

**HEPBURN TOWNSHIP
BOARD OF SUPERVISORS
REGULAR MONTHLY MEETING MINUTES
January 4, 2016**

Chairman Joseph Hamm called the regular monthly meeting of the Hepburn Township Board of Supervisors to order at 6:44pm. Supervisor Hamm, Fesemyer and Schon were present along with secretary/treasurer, zoning officer and solicitor.

Secretary's report was reviewed and approved for the December 8, 2015 meeting.

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

Treasurer's Report was reviewed and approved.

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

Ending balance in CD fund \$354,470.85
Ending balance in Savings account \$50,815.84
Act 13 Impact Fee balance \$296,213.11
2011 Flood reimbursement \$70,378.10
Grand total in township accounts \$995,147.54
Ending balance in State Liquid Fuel Fund \$6,384.35

TOWNSHIP RESIDENTS

- Galen Davenport, 517 Troy Road
 - Mr. Davenport expressed his concern with the township website. He stated there are things that need updated and corrected. Chairman Hamm informed him that the site was being rebuilt and that all mistakes would be corrected with the newly built website.
- Kenneth Snyder, 2405 SR 973 East Hwy
 - Mr. Snyder questioned the amount of money on the treasurer's report. He said he was not looking at the amount in each account, but rather at the bottom line. Chairman Hamm explained that each line item must be looked at individually, as certain funds had certain allotments such as the flood reimbursement which is specifically to rebuild a baseball field. Chairman Hamm stated that the Board has worked hard to make cuts in the budget over the last four years which account for some of the increased balances but that there are many infrastructure needs to be addressed in the township. Mr. Snyder questioned if there would be consideration for a tax reduction. Chairman Hamm stated that it can be reviewed with the 2017 budget.

POLICE REPORT

- There were no representatives from the police department present.

FIRE DEPARTMENT – Chief Jeff Tempesco

- Clem Tempesco gave the Supervisors year end reports for 2015 relative to fire response, as well as the approved 2016 budget. He informed the board that he will no longer be the treasurer of the fire department, effective immediately. Brian Quigel will be the new treasurer of the fire department for 2016.

ROAD FOREMAN REPORT – Scott Paulhamus

- Street sign replacement is complete and road signs are being ordered and going up as time permits. By next year, all the township signage will be in compliance with the Federal Highway Administration regulations.
- Scott said that 160 more tons of salt are needed to fulfill our contract. This will be ordered as space permits.
- New LED lights are being put up in the garage for brighter lighting conditions and less expense.

ZONING OFFICER – Don Robinson

- See attached listing of permits and activities for the month of December.

OLD BUSINESS

- Hepburn-Lycoming Little League Lease
 - Lease has been completed by the township solicitor. Chairman Hamm asked each Supervisor to review the lease and bring back any questions or comments to the next meeting.

NEW BUSINESS

- Brinjac Engineering
 - Brinjac Engineering submitted a quote of \$4,700 for the review of the stormwater facilities for the proposed improvements by Seneca Resources to Spook Hollow Road and Rose Valley Road. Seneca Resources sent the township a check in the above amount to cover the cost. The Supervisors voted to approve the above quote.
 - Schon motion
 - Fesemyer second
 - Approved 3-0;
 - Brinjac Engineering submitted a Retainer Agreement to work as needed as the Township Engineer. Chairman Hamm and Zoning Officer Robinson recommended approving the retainer as it will make the process easier if the township needs project plans reviewed.
 - Fesemyer motion
 - Schon second
 - Approved 3-0;
- KeyState Publishing
 - KeyState Publishing submitted a quote not to exceed \$1,140 plus shipping to update the Township Codes Book. The Supervisors voted to approve the quote.
 - Schon motion
 - Fesemyer second
 - Approved 3-0;
- SEO Contract
 - Jami Nolan submitted his 2016 contract to continue as the Sewage Enforcement Officer. The Supervisors voted to approve his contract.
 - Fesemyer motion
 - Schon second
 - Approved 3-0;
- Smokey Corners – Act 537 Plan
 - Jeff Brooks updated the Supervisors on his progress with the project. He has multiple things to complete and hopes to have everything ready for the February Township meeting. The Supervisors urged Mr. Brooks to have everything prepared as they would like to see the project go out for bid in the spring. A special meeting will be held in the coming months to bring all the residents up to date on the project.

- Jeff Brooks needs approval from the Township to submit the Highway Occupancy Permit with PennDOT for the project. A motion to allow Jeff to submit the permit to PennDot on behalf of the township was made. This is to be done before the February meeting.
 - Hamm motion
 - Schon second
 - Approved 3-0.

PLANNING COMMISSION

- Approval of subdivision Plan No. 477 – Robert A Maguire to Kevin & Laurie Crane
 - Schon motion
 - Fesemyer second
 - Approved 3-0.

SOLICITOR REPORT – Marc Drier, Esquire

- McCloney small sewage facility was recorded;
- A corrective deed has been completed for a flood buyout property and has been recorded.

GOOD OF THE ORDER

- Motion to adjourn meeting at 8:10 p.m.
 - Hamm motion
 - Schon second
 - Approved 3-0.

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

Respectfully submitted,



Patty Foster, Secretary