

**MINUTES**  
**RICHLAND TOWNSHIP BOARD OF SUPERVISORS**  
**November 17, 2025**

*The Richland Township Board of Supervisors met in regular session on Monday, November 17, 2025 at the Richland Township Municipal Building, 322 Schoolhouse Road, Johnstown, PA 15904 at 6:00 p.m.*

***PRESENT***

*Bob Heffelfinger, Chair*

*Gary A. Paul*

*Keith W. Saylor*

*Brian H. Lehman*

*Jeffrey D. Wingard*

*Bryan J. Beppler, Executive Director*

*Kimberly D. Stayrook, Administrative Assistant*

*George Gvozdoch, Jr., Solicitor*

***PLEDGE OF ALLEGIANCE***

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

***MINUTES – November 3, 2025***

*- Mr. Wingard moved to approve the minutes of November 3, 2025 as distributed, seconded by Mr. Paul. All in favor. Motion carried.*

**APPROVE AGENDA - ANY CHANGES TO WRITTEN AGENDA - None**

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

**CORRESPONDENCE**

***Letter from Windber Area Authority – Ingleside STP NPDES Renewal Application***

*A letter was received from Windber Area Authority, notifying them of their intent to file a NPDES Renewal Application for the Ingleside Sewage Treatment Plant. No action is required.*

***Letter from HRI, Inc. – Notification Of Filing Renewal Application for Asphalt Plant Operating Permit***

*A letter was received from HRI, Inc., notifying them of their intent to file a renewal application for a synthetic minor operating permit to the PA DEP for the asphalt plant operating permit on Old Solomon Run Road. No action is required.*

**Letter from PA Department of Military Affairs, Disabled Veterans Real Property Tax Exemption – Approval Of Disabled Veteran Status for John G. Martin, Jr., Rachel Street**

*A letter was received from the PA Department of Military Affairs, Disabled Veterans Real Property Tax Exemption stating that approval of Disabled Veteran Status for John G. Martin, Jr., Rachel Street. Cambria County, the Richland School District and the Tax Collector have also been notified.*

## OLD BUSINESS

**Presentation of Proposed 2026 Budgets:** \*General Fund; \*Capital Equipment Fund;  
\*Contingency Fund; \*State Liquid Fuels Fund

*Chair Heffelfinger read the proposed budgets for the above-mentioned funds. The budget is balanced without a tax increase. The millage is proposed at 9 mills general fund and 1 mill capital equipment fund. The proposed adoption has been advertised for December 15, 2025.*

## GENERAL FUND

Revenue -	\$ 7,622,227.92
Expenditure -	<u>\$7,604,700.29</u>
Balance	17,527.63

## CAPITAL EQUIPMENT FUND

Revenue	\$ 600,313.52
Expenditure	<u>\$ 130,498.76</u>
Balance	\$ 469,814.76

## CONTINGENCY FUND

## Investments

## 1<sup>st</sup> Summit Public Funds Account #1

Revenue	\$ 1,524,040.60
Interest	\$ 45,721.22
Expenditure	<u>\$ 0</u>
	\$ 1,569,761.82

## 1<sup>st</sup> Summit Public Funds Account #2

Revenue	\$ 206,655.75
Interest	6,199.67
Expenditure	<u>\$ 0</u>
Balance	\$212,855.42

## STATE LIQUID FUELS FUND

Revenue	\$	713,964.15
Expenditure	\$	<u>430,000.00</u>
Balance	\$	283,964.15

## NEW BUSINESS

### *Payment of the Bills*

- Mr. Saylor moved to approve the general fund bills in the amount of \$102,048.90 and payroll in the amount of \$127,930.47, which includes longevity, seconded by Mr. Lehman. All in favor.

*New F.T. Laborer Hires For Public Works Department –*

- \*Aaron Garretson, effective 11/18/25*
- \*Aaron Averj, effective 11/19/25*
- \*Jacob Gdula, effective 11/20/25*

*Chair Heffelfinger stated that the Board is in a position to hire 3 individuals for the roadcrew as laborers as probationary employees, with their starting salary is to be \$19.50 per hour.*

- Mr. Wingard made a motion to hire Aaron Garretson (11/18/25); Aaron Averi (11/19/25) and Jacob Gdula (11/20/25), seconded by Mr. Saylor. All in favor.

*Frederick J. Kline, Treasurer - Notice Of Retirement, effective December 31, 2025*

- Mr. Lehman moved to accept Mr. Kline's letter of retirement, effective December 31, 2025, with a letter of appreciation being sent, seconded by Mr. Paul. All in favor.

*Wessel & Company – Treasurer Appointment, effective January 1, 2026*

- Mr. Lehman moved to appoint Wessel & Co. as Treasurer, effective January 1, 2026, seconded by Mr. Saylor. All in favor.

*Resolution #2025-17– Local Share Account Grant For Municipal Truck*

- Mr. Wingard moved to approve Resolution #2025-17 authorizing submission of a LSA Grant application for a municipal truck in the amount of \$253,092.00, seconded by Mr. Paul. All in favor

*Resolution #2025-18 – Local Share Account Grant For Highland Regional Park*

*- Mr. Lehman moved to approve Resolution #2025-19 authorizing submission of a LSA Grant application for Highland Regional Park for improvements at the park in the amount of \$157,950.00, seconded by Mr. Saylor. All in favor.*

*Resolution #2025-19 – Local Share Account Grant for Richland Fire Department*

- Mr. Lehman moved to approve Resolution #2025-19 authorizing submission of a LSA Grant application for the Richland Fire Department for technology upgrades in the amount of \$25,000.00, seconded by Mr. Wingard. All in favor.

***Diversified Associates I and Atlas Realty (StowAway), 1360 Eisenhower Blvd., two lot Adjoining Land Merger***

The Richland Township Planning Commission reviewed and recommended approval of the proposed plan for the Diversified Associates I and Atlas Realty Stowaway complex. The proposed plan shows tax parcel #50-010-203 approximately 4.8 acres and tax parcel #50-010-203.001 approximately 7.4 acres. Specifically, they propose merging these two parcels 203 and 203.001 into one lot totaling approximately 12.0 acres. The two lots are owned by the same Diversified Associates I/Atlas Realty. Both lots are zoned C-2 and are accessed by Eisenhower Blvd.

- It was moved by Mr. Wingard to approve the two-lot adjoining land merger of Diversified Associates I and Atlas Realty at 1360 Eisenhower Blvd., seconded by Mr. Saylor. Voice Vote – All in favor.

***LB Water Properties LLC. – MS4 Stormwater Management BMP Agreement***

LB Water Properties, LLC is proposing an outdoor expansion of their construction yard at their property on Galleria Drive Ext. As part of this project, they are required to file a MS4 Stormwater Management Agreement (BMP) with the Township.

- Mr. Paul moved to approve the LB Water Properties, LLC MS4 Stormwater Management Agreement, seconded by Mr. Saylor. All in favor.

***Autotelic Properties, LLC. – MS4 Stormwater Management BMP Agreement***

Autotelic Properties, LLC. (Dr. Timothy Arlow) has completed construction of a new building on Eisenhower Blvd. As part of this construction, they are required to file a MS4 Stormwater Management BMP Agreement.

- Mr. Lehman moved to approve the Autotelic Properties, LLC. MS 4 Stormwater Management BMP Agreement, seconded by Mr. Wingard. All in favor.

***Public Comment***

There were no comments.

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

*Respectfully submitted,*  
***Kimberly D. Staybrook***  
*Administrative Assistant*  
*Richland Township*