

**Hepburn Township Board of Supervisors  
2020 Reorganization Meeting Agenda**

Monday, January 6, 2020

Hepburn Township Office

Call to Order  
Pledge of Allegiance  
Elections and Appointments

	2019 Position Held By	2020 Position To Be
Township Supervisor Chairman	Joseph Hamm	Joseph Hamm
Township Vice Chairman	Bob Fesemyer	Bob Fesemyer
Township Secretary/Treasurer	Patty Foster	Patty Foster
Township Road Foreman	Scott Paulhamus	Scott Paulhamus
Township Roadmaster	Oscar Schon	Oscar Schon
Township Zoning Officer	Don Robinson	Don Robinson
Township Solicitor	Marc Drier/Denise Dieter	Marc Drier/Denise Dieter
Township Planning Commission	<i>four year term</i>	Stanley Brass
Township Zoning Hearing Board	<i>three year term</i>	Bob Yochum
Township Auditor	<i>6 year term</i>	Lynn Shade
Township Zoning Hearing Solicitor	<i>Robert Hoffa</i>	Robert Hoffa
Township Emergency Mngt Coordinator	<i>Jeff Tempesco</i>	Jeff Tempesco
Township Vacancy Board Chairman	Patty Foster	Patty Foster
Township Sanitary Enforcement Officer	Jami Nolan	Jami Nolan
Township Sanitary Contact	Oscar Schon	Oscar Schon
Township Recreational Chairman	Patty Foster	Patty Foster
Township Septic Administration	Patty Foster	Patty Foster
Township Sewer Board of Review	Oscar Schon	Oscar Schon
Delegate to Earned Income Tax Comm	Galen Davenport	Galen Davenport
Delegate to State Convention	Joseph Hamm	Joseph Hamm
Voting Delegate	Joseph Hamm	Joseph Hamm

*will expire Dec 31, 2023*  
*will expire Dec 31, 2022*  
*will expire Dec 31, 2025*

**Motion to Approve Township Positions for 2020**

**Motion - Bob Fesemyer**

**Second - Joe Hamm**

**Approved - 2-0**

**OTHER ORGANIZATIONAL MATTERS**

Township Supervisors Meeting Place	Township Office	Township Office
Supervisors' Meeting Time	7:00pm second Tuesday <i>others as advertised</i>	7:00pm second Tuesday <i>others as advertised</i>
Township General Fund Depository	Woodlands Bank	Woodlands Bank
Township State Fund Depository	PLIGIT	PLIGIT

<b>Paid Holidays for Full Time Employees</b>	New Years Day	New Years Day
	Memorial Day	Memorial Day
	Independence Day	Independence Day
	Labor Day	Labor Day
	Thanksgiving Day	Thanksgiving Day
	Christmas Day	Christmas Day

<b>Vacation policy</b>	5 days for full time after 12 months	5 days for full time after 12 months
	10 days for full time after 24 months	10 days for full time after 24 months
	*Scott receives 15 days	*Scott receives 15 days
		* Brian receives 5 days

<b>Pay Rates</b>	<b>2019 Pay Rates</b>	<b>2020 Pay Rates</b>
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Road Foreman	21.37	22.01
Labor 1 Experience	14.20	14.41
Winter Maintenance	10.00 hr	10.50/hr
Labor 3 part time	10.00 hr	10.50/hr
Secretary/Treasurer	12600.00	13000.00
Zoning/Permit Officer	6500.00	6700.00
On-Lot Septic Administrator	35.00 per property	
Zoning Hearing Board Solicitor	\$500 per year	\$500 per year
Tax Collector	Lycoming County Tax Collection \$1.50 per notice	Lycoming County Tax Collection \$1.50 per notice
Treasurer's Bond	\$650,000 per year	\$650,000 per year
Township Solicitor	\$2800 per year for meetings	\$2800 per year for meetings
Legal Assistant	\$110 per hour	\$110 per hour
Paralegal	\$50 per hour	\$50 per hour
	\$45 per hour	\$45 per hour

Motion to Approve Other Organizational Matters      Motion - Bob Fesemyer      Second - Joe Hamm      Approved - 2-0

Motion to Close Meeting      Motion - Bob Fesemyer      Second - Joe Hamm      Approved - 2-0

Respectfully Submitted,  
  
 Patty Foster, Secretary