

**HEPBURN TOWNSHIP
BOARD OF SUPERVISORS
REGULAR MONTHLY MEETING MINUTES
December 13, 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, the zoning/codes officer and the solicitor.

Secretary's report was reviewed and approved for the November 8, 2016 regular monthly meeting.

- Hamm motion
- Schon second
 - Approved 3-0

Treasurer's Report was reviewed and approved.

- Schon motion
- Fesemyer second
 - Approved 3-0

Ending balance in CD fund – \$354,729.74
Ending balance in Savings account – \$50,888.69
Act 13 Impact Fee balance – \$352,468.29
2011 Flood reimbursement – \$21,173.85
Grand total in township accounts – \$1,113,316.06
Ending balance in State Liquid Fuel Fund – \$992.44

TOWNSHIP RESIDENTS

- Kenneth Snyder, 2405 State Route 973 East – Mr. Snyder requested permission to look into plans and prices for new playground equipment to be installed at Mutchler Park. The supervisors agreed to let Mr. Snyder gather the information and present it to the board at a future meeting.

POLICE REPORT – Chief Joe Hope

- November 2016 – 47 incidents; 2016 YTD – 447 incidents
- There was a report that someone was residing in a shed at 167 Sawmill Road. Zoning/Codes Officer Don Robinson will look into the report.

FIRE COMPANY REPORT – Chief Jeff Tempesco

- The Fire Company was not present.

ROAD FOREMAN REPORT – Scott Paulhamus

- Scott was not present as the road department was plowing snow in the township.
- Chairman Hamm stated that cleanup at Mutchler Park, specifically the ball field, will begin after the ground freezes to facilitate removal of flood debris.

ZONING/CODES OFFICER – Don Robinson

- Don stated there were no zoning permits issued during the month of November.
- See attached list of activities addressed during the month.

OLD BUSINESS

- No old business was brought before the Board.

NEW BUSINESS

- Ordinance No. 12.13.2016.01 (2017 Tax Levy Ordinance) – A motion was made to adopt Ordinance No. 12.13.2016.01.
 - Schon motion
 - Fesemyer second
 - Approved 3-0
- 2017 Budget – A motion was made to adopt the 2017 budget as advertised.
 - Schon motion
 - Fesemyer second
 - Approved 3-0
- Sub-recipient Monitoring Agreement: 457 Haleeka Road – A motion was made to approve the sub-recipient monitoring agreement with Lycoming County.
 - Schon motion
 - Fesemyer second
 - Approved 3-0
- SEO Contract: Jami Nolan – A motion was made to adopt the SEO Contract for 2017 with the fees remaining the same as in 2016.
 - Fesemyer motion
 - Schon second
 - Approved 3-0
- Certificates of Deposit – There are two certificates of Deposit maturing on December 27, 2016. A motion was made to move the money from the certificates to the savings account.
 - Fesemyer motion
 - Schon second
 - Approved 3-0
- Township Office Addition Update – The foundation is complete and the plumbing has passed inspection. The framing for the walls will begin as soon as the permit is received.
- Chairman Hamm reminded residents that a Conditional Use Hearing would be held on Saturday, December 17, 2016 @ 8:00 a.m. in the Fire Company Social Hall for an application submitted by Inflection Energy (PA) LLC for a well pad site in the township.

PLANNING COMMISSION – Plan No. 482 was submitted by Bill and Nancy Pfeiffer. A motion was made to approve this plan.

- Schon motion
- Fesemyer second
 - Approved 3-0

SOLICITOR REPORT – Marc Drier, Esquire

- Nothing to report.

GOOD OF THE ORDER – The next meeting will be on Tuesday, January 3, 2017 at 6:30 p.m. for the reorganizational meeting, to be immediately followed by the regular monthly township meeting.

- Motion to adjourn the meeting
 - Schon motion
 - Fesemyer 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, flowing style.

Patty Foster, Secretary