

**HEPBURN TOWNSHIP
BOARD OF SUPERVISORS
REGULAR MONTHLY MEETING MINUTES
January 6, 2020**

Chairman Joseph Hamm called the reorganization meeting to order at 7:00 p.m. Supervisors Hamm and Fesemyer were present along with the secretary/treasurer, zoning/codes officer and solicitor. The Board of Supervisors reorganized and made annual Township appointments. Chairman Hamm closed the reorganization meeting at 7:09 p.m. and opened the regular monthly meeting of the Hepburn Township Board of Supervisors.

Secretary's report was reviewed and approved for the December 10, 2019 meeting.

- Hamm motion
- Fesemyer second
 - Approved 2-0

Treasurer's Report was reviewed and approved.

- Fesemyer motion
- Hamm second
 - Approved 2-0

Ending balance in General Fund – \$292,887.02
Ending balance in Savings Account – \$132,096.07
Act 13 Impact Fee Balance – \$279,441.75
2016 Flood Reimbursement – \$20,017.94
Investments Account – \$637,960.80
Ending balance in State Liquid Fuel Fund – \$726.70

TOWNSHIP RESIDENTS

- Matthew Schmol, 134 Sawmill Road – Mr. Schmol inquired about the legality of using a neighbor's culvert for drainage along his property at Sawmill Road. Solicitor Drier advised that he should get a signed agreement from his neighbor prior to starting the project.

POLICE REPORT – Chief Joe Hope

- December 2019 – 30 incidents; YTD – 624 incidents

FIRE COMPANY

- No representatives present from the Fire Department

ROAD FOREMAN REPORT – Scott Paulhamus

- Road Foreman Scott Paulhamus presented a quote to the Board for a new boom mower. This mower will be purchased from Bradco for \$37,754.00. A motion was made to approve the purchase of the boom mower.

- Fesemyer motion
- Hamm second
 - Approved 2-0
- Road Foreman Scott Paulhamus presented a quote to the Board for an 18-inch wheel saw. The wheel saw will be purchased from Bobcat for \$15,239.40. A motion was made to approve the purchase of the 18-inch wheel saw.
 - Fesemyer motion
 - Hamm second
 - Approved 2-0
- Road Foreman Scott Paulhamus presented 2 quotes for two new poles with 2 lights on each pole for a total of 4 lights for the back parking lot at Mutchler Park. Lecce Electric - \$8,236; Kilburn Electric \$11,615. A motion was made to approve the purchase and installation of the new poles and lights from Lecce Electric.
 - Hamm motion
 - Fesemyer second
 - Approved 2-0

ZONING/CODES OFFICER – Don Robinson

- There were no permits issued in the month of December. See attached list of activities also addressed during the month.

OLD BUSINESS

- There was no old business presented to the Board.

NEW BUSINESS

- GPI, a professional engineering firm, has submitted a proposal for the continuation of work regarding the Township's MS4 program. Anne Anderson, our contact from Brinjac Engineering has moved to GPI and will continue to work for the Township. The hourly rate will be \$135 and the fee for attending will be \$110 per meeting. A motion was made to accept this proposal from GPI.
 - Hamm motion
 - Fesemyer second
 - Approved 2-0
- Intrada Technologies submitted a quote to purchase and install Windows 10 to upgrade the Township computer. A motion was made to approve this purchase.
 - Fesemyer motion
 - Hamm second
 - Approved 2-0
- Floodplain Ordinance Amendment – A motion was made to advertise this amendment for consideration at the February meeting.
 - Fesemyer motion
 - Hamm second
 - Approved 2-0

PLANNING COMMISSION

- Plan number 499 was presented to the Board. It is a subdivision plan for Janet Young to Richard and Lisa McGinnis.
 - Fesemyer motion
 - Hamm second
 - Approved 2 -0

SOLICITOR REPORT – Marc Drier, Esquire

- Solicitor Drier informed the Board that the PA Municipal Education Training Institute was conducting 3 trainings in Lycoming County on Community Planning, Zoning and Subdivision and Land Development.
- Solicitor Drier stated House Bill 510 passed allowing intergovernmental agreements to be approved by Resolution instead of Ordinance.

GOOD OF THE ORDER

- Motion to adjourn meeting
 - Fesemyer motion
 - Hamm second
 - Approved 2-0

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

Respectfully submitted,



Patty Foster, Secretary