

**HEPBURN TOWNSHIP
BOARD OF SUPERVISORS
REGULAR MONTHLY MEETING MINUTES
November 14, 2017**

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/codes officer and solicitor.

Secretary's report was reviewed and approved for the October 10, 2017 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 – \$0

Ending balance in Savings account – \$506,821.59

Act 13 Impact Fee balance – \$91,139.53

2016 Flood reimbursement – \$50,163.87

Grand total in township accounts – \$1,004,052.95

Ending balance in State Liquid Fuel Fund – \$1,085.27

TOWNSHIP RESIDENTS

- Galen Davenport, 517 Troy Road – Mr. Davenport inquired whether Lycoming County's use of the Act 13 money for the County budget will have an effect on Hepburn Township's allocation. Chairman Hamm stated that each municipality and county may spend the money as needed, as long as it is within the guidelines established by the state. The county spending their allocation to help with the budget will have no effect on Hepburn Township's allocation.
- George and Mary Ellen Rodgers, 76 Terrace Road – Mr. and Mrs. Rodgers are placing an accessory structure on their property and would like to move some dirt to create a level area for the structure. They would like to place this dirt along the edge of the cul-de-sac to help reduce the steepness of that area. Road Foreman Scott Paulhamus and Supervisor Schon have reviewed the area and believe it will not affect storm water runoff.
 - Schon motion
 - Fesemyer second
 - Approved 3-0
- Deb Leathers, 386 Factory Road – Ms. Leathers expressed her concern regarding the condition of Factory Road between Bloomingrove Road and the Hensler well pad. Road Foreman Scott Paulhamus stated that the natural springs under the road have caused the road to be rough. The township will review in the Spring after the weather improves.
- Kenneth Snyder – Mr. Snyder inquired about the progress of any donations for the playground equipment at Mutchler Park. Chairman Hamm stated he was waiting to hear the results of our grant application and the requests made to the gas companies.

POLICE REPORT – Officer Cochran

- October 2017 – 50 incidents; YTD – 461 incidents
- Officer Cochran informed the Board of Supervisors and residents that there has been daytime burglaries in the township and surrounding areas. He asked residents to remain vigilant and call 911 if they see any suspicious activity.

FIRE COMPANY – Brian Quigel

- October 2017 – 47 incidents; YTD Hepburn Twp – 178 incidents; YTD – 452 incidents

ROAD FOREMAN REPORT – Scott Paulhamus

- Mr. Paulhamus stated that the CoStars salt contract is in and the price per ton is \$46.14.
- A bid for new LED lights at Mutchler Park has been received from Kilburn Electric Inc. The bid covers the 8 pole lights. The total cost is \$3,975.00. A motion was made to accept this bid.
 - Schon motion
 - Fesemyer second
 - Approved 3-0

ZONING/CODES OFFICER – Don Robinson

- There were seven zoning permits issued during the month of October. See attached list of activities addressed during the month.

OLD BUSINESS

- Mutchler Park Playground – Chairman Hamm reported that we are waiting to hear about our grant application from Lycoming County from their Marcellus Shale Legacy Fund mini-grant program. Also, we are waiting on a response from Seneca Resources and Inflection Energy about the capital requests made to them.

NEW BUSINESS

- Resolution 11.14.2017.01 – Setting the fee for Appeals, Variances & Special Exceptions at \$600.00. A motion was made to adopt this resolution.
 - Fesemyer motion
 - Schon second
 - Approved 3-0
- Resolution 11.14.2017.02 – Appointment to CK-COG. A motion was made to appoint Bob Fesemyer to be Hepburn Township's representative to the CK-COG.
 - Schon motion
 - Hamm second
 - Approved 3-0
- 2018 Budget – The Board of Supervisors held a budget work session on October 24, 2017 to finalize the upcoming years' budget. Chairman Hamm stated this will be the 12th consecutive year with no tax increase in the township and the 4th consecutive year that expenses have decreased. A motion was made to advertise the budget for public review.
 - Fesemyer motion
 - Schon second
 - Approved 3-0

- Hydrologic and Hydraulic Study (Smokey Corners Road, 2016 Flood) – A quote to complete this study was received from RK Webster, LLC in the amount of \$2,700.00. A motion was made to accept this quote.
 - Schon motion
 - Fesemyer second
 - Approved 3-0
- Resolution 11.14.2017.03 – Prohibit Category 4 and Ancillary Casinos in Hepburn Township. A motion was made to approve this resolution.
 - Hamm motion
 - Schon second
 - Approved 3-0
- Seneca Resources – Gamble Pad P Update: Drilling is anticipated to begin around February 6. This is a very fluid schedule and could change.
- Inflection Energy – Strouse Well Pad Update: The work on Crescent Hill Road is complete and the pad will be developed beginning in December.
- A letter from SEO Jami Nolan was received and his pricing will remain the same in 2018 as it is currently. Oscar Schon will request an updated price list with current dates.

PLANNING COMMISSION

- Sandra L. Koch submitted subdivision Plan # 484 with additional land being granted to Justin Boehret. A motion was made to approve this plan.
 - Fesemyer motion
 - Schon second
 - Approved 3-0
- A Storm Water Operations and Maintenance Agreement for Chris Helmrich was received and reviewed. A motion was made to approve this plan.
 - Schon motion
 - Fesemyer second
 - Approved 3-0

SOLICITOR REPORT – Marc Drier, Esquire

- The Solicitor's office had nothing to present.

GOOD OF THE ORDER

- Motion to adjourn meeting
 - Schon motion
 - Fesemyer second
 - Approved 3-0

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

Respectfully submitted,



Patty Foster, Secretary