

**HEPBURN TOWNSHIP
BOARD OF SUPERVISORS
REGULAR MONTHLY MEETING MINUTES
January 3, 2023**

Chairman, Heath Heller, called the meeting to order at 6:43 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 December 13, 2022 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 – \$138,951.24

Ending balance in Savings Account – \$223,164.01

Act 13 Impact Fee Balance – \$402,107.35

Covid 19 ARPA Funds Balance – \$200,360.40

Investments Account – \$775,432.61

Ending balance in State Liquid Fuel Fund – \$481.45

TOWNSHIP RESIDENTS

- Ken Snyder, 2405 SR 973 East – Mrs. Snyder inquired as to whether the Township would consider selling the strip of land to the West of the drive into the Township Maintenance area.
- Jeff Yeager, 324 Sawmill Road – Mr. Yeager stated that water is laying on the east side of Sawmill Road. Scott Paulhamus will clean out the ditch and grade the berm to make this area lower than the road.
- Mr. & Mrs. Don Leathers, 386 Factory Road – Inflections representatives were in touch with Mr. and Mrs. Leathers and stated they will be doing a sound study.

POLICE REPORT – Officer Mike Engel

- December 2022 –33 Incidents; YTD –543 Incidents
- Officer Engel noted that the police department has a new name, “Lycoming Regional Police Department”. This change reflects the regionalization of the police department.

FIRE COMPANY – Don Confer, President

- The new engine will be put into service soon.
- A Big Bang Gun Raffle is scheduled for February 25, 2023.

ROAD FOREMAN REPORT – Scott Paulhamus

- Mr. Paulhamus stated that new generator has been hooked up.
- The salt contract for 2023/2024 has been signed and is in place.

ZONING/CODES OFFICER – Don Robinson

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

OLD BUSINESS

- There was no old business to be discussed.

NEW BUSINESS

- Purchase of AED Machines (Automated External Defibrillator) - Supervisor Heller stated that the Board would like to purchase 2 AED Machines. The total cost of the two machines will be \$3897.50. One machine will be given to Hepburn Lycoming Little League and there will be a requirement that someone will have to be certified in the use of the machine. COVID 19 ARPA Funds will be used for the purchase of the machines. A motion was made to move forward with this purchase.
 - Quigel motion
 - Vollman second
 - Approved 3-0
- Permitted Recreational Use of Township Property – A group has contacted the Township regarding their interest in using 16 acres of Township property for hunting and would also like to include 5 acres across the road. The 5 acres is within a safety zone, so this would not be permitted. After discussion, the Board decided not to allow this use.
- SEO Officer – The Board noted that Jami Nolan (the Township current SEO officer) has submitted a proposed contract to the Township for 2023. After discussion, it was decided not to continue using Mr. Nolan. The Township will contract with Old Lycoming Township’s Sewage Enforcement Officers: Mike McClain, SEO, and John Giacomi, Alternate.
- Fuel Tank – Maintenance – The purchase of a new 1000-gallon fuel tank for diesel fuel was presented. This tank will replace the 500-gallon tank currently in use. Professional Petroleum quoted \$6,625.35 for the new tank. A motion was made to purchase the 1000-gallon tank.
 - Quigel motion
 - Vollman, second
 - Approved 3-0

PLANNING COMMISSION

- No representatives from the Planning Commission were present.

SOLICITOR REPORT –Marc Drier, Esquire

- The new cable franchise agreements have been corrected. These agreements with Comcast and Zito Media will be advertised for discussion in February.
- Solicitor, Marc Drier, noted that a bill has passed to benefit the Fire Company.

GOOD OF THE ORDER

- Shannon Nappi, 1700 Smokey Corners Road – Ms. Nappi inquired as to the dye testing to be completed at Smokey Corners Road. This testing will be completed in March, 2023.
- Motion to adjourn meeting
 - Vollman motion
 - Quigel second
 - Approved 3-0

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

Respectfully submitted,

Patty Foster, Secretary