

MINUTES
RICHLAND TOWNSHIP BOARD OF SUPERVISORS
November 3, 2025

The Richland Township Board of Supervisors met in regular session on Monday, November 3, 2025 at the Richland Township Municipal Building, 322 Schoolhouse Road, Johnstown, PA 15904 at 6:00 p.m.

PRESENT

Bob Heffelfinger, Chair - Via teleconference
Gary A. Paul
Keith W. Saylor
Brian H. Lehman

Bryan J. Beppler, Executive Director
Kimberly D. Stayrook, Administrative Assistant
George Gvozdoch, Jr., Solicitor

ABSENT

Jeffrey D. Wingard

PLEDGE OF ALLEGIANCE

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

MINUTES – October 20, 2025

- Mr. Paul moved to approve the minutes of September 22, 2025 as distributed, seconded by Mr. Lehman. All in favor. Motion carried.

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

CORRESPONDENCE

None

OLD BUSINESS

None

NEW BUSINESS

Payment of the Bills

- Mr. Saylor moved to approve the general fund bills in the amount of \$83,455.49 and payroll in the amount of \$91,757.88, seconded by Mr. Lehman. All in favor.

Out of Meeting Checks

- Mr. Saylor moved to approve the out-of-meet check to Principal, Inc. in the amount of \$2,530.36 for life and disability insurance, seconded by Mr. Lehman. All in favor.

Letter from Kimberly D. Stayrook, Administrative Assistant – Retirement

A letter was read from Kimberly Stayrook, stating that she is giving her retirement notice, with her last working day to be January 30, 2025 and then she will be using vacation and personal/sick days. She thanked the board for their support and after almost 47 years of service, she is thankful for being able to serve the residents of the township.

- Mr. Lehman moved to accept Ms. Stayrook's retirement letter, seconded by Mr. Saylor. All in favor.

Letter from Brennan Mikulsky, Public Works Department – Resignation, effective 11/14/2025

A letter was read from Brennan Mikulsky, Public Works employee stating his resignation will be effective 11/14/2025. Mr. Mikulsky thanked the Board for the opportunity to work for the township. He enjoyed and appreciated the knowledge and skill set he obtained and will use throughout his career.

- Mr. Saylor moved to accept the resignation of Brennan Mikulsky, seconded by Mr. Paul. All in favor. Mr. Heffelfinger asked that a letter of thanks be sent to Mr. Mikulsky.

Public Comment

There were no comments.

There being no further business, the meeting was adjourned at 6:20 p.m.

Respectfully submitted,

Kimberly D. Stayrook

Administrative Assistant