

**HEPBURN TOWNSHIP  
BOARD OF SUPERVISORS  
REGULAR MONTHLY MEETING MINUTES  
August 8, 2023**

Chairman, Heath Heller, called the meeting to order at 7:00 p.m. Supervisors Heller, Vollman and Quigel were present, along with the Secretary/Treasurer and Zoning/Codes Officer.

Secretary's report was reviewed and approved for the July 11, 2023 meeting.

- Vollman motion
- Quigel second
- Approved 3-0

Treasurer's Report was reviewed and approved.

- Quigel motion
- Vollman second
- Approved 3-0

Ending balance in General Fund – \$328,698.86  
Ending balance in Savings Account – \$128,698.86  
Act 13 Impact Fee Balance – \$536,758.07  
Covid 19 ARPA Funds Balance – \$186,477.90  
Investments Account – \$909,924.33  
Ending balance in State Liquid Fuel Fund – \$162,146.69

**TOWNSHIP RESIDENTS**

- Oscar Schon – Mr. Schon requested that the road into the cemetery be graded. Scott Paulhamus will take care of this.

**POLICE REPORT – Chief DeRemer**

- July 2023 – 60 Incidents; YTD – 325 Incidents

**FIRE COMPANY – Chief Nathan Confer**

- 43 Calls in July; YTD 343 calls.
- Gun Bingo is scheduled for August 26, 2023.

**SEO – Mike McClain**

- Smokey Corners is at a standstill. Mrs. Nappi will join the Smokey Corners Collection Line.
- 4300 Bloomingrove Road – This is a small lot (4/10 acre) with a malfunction.
- 4350 Bloomingrove Road – This is the Boyer property and an Eco-flo system will be installed next week.

### **ROAD FOREMAN REPORT – Scott Paulhamus**

Recon Construction Services will be paving the week of August 27, weather permitting. This paving will include Smokey Corners Road and the parking lot at the maintenance area.

### **ZONING/CODES OFFICER – Don Robinson**

- There were two zoning permits issued in the month of July. See attached list of activities also addressed during the month.

### **OLD BUSINESS**

- Solicitor, Marc Drier, has sent a letter to Inflection requesting a response by August 16.

### **NEW BUSINESS**

- EMT Award was issued to Officer Stephanie Neeper for her outstanding service.
- New Camera System for Recycling Center – A quote was presented for a new camera system with a cost of \$849 plus shipping. A motion was made to purchase the new system.
  - Heller motion
  - Vollman second
    - Approved 3-0
- New Heating/Cooling system for the office addition. The following bids were received.
  - Dixon AC&R - \$8990.00
  - Forsburg Furnace - \$15,250.00
  - Hiltech Heating & Cooling - \$16,950.00

A motion was made to accept the bid from Dixon AC&R.

- Quigel motion
- Vollman second
  - Approved 3-0
- There was a Fire Tax meeting on August 2. The Next meeting will be on August 16.
- Proposed new truck purchase – Replace 2013 Ford F350. This will be paid for out of the ARPA funds.
- Cogan House Township – A letter of intent has been received from Cogan House Township to become a member of the new ambulance service.

### **PLANNING COMMISSION**

- Plan Number 507 was presented for a two-acre sub-division. This sub-division is for Forrest and Kylie Letterman. A motion was made to approve this subdivision.
  - Vollman motion
  - Quigel second
    - Approved 3-0

### **SOLICITOR REPORT – Marc Drier, Esquire**

- Solicitor Drier stated that the Township may be in receipt of a letter regarding Tom Wert's property at 91 Brentwood Drive in the coming week.

**GOOD OF THE ORDER**

- The September meeting will be moved to September 5, 2023.
  
- Motion to adjourn meeting
  - Vollman motion
  - Quigel second
    - Approved 3-0

Attendance at Board meeting: Heath Heller, Mark Vollman, Brian Quigel, Patty Foster, Don Robinson.

Respectfully submitted,

Patty Foster, Secretary