

**HEPBURN TOWNSHIP
BOARD OF SUPERVISORS
REGULAR MONTHLY MEETING MINUTES
February 9, 2016**

Chairman Joseph Hamm called the regular monthly meeting of the Hepburn Township Board of Supervisors to order at 7:00 p.m. Supervisors Hamm, Fesemyer and Schon were present, along with the secretary/treasurer, zoning officer and solicitor.

Secretary's report was reviewed and approved for the January 4, 2016 reorganization meeting.

- Hamm motion
- Schon second
 - Approved 3-0.

Secretary's report was reviewed and approved for the January 4, 2016 regular monthly meeting.

- Hamm motion
- Schon second
 - Approved 3-0.

Treasurer's Report was reviewed and approved

- Fesemyer motion
- Schon second
 - Approved 3-0.

Ending balance in CD fund – \$354,729.97
Ending balance in Savings account – \$50,862.04
Act 13 Impact Fee balance – \$296,213.11
2011 Flood reimbursement – \$70,378.10
Grand total in township accounts – \$1,021,760.52
Ending balance in State Liquid Fuel Fund – \$6,386.04

TOWNSHIP RESIDENTS

- Nothing presented to the Board of Supervisors by residents.

POLICE REPORT – Corporal Sponhouse

- January 2016 – 41 incidents;
- August 2, 2016 is National Night Out – OLTPD will be participating;
- Chairman Hamm requested that the police department monitor the intersection at Rose Valley Road and Pleasant Valley Road due to vehicles running the 4 way stop and creating a dangerous situation.

FIRE DEPARTMENT – Chief Jeff Tempesco

- January 2016 – 37 incidents total Hepburn Township – 13 incidents;
- The spring carnival is scheduled for June 13–18, 2016;
- Chief Tempesco requested a letter approving box card changes. Chairman Hamm will provide letter once he receives the box card changes and the Board reviews them.

ROAD FOREMAN REPORT – Scott Paulhamus (absent – cindering/salting roads)

- Supervisor Schon reported the Kubota tractor is back in service after the recall. All parts were still under warranty.

ZONING OFFICER – Don Robinson

- There was 1 building permit issued during the month of January. See attached list of activities also addressed during the month.

OLD BUSINESS

- Hepburn-Lycoming Little League Lease – The Board of Supervisors are in agreement with the lease as drafted. A copy will be given to the Little League officers for their review. Approval of the lease will be scheduled for the March meeting.
- Flood Leases
 - William Smith (Parcel No. 15-001-201)
 - Fesemyer motion
 - Schon second
 - Approved 3-0.
 - John Lilley (Parcel Nos. 15-001-202 & 15-001-205)
 - Fesemyer motion
 - Schon second
 - Approved 3-0.

NEW BUSINESS

- Baseball Field fencing – Motion to put the baseball field fencing out for bid was made. This will be paid for out of the flood reimbursement money.
 - Schon motion
 - Fesemyer second
 - Approved 3-0.
- Maintenance Garage Addition – Motion to put the maintenance garage addition out for bid was made. Chairman Hamm stated that Act 13 funds could be used for this project.
 - Schon motion
 - Fesemyer second
 - Approved 3-0.
- Robert Everett from DEP has requested a copy of the contract between Hepburn Township and SEO Jami Nolan, as well as the fee schedule and the alternate SEO officers. This will be emailed to Mr. Everett.
- Chairman Hamm updated the Board on the MS4 Coalition. The MS4 Planner has resigned to take another position within the county. The coalition will hold interviews to hire a new MS4 Planner.
- Act 537 – Smokey Corners Project: Jeff Brooks
 - Jeff presented the supervisors with items that need decisions for the completion of the planning of the project:
 - Jeff recommends locking manhole covers as a preventative measure. The supervisors agreed this would be advisable;
 - Jeff recommended a computer program to monitor the flows in the effluent collection lines. The supervisors agreed that this should be included as part of the project;
 - Jeff has a meeting with PennDot to obtain a highway occupancy permit for the project;
 - Chairman Hamm requested a special meeting to be held for the residents affected by this project. Jeff will contact all the residents in the project area by letter to invite them to the meeting. The Special Meeting will be held on Monday, February 22, 2016 at 7:00 p.m. at the township office.

PLANNING COMMISSION

- Approval of Subdivision – Plan #478 (Roger & Jane Ulmer)
 - Fesemyer motion
 - Hamm second
 - Approved 2-0-1 (Schon abstained from vote)

SOLICITOR REPORT – Marc Drier Esquire

- Nothing to report

GOOD OF THE ORDER

- Chairman Hamm announced an Executive Session would be held after the meeting regarding litigation.
- Motion to adjourn meeting at 8:50 p.m.
 - Fesemyer motion
 - Schon second
 - Approved 3-0.

Attendance at Board meeting: Joseph Hamm, Oscar Schon, Bob Fesemyer, Patty Foster, Don Robinson and Marc Drier, Solicitor.

Respectfully submitted,

A handwritten signature in blue ink that reads "Patty Foster". The signature is written in a cursive style with a long horizontal flourish extending to the right.

Patty Foster, Secretary