

MINUTES
RICHLAND TOWNSHIP BOARD OF SUPERVISORS
December 4, 2023

The Richland Township Board of Supervisors met in regular session on Monday December 4, 2023, at the Richland Township Municipal Building, 322 Schoolhouse Road, Johnstown, PA 15904 at 6:00 p.m.

PRESENT

Bob Heffelfinger

Keith W. Saylor

Gary A. Paul

Brian H. Lehman

Jeffrey D. Wingard

Bryan J. Beppler, Executive Director

Kimberly D. Stayrook, Administrative Assistant

Forrest Fordham, Solicitor

PLEDGE OF ALLEGIANCE

Chairman Heffelfinger called the meeting to order at 6:00 p.m. with the Pledge of Allegiance to the Flag.

MINUTES – November 20, 2023

Mr. Wingard moved to approve the minutes of the November 20, 2023 meeting as distributed, seconded by Mr. Paul. All in favor. Motion carried.

APPROVE AGENDA - ANY CHANGES TO WRITTEN AGENDA – *There were no changes.*

PUBLIC COMMENT PERIOD ON AGENDA ITEMS - *The Public has the right and the opportunity to comment on any agenda item. There were no comments.*

CORRESPONDENCE

Letter from Cambria County Assessment Office – Request For Interim Assessments

A letter was received from the Cambria County Assessment Officer, requesting a written request for the township to have their office perform interim tax assessments.

- Mr. Wingard moved to authorize a letter be sent to the Cambria County Tax Assessment Office, requesting that they perform interim tax assessments on behalf of the Township, seconded by Mr. Paul. All in favor. Motion carried.

OLD BUSINESS

There was none.

NEW BUSINESS

Payment of the Bills

- Mr. Saylor moved to authorize payment of the General Fund bills totaling \$123,167.80, seconded by Mr. Lehman. All in favor.

Capital Equipment Fund

- Mr. Saylor moved to authorize payment of the Capital Equipment Fund in the amount of \$30,124.69, for the fire truck lease payment, and \$175.14, representing the delinquent portion of Real Estate taxes refunded to Cambria Prime Reality (tax assessment appeal decision) seconded by Mr. Lehman. All in favor.

W. Ray McCombie – Letter of Retirement from Public Works Department, effective 12/8/23

A letter was received from W. Ray McCombie stating he is retiring from the Public Works Department effective December 8, 2023.

- Mr. Saylor moved to accept Mr. McCombie's resignation, seconded by Mr. Lehman. All in favor.

Promotion of Russell Felton from Operator I to Road Foreman, effective 12/11/23

- Mr. Lehman moved to approve promoting Russell Felton to the position of Road Foreman, effective December 11, 2023, seconded by Mr. Wingard. All in favor.

Resolution #2023 -18 Disposition For Destruction of Township Records

Chair Heffelfinger read Resolution #2023-18 which is for the Disposition For Destruction of Township Records as outlined in the Resolution. All the records have met or exceeded the time frame and regulations as set forth by the Commonwealth.

- Mr. Wingard moved to approve Resolution #2023-18, Disposition For Destruction of Township Records, seconded by Mr. Paul. All in favor.

Notice Of Intent To Use Certified Public Accountant for the 2023 Audit In Lieu Of Elected Auditors

Chair Heffelfinger announced that in accordance with the PSATS Second Class Township Code, if the Township is NOT going to use the Elected Auditors, they must publicly announce their intent to appoint a Certified Public Accountant for 2023 audit purposes. A notice is published in the newspaper as well.

- Mr. Wingard moved to approve the Boards intent to use a CPA firm for the 2023 audit and not the Township elected auditors, seconded by Mr. Paul. All in favor.

PUBLIC COMMENT

There were no comments from the audience.

There being no further business, the meeting adjourned at 6:15 p.m.

Respectfully submitted,
Kimberly D. Shayrook
Administrative Assistant