

**HEPBURN TOWNSHIP
BOARD OF SUPERVISORS
REGULAR MONTHLY MEETING MINUTES
August 8, 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.

Conditional Use Hearing – Kelly Renk, 2864 Pleasant Valley Road, Cogan Station

- Mrs. Renk requested approval of her conditional use application requesting to operate a home occupation from her home where she would have a custom bakery and provide classes to 6 students approximately 2 times a month. The hearing was properly advertised and the property properly posted. There was no opposition to this request, and a motion was made to approve the conditional use application of Kelly Renk.
 - Hamm motion
 - Schon second
 - Approved 3-0

Secretary's report was reviewed and approved for the July 11, 2017 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 – \$0
Ending balance in Savings account – \$506,735.73
Act 13 Impact Fee balance – \$92,969.53
2016 Flood reimbursement – \$36,866.20
Grand total in township accounts – \$985,551.98
Ending balance in State Liquid Fuel Fund – \$3,242.45

TOWNSHIP RESIDENTS

- There were no comments presented to the Board.

POLICE REPORT – Chief Joe Hope

- July 2017 – 38 incidents; YTD – 314 incidents

FIRE COMPANY – Sharon Tempesco

- A federal grant has been awarded to the fire company and will supply SCBA (Self Contained Breathing Apparatus) for Hepburn Township Volunteer Fire Company.

- The fire company has agreed to a contract with Seneca Resources to allow them to use the fire company lot on Lycoming Creek Road as a staging area for their trucks for the next 18 months. In lieu of payment, Seneca Resources has agreed to pave the parking lot and address drainage issues at the Fire Company building on State Route 973 East.

ROAD FOREMAN REPORT – Brian Quigel

- Mr. Quigel stated that line painting on Eckard Road is scheduled for August 10th and 11th.
- The permit from DEP has been received to clean up debris and make repairs at the Academy Road Bridge. This bridge was damaged in the recent flooding of 2016.

ZONING/CODES OFFICER – Don Robinson

- There were five zoning permits issued during the month of July, as well as one solicitation permit renewed.
- See attached list of activities addressed during the month.

OLD BUSINESS

- Hepburn Lycoming Little League – Tim Bair inquired about the possibility of laying sod on the infield of the baseball field damaged by the 2016 flood. Chairman Hamm reviewed the request with FEMA and was told that we had to complete the proposed work that was on the project worksheet. Mr. Hamm stated sod can be laid but that the cost would be beyond the amount FEMA authorized for the baseball field and would need to be covered by Hepburn Lycoming Little League.
- Ken Snyder – Mr. Snyder inquired about the progress made on the Mutchler Park proposed playground upgrades. A proposal has been received from Dave Ely from Playworld. This proposal was discussed and Chairman Hamm will speak to Mr. Ely and request a new quote on an expanded playground.

NEW BUSINESS

- Resolution 08.08.2017.01 – Zoning Permit Fees. A motion was made to adopt the new fee schedule.
 - Fesemyer motion
 - Schon second
 - Approved 3-0
- Jersey Shore State Bank submitted a proposal to invest \$400,000 in \$100,000 increments. Each \$100,000 increment will be invested separately and will mature in 2018, 2019, 2020, and 2021 each yielding interest. A motion was made to accept this proposal and have three people appointed to sign on the account: Patty Foster, Secretary/Treasurer, Chairman Hamm and Vice Chairman Fesemyer. The requirement will be to have at least two signatures sign for any action on this account.
 - Schon motion
 - Fesemyer second
 - Approved 3-0

PLANNING COMMISSION

- No one was present from the Planning Commission.

SOLICITOR REPORT – Marc Drier, Esquire

- Solicitor Drier stated that Mr. and Mrs. Matthew Zeigler are waiting on a check from the Township for their condemnation agreement. The total of this check will be \$2,750.00. Chairman Hamm stated the check would be sent out as soon as possible.
- Solicitor Drier presented a draft ordinance that would provide some clarifications to the medical marijuana industry use in Hepburn Township. The zoning amendment would require that a conditional use hearing be held in front of the Board of Supervisors and would restrict activities to the Commercial Highway District. The Board of Supervisors agreed to have the ordinance advertised for the October meeting
- Solicitor Drier reviewed some new legislation that would affect 2nd Class Townships in the Commonwealth of Pennsylvania.

GOOD OF THE ORDER

- Motion to adjourn 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,



Patty Foster, Secretary