

Hepburn Township Board of Supervisors 2019 Reorganization Meeting Minutes

Monday, January 7, 2019

Hepburn Township Office

Call to Order
Pledge of Allegiance
Elections and Appointments

	2018 Position Held By	2019 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>	Clyde Schon
Township Zoning Hearing Board	<i>three year term</i>	Rick Gonzalez
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, 2022
will expire Dec 31, 2021
will expire Dec 31, 2019

Motion to Approve Township Positions for 2019 Motion - Oscar Schon Second - Bob Fesemyer Approved - 3-0

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

Paid Holidays for Full Time Employees	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

Vacation policy	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

Pay Rates

	2018 Pay Rates	2019 Pay Rates
Road Foreman	20.75	21.37
Labor 1 Experience	14.05	14.20
Winter Maintenance	10.00 hr	10.00/hr
Labor 3 part time	10.00 hr	10.00/hr
Secretary/Treasurer	12000.00	12600.00
Zoning/Permit Officer	6300.00	6500.00
On-Lot Septic Administrator	35.00 per property	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
	\$110 per hour	\$110 per hour
Legal Assistant	\$50 per hour	\$50 per hour
Paralegal	\$45 per hour	\$45 per hour

Motion to Approve Other Organizational Matters

Motion - Bob Fesemyer Second - Oscar Schon Approved - 3-0

Motion to Close Meeting

Motion - Oscar Schon Second - Bob Fesemyer Approved - 3-0