

**HEPBURN TOWNSHIP
BOARD OF SUPERVISORS
REGULAR MONTHLY MEETING MINUTES
November 12, 2024**

Chairman Heath Heller called the meeting to order at 7:00 p.m. Supervisors Heller and Quigel were present, along with the Secretary/Treasurer and Zoning/Codes Officer.

Secretary's report was reviewed and approved for the October 8 , 2024 meeting

- Heller motion
- Quigel second
- Approved 2-0

Treasurer's Report was reviewed and approved.

- Heller motion
- Quigel second
- Approved 2-0

Ending balance in General Fund – \$330,454.92
Ending balance in Savings Account – \$136,787.54
Act 13 Impact Fee Balance – \$191,243.42
Covid 19 ARPA Funds Balance – \$74,962.04
Investments Account – \$940,339.05
Ending balance in State Liquid Fuel Fund – \$1,348.72

TOWNSHIP RESIDENTS

- There were no comments presented to the Board of Supervisors

POLICE REPORT – Officer Crawford

- October 2024 – 36 Incidents; YTD – 424 Incidents

FIRE COMPANY – Don Confer

- There were 38 calls in the month of October, 425 YTD.
- There will be a bear check station at the fire house for two days this year.
- December there will be breakfast with Santa.

SEO – Mike McClain

- The SEO was not present.

ROAD FOREMAN REPORT – Scott Paulhamus

- Mr. Paulhamus had nothing to report.

ZONING/CODES OFFICER – Don Robinson

- There were two zoning permits issued in the month of October.

OLD BUSINESS

- Jeff Brooks from Brooks Engineering has been appointed as project engineer to work on the projects at Neil Mutchler Park.

NEW BUSINESS

- Purchase of Equipment to Up-Fit – New 2025 Truck. Prices have been obtained for the equipment needed for the new truck.
Maxwell Equipment - \$54,075.89
Bradco Equipment - \$54,915.87
A motion was made to accept the bid from Maxwell Equipment.
 - Heller motion
 - Quigel second
 - Approved 2-0
- Fish Consulting LLC – Website. PA Township Toolkit is a new company offering to help the Township with the website and social media as needed.
- The 2025 Budget is ready to be advertised. A motion was made to advertise the Budget.
 - Quigel motion
 - Heller second
 - Approved 2-0

PLANNING COMMISSION

- No representatives from the Planning Commission were present

SOLICITOR REPORT –Marc Drier, Esquire

GOOD OF THE ORDER

- The December meeting will be moved from December 10 to December 17, 2024.
- Motion to adjourn meeting
 - Quigel motion
 - Heller second
 - Approved 2-0

Attendance at Board meeting: Heath Heller, Brian Quigel, Patty Foster, Don Robinson.

Respectfully submitted,

Patty Foster, Secretary

