

**HEPBURN TOWNSHIP
BOARD OF SUPERVISORS
REGULAR MONTHLY MEETING MINUTES
December 14, 2021**

Chairman Oscar Schon called the meeting to order at 7:00 p.m. Supervisors Schon, Heller and Vollman were present, along with the secretary/treasurer, and zoning/codes officer.

Secretary's report was reviewed and approved with one correction for the November 9, 2021 meeting. Correction: Last page attendance at board meeting should read Oscar Schon, Mark Vollman, Patty Foster and Don Robinson.

- Vollman motion
- Heller second
 - Approved 3-0

Treasurer's Report was reviewed and approved.

- Heller motion
- Vollman second
 - Approved 3-0

Ending balance in General Fund – \$245,630.59
Ending balance in Savings Account – \$332,316.67
Act 13 Impact Fee Balance – \$396,505.19
Covid 19 ARPA Funds Balance – \$140,361.41
Investments Account – \$652,855.53
Ending balance in State Liquid Fuel Fund – \$491.67

TOWNSHIP RESIDENTS

- There were no issues presented to the Board

POLICE REPORT – Chief Kriner

- November - 60 incidents; 2021 YTD – 554 incidents

FIRE COMPANY – Chief Tempesco

- The new Ambulance Board is moving forward with ambulance service. January startup is not feasible and the Board is currently looking at March as a startup date.

ROAD FOREMAN REPORT – Scott Paulhamus

- Mr. Paulhamus stated the Road Department had a meeting with officials for a MS4 audit, and everything is in order.
- The salt shed is full for the coming winter season
- Used guide rail is available from the Klump Road bridge project. Mr. Paulhamus was asked to get cost for posts and installation on Eckard Road at the end of Lamont Drive and also for an area on Powy's Road.

ZONING/CODES OFFICER – Don Robinson

- There were three permits issued for the month of November. See attached list of activities also addressed during the month.

OLD BUSINESS

- The purchase of a generator for the Maintenance Department was again brought up. This will be tabled again until the January meeting.

- The 2022 Budget was presented. A motion was made to adopt the budget.
 - Heller motion
 - Vollman second
 - Approved 3-0

- Iron Wood Lumber Logging – If the Township portion of the proceeds from this logging project exceed \$2000, the project must be put out for bid. The property to be logged is landlocked and all access must be obtained from one or more landowners. A motion was made to put an advertisement in the paper for bids.
 - Vollman motion
 - Schon second
 - Approved 3-0

- Old Lycoming Police Department Contract – The 2022 contract with OLPD was presented for approval. Chairman Oscar Schon stated that the Hepburn Township Board of Supervisors never sat down with OLPD to negotiate this contract. The Board made the following changes to the contract:
 - Section 8 – Payments shall be made on a quarterly basis payable in the months of March, June, September and December of 2022.
 - Section 9 – Addition: or until the services are replaced with a regionalized police force, whichever occurs first.
 - Addition of Section 10A – If terminated /expired prior to December 31, 2022, the amount due for the quarter shall be prorated.
 - A motion was made to adopt the 2022 Old Lycoming Police Department Contract with revisions.
 - Heller motion
 - Vollman second
 - Approved 3-0

NEW BUSINESS

- SEO Contract for 2022 was presented to the Board. A motion was made to approve this contract.
 - Heller motion
 - Vollman second
 - Approved 3-0

- The Reorganization Meeting will be held on January 3, 2022 at 6:30 p.m. followed at 7:00 by the regular Township Meeting

- The tax rates for Hepburn Township will remain unchanged in 2021. A motion was made to approve the tax rates.
 - Schon motion
 - Vollman second
 - Approved 3-0

PLANNING COMMISSION

- No representatives from the Planning Commission were present.

SOLICITOR REPORT – Marc Drier, Esquire

- Brian Quigel was sworn in as the new Supervisor with his term beginning January 1, 2022.

GOOD OF THE ORDER

- Motion to adjourn meeting
 - Vollman motion
 - Heller second
 - Approved 3-0

Attendance at Board meeting: Oscar Schon, Heath Heller, Mark Vollman, Patty Foster and Don Robinson.

Respectfully submitted,

Patty Foster, Secretary