00 an hour. _____

(m) Archived Codes Online Service: American Legal Publishing can store previous versions of your code and or supplements online for research purposes. The cost for this service is \$45 for three codes then \$45 for each additional code up to \$300.00 a year. _____

(n) Translation Software Services: American Legal can place your code of ordinances in 90 languages for one low annual fee of \$95.00 a year. This service will allow citizens to view and read the code in many different languages. _____

(o) Custom Banner Services: American Legal can make your online code look just like the counties website. The cost for this service is based on the files that are provided by the Township and requested services. The one time fee is anywhere from \$200.00 to \$1,500.00. Please send the files for an actual price.

(p) Online Meeting Minutes Service: American Legal can store meeting minutes as well as other documents online. Your minutes, resolutions, contracts, annexations can all be placed online and indexed for 75¢ per page.

IV. TRANSMITTAL AS OFFER.

The transmittal of this Agreement to the Township is an offer by the Publisher to perform the stated services at the prices and terms referenced within the Agreement. This offer will expire if not executed by the Township by August 15, 2016, unless such date is extended in writing by the Publisher.

IN WITNESS WHEREOF the parties to this contract have hereunto set their hands on the date(s) indicated:

Township of Antis, Pennsylvania

American Legal Publishing Corporation

By _____

By _____

Title _____

Title Stephen G. Wolf, President

Date _____

Date _____

CHAPTER 71: TRAFFIC REGULATIONS

Section

General Provisions

- 71.01 Speed limit in city alleys
- 71.02 Operation of motor vehicles on unpaved public or private property prohibited

Motorcycles; Motor Scooters and Motor Bikes

- 71.25 Safety helmet or headgear required
- 71.26 Operator's permit required

- 71.99 Penalty

Cross-reference:

Speed limits on designated streets, see Chapter 76, Schedule I

Citations for traffic and parking violations, see §§ 72.150 through 72.157

GENERAL PROVISIONS

§ 71.01 SPEED LIMIT IN CITY ALLEYS.

(A) For purposes of this chapter an **ALLEY** shall mean every street or way within a block, which is set apart for public use, vehicular traffic and local convenience. ('72 Code, § 34-4)

(B) No person shall drive a motor vehicle upon any alley in the city at a speed in excess of ten miles per hour. ('72 Code, § 34-5)
(Ord. 2087, passed 2-5-80; Am. Ord. O-87-72, passed 12-23-87) Penalty, see § 71.99

§ 71.02 OPERATION OF MOTOR VEHICLES ON UNPAVED PUBLIC OR PRIVATE PROPERTY PROHIBITED.

(A) It shall be unlawful for any person to operate a motor vehicle, as defined by the Florida Uniform Traffic Control Law, F.S. Chapter 316, as may be amended from time to time, on any unpaved public property, or on any paved or unpaved shoulder of a public road.

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(B) It shall be unlawful for any person to operate a motor vehicle on any unpaved private property, not owned by the operator or his immediate family, without the express written consent of the owner, lessee, tenant or other person entitled to possession and use of such premises; said written consent to be carried on the operator's person.

(C) The foregoing provisions shall not apply to the following:

- (1) A licensed and franchised public utility in the conduct of its business;
- (2) Any federal, state or local governmental agency;
- (3) Any licensed emergency vehicle;
- (4) Any situation where such operation is necessary to avoid collision with other traffic;
- (5) Where such operation is in compliance with other laws or the directions of a law enforcement officer or official traffic-control devices. ('72 Code, § 34-13) (Ord. O-73-51, passed 6-27-73) Penalty, see § 71.99

AMERICAN LEGAL PUBLISHING CORPORATION FOLIO VIEWS® SEARCH & RETRIEVAL

Following is information on Folio VIEWS, the computer search and retrieval program American Legal offers. Folio VIEWS allows you to create electronic text as well as access any section, word, or reference in that text (i.e. your code or meeting minutes) instantaneously. Folio also provides you with a complete word index. Every word in your code is catalogued. **Over 500 commercial publishers have made Folio Views their choice in publishing over thousands of different titles.**

With Folio you can conduct searches by word, phrase, section number, date, or anything you want. You can also perform stem searches when you are not sure of the ending of the words you want to find (e.g. go% = going, gone, went, etc.) proximity searches (e.g. find “penalty within 5 words of jail”), and more. You can also do searches by title, chapter, table of contents, and in multiple infobases (such as in the Code of Ordinances, Charter, Council Minutes, and anything else in the Folio format) at the same time. Additionally, Folio allows each user to customize his or her version by creating a shadow file with color and style highlights, bookmarks, notes, and pop-up links within the text without affecting the original text.

This program has been recognized by the computer industry to be the leader in search and retrieval. In a recent issue of *Database Trends and Applications*, Rocket/Folio Software was said to one of Top 100 Data Companies that Matter the Most.

“Once again, one of the foremost sources of information and insight on the data industry has recognized the value of our products in helping IT executives confront the new challenges and demands that the explosion of data is placing on their teams,” said Andy Youniss, CEO of Rocket Software. “At the same time, there are also tremendous opportunities for those companies that work with the right tools in order to manage and harness the available data.”

**American Legal Publishing can provide your
Code and other material in Folio on CD-ROM and the Internet.**

SAMPLE SEARCHES IN FOLIO VIEWS®

Search	Result	Example of Findings
21 years of age	finds every paragraph in the code in which 21 and the words: years, of, age appear	1) 21 years of age 2) age of 21 years
"21 years of age"	finds only the exact phrase "21 years of age"	1) 21 years of age
21 or 18 years of age	finds every place where either 21 years or 18 years of age appears in the code	1) 21 years of age 2) age of 21 years 3) 18 years of age 4) age of 18 years
"21 18"@5	finds every place in the code where 21 and 18 appear within five words of each other	1) anyone between the age of 18 to 21... 2) the prior age of majority of 18 has been changed to 21
go%	finds all words which are variations	1) go 2) gone 3) going 4) went
good\$	finds synonyms	1) good 2) advantage 3) benefit 4) usefulness
council*	finds all words beginning with "council"	1) council 2) council's 3) councilman 4) councilwoman 5) councilmember

JUMP LINKS - when clicked on, they will take you directly to another section of the code. For example, clicking on the link *Penalty, see § 70.99* (underlined and in green) following a section, will take you directly to that penalty section.

SHADOW FILE (customized by the user; secures integrity of main data):

Shadow files allow each user to highlight phrases in the computer version of the code for emphasis just as can be done with a printed version of the code. Each user can also add personal notations to the code which do not affect the actual text of the code..